

# Centers for Medicare & Medicaid Services (CMS) HIPAA Small Provider Readiness Workshop

## SAMPLE PROGRAM AGENDA

- 8:30 am – 8:45 am**    **Introductions**
- 8:45 am - 9:15 am**    **Part 1 – An Overview**
- Benefits of HIPAA
  - HIPAA Oversight
  - Who must comply?
  - Electronic / non-electronic methods for moving data
  - What Medicare requires
  - Enforcement
  - Getting to October 16, 2003 – Where should you be now?
- 9:15 am – 10:00 am**    **Part II – Understanding the Three Parts of Electronic Data Interchange (EDI)**
- Electronic Transactions Standards
  - Code Sets Standards
  - Unique Identifiers Standards
  - Implementation Guides
  - Designated Standards Maintenance Organizations (DSMOs)
- 10:00 am – 10:15 am**    **Break**
- 10:15 am – 10:45 am**    **Part IV - Points of Impact and Implementation of Electronic Transactions in a Small Provider Office**
- Business Processes
  - System and Policy Changes
  - Claim Submission / Payment, Eligibility, Referrals, and Claim Status
  - Changes to Payer Systems
  - Medicare and Private Payers
- 10:45 am - 11:15 am**    **Phases of HIPAA Implementation**
- Gap Analysis
  - Transaction Sequencing and System Change Development
  - Trading Partner Agreements
- 11:15 am – 11:30 am**    **Q & A**
- 11:30 am – 12:00 pm**    **State Medicaid Agency – Update on HIPAA Activities** (*tentative*)

<b>12:00 pm – 1:00 pm</b>	<b>Lunch Break</b>
<b>1:00 pm – 2:00 pm</b>	<b>Privacy Session</b> <i>(tentative) Office for Civil Rights invited</i>
<b>2:00 pm – 2:30 pm</b>	<b>Security</b> <ul style="list-style-type: none"> <li>• Purpose and scope</li> <li>• Changes from proposed rule</li> <li>• Major concepts</li> <li>• Required vs. Addressable specifications</li> <li>• Administrative, technical, and physician safeguards</li> <li>• Common Q's and A's</li> </ul>
<b>2:30 pm – 3:00 pm</b>	<b>Privacy and Security Panel for Qs &amp; As</b> <i>(tentative)</i>
<b>3:00 pm – 3:15 pm</b>	<b>Break</b>
<b>3:15 pm – 3:45 pm</b>	<b>Part VI – Testing and Certification</b> <ul style="list-style-type: none"> <li>• Testing Deadline</li> <li>• Elements of Testing</li> <li>• Translators and Clearinghouses</li> <li>• Three Categories of Testing</li> <li>• Certification / Cross-Certification</li> <li>• Vendor Risk</li> </ul>
<b>3:45 pm – 4:00 pm</b>	<b>Part VIII – Review and Resources</b>
<b>4:00 pm – 4:15 pm</b>	<b>Questions</b>
<b>4:15 pm – 4:30 pm</b>	<b>Complete Workshop Evaluation</b>
<b>4:30 pm</b>	<b>Workshop adjourned</b>