

## Frequently Asked Questions about the UCDHSC HIPAA Update 2006 Course

- Q: Is this course the same as HIPAA 101? I've already taken that course!**  
A: No. The HIPAA Update 2006 course is a different course than HIPAA 101. While the Update course briefly reviews some of the highlights from 101, it focuses mainly on what we've learned from our Privacy and Security Rule compliance and the problems we've had. The Update course also covers what's new in HIPAA.
- Q: Why do I have to take this course?**  
A: CU's Internal Audit department has mandated refresher education for those employees who were required to complete HIPAA 101 prior to 2006.
- Q: Who is required to take this course?**  
A: All UCDHSC employees who were required to complete HIPAA 101 (either in live sessions or online) prior to 2006 are now required to complete the HIPAA Update course.
- Q: Where can I find information on how to access the course?**  
A: You may find information on how to access HIPAA Update at the HIPAA website: <http://www.uchsc.edu/hipaa> or by contacting the Office of HIPAA Compliance at (303) 724-4722 or [HIPAA@UCHSC.edu](mailto:HIPAA@UCHSC.edu).
- Q: What's the deadline for completion of the course?**  
A: All employees who are required to complete HIPAA Update must complete the course by October 31, 2006.
- Q: What is the website for the course?**  
A: You can link to the course from the HIPAA website (<http://www.uchsc.edu/hipaa>) or access the course directly at <https://blackboard.cudenver.edu/>.
- Q: Who do I contact if I have questions about the course or how to access the course?**  
A: Please contact the Office of HIPAA Compliance at (303) 724-4722 or [HIPAA@UCHSC.edu](mailto:HIPAA@UCHSC.edu).
- Q: What is my username and password for the course?**  
A: Your username and password for the course is your six digit PeopleSoft employee ID number. You can find this number on your direct deposit form or by contacting your unit's payroll liaison or Human Resources.
- Q: What is the passing score for the course quiz?**  
A: You must score a 75% or better on the quiz to successfully complete HIPAA Update 2006.

**Q: Does this course substitute for HIPAA 101 if I haven't already taken HIPAA 101?**

A: No. This is a different course than HIPAA 101. If you have not already completed HIPAA 101 and are required to complete it you must still do so.

**Q: Can I print a certificate after I've completed the course?**

A: Yes! Blackboard courses can now print certificates. One day after you have successfully completed the course you can click on "My Certificates" in Blackboard and print a certificate for your records.

**Q: Do I need to send my completion certificate to someone?**

A: No. Your completion is automatically recorded in Blackboard, PeopleSoft and in the training database for the Office of HIPAA Compliance. The certificate is just for your records.

**Q: I completed the course successfully but can't print my certificate.**

A: It may take a couple of hours to a day for your certificate to be available. While your completion is automatically recorded in Blackboard, PeopleSoft, and in the training database for the Office of HIPAA Compliance, the certificate takes a bit longer for Blackboard to create. If your certificate isn't available several days after your successful completion, please call the Office of HIPAA Compliance (303-724-4722) for assistance.

**Q: I don't remember HIPAA 101. Will this course repeat the 101 content?**

A: No. If you want to refresh your understanding of 101 you may retake HIPAA 101 from Blackboard or from within the HIPAA Update course you can select the "Original HIPAA Course" tab and review some of the 101 content.

**Q: May I take this course even if I am not required to?**

A: Yes, if you are a UCDHSC employee or student. Students must use their student ID number as both username and password to access the course.

**Q: I became an employee of UCDHSC in 2006 and completed HIPAA 101. Am I required to take this course too?**

A: No. If you became an employee in 2006, you are not required to complete the HIPAA Update course at this time.

**Q: Do I need to take this course if I took an Affiliate's HIPAA 101 course and received reciprocity?**

A: Yes. All UCDHSC employees who were required to complete HIPAA 101 prior to 2006 must take the HIPAA Update 2006 course.