

## North Carolina Psychological Association

### “Refresher Course - A Legal and Ethical Update on Complying with the HIPAA Privacy and Security Rules and Other Ethical Considerations for Practice”

**August 19 – Raleigh – NCPF Conference Room  
6:00 - 9:15 pm**

**September 23 – Asheville - MAHEC (co-sponsor)  
6:00 - 9:15 pm**

Sally Cameron, Executive Director  
Charles Cooper, Ph.D., Director of Professional Affairs

Ms. Cameron and/or Dr. Cooper will present a refresher on the legal/ethical requirements of the HIPAA Privacy and Security Rules to help practitioners assure they are in compliance with both rules. The Privacy Rule of HIPAA establishes a minimum level of privacy protection for health care information. The ethical considerations of the rule as well as what is in state statute and the APA ethics code will be discussed. The Security Rule establishes a protocol and risk analysis that must be completed to comply and assure the security of electronic protected health information. Continued risk analysis is an important component of compliance. The workshop will include the legal and ethical aspects of compliance. There will be a brief question/answer segment. The workshop includes a notebook with extensive handouts.

#### **By the end of this workshop participants will:**

1. know the requirements of the HIPAA Privacy and Security Rule;
2. know how to adopt clear privacy procedures for their practices;
3. know the three standards specified by the Security Rule and how to comply with them;
4. know how to develop required policies and procedures;
5. have technology tools to aid in compliance; and
6. be able to identify common technology-related issues that may expose practitioners to legal and ethical liability and risk-management strategies that are applicable to those situations.

Sally Cameron is Executive Director of the North Carolina Psychological Association. Charles Cooper, Ph.D. is the Director of Professional Affairs for the NCPA Division of Independent Professional Practice. Both presenters were trained by the APA Practice Directorate on the HIPAA Privacy and Security Rules and have presented a number of workshops around the state on HIPAA implementation.

**Instructional Level:** Basic - Intermediate

**Educational Format:** Lecture, PowerPoint, Exercise, and Question/Answer

**Time:** 6:00 - 9:15 pm

**Credit:** 3 hours “A” Continuing Education Credit

**Attendance:** To receive credit, you must be present for the entire workshop, and you must sign the sign-in/out sheets. **No partial credit will be given.**

**Registration:** **\$60.00** NCPA Members  
**\$45.00** Early Career Psychologists (**NCPA Members Only**)  
**\$60.00** Non-Psychologist Member of Another Profession  
**\$100.00** Psychologist Non NCPA Member\*\*  
(**Join NCPA within 2 weeks of workshop and \$40 applied to dues**)  
**\$30.00** Graduate Student/Intern (10 slots available)

## **INFORMATION**

**CONFERENCE REGISTRATION:** The deadline for registration is **1 week prior to the workshop**. Any registration not received **1 week prior to the workshop** will be charged an additional \$40 late fee. **Registration fee is for the workshop only**. If you cancel **2 weeks prior to the workshop** you will receive a full refund\*, a one-half refund by noon **1 week prior to the workshop\*** and no refund after noon **1 week prior to the workshop**. \*There will be a \$40 service charge for any cancellations.

**CONTINUING EDUCATION CREDITS** - The North Carolina Psychological Association is approved by the American Psychological Association to sponsor continuing education for psychologists. The North Carolina Psychological Association maintains responsibility for this program and its content. The workshop is offered for 3 hours continuing education credit. The credits are Category "A" under the rules of the North Carolina Psychology Board. **Note: September 23 Workshop is co-sponsored with MAHEC, Mental Health Education.**

**REGISTRATION FEE:** The registration fee is for the 3 hour workshop only. There will be a 15 minute break.

**ATTENDANCE POLICY** - To receive credit, you must be present for the entire workshop and you must sign the sign-in and sign-out sheets. No credit will be given to participants who are more than 15 minutes late at the beginning of any workshop. No credit will be given to participants who leave before the close of the workshop.

**FACILITY INFORMATION** –Directions will be sent with your registration confirmation. You can also get directions by going to [www.ncpsychology.org](http://www.ncpsychology.org).

**SPECIAL NEEDS** - If you have physical needs please note this on the registration form. This must be received one (1) week in advance of the conference.

**ADDITIONAL INFORMATION CONTACT:** Carol Kulwicki – [ncpacarol@mindspring.com](mailto:ncpacarol@mindspring.com) or  
**Phone:** 919.872.1005 or **Fax:** 919.872.0805

**RETURN REGISTRATION TO:**

North Carolina Psychological Association  
1004 Dresser Court, Suite 106  
Raleigh, NC 27609  
or  
Fax: 919.872.0805  
Email To: [ncpacarol@mindspring.com](mailto:ncpacarol@mindspring.com)

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## “Refresher Course - A Legal and Ethical Update on Complying with the HIPAA Privacy and Security Rules and Other Ethical Considerations for Practice”

### REGISTRATION DEADLINE: 1 Week Prior to Workshop

Name \_\_\_\_\_ Degree \_\_\_\_\_

Address \_\_\_\_\_

City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_

Office Phone (\_\_\_\_\_) \_\_\_\_\_ Fax (\_\_\_\_\_) \_\_\_\_\_

E-Mail (please print) \_\_\_\_\_

Profession (Psychologist, Social Worker, etc.) \_\_\_\_\_

### Check which HIPAA Workshop you plan to attend:

\_\_\_\_\_ August 19 – Raleigh – NCPF Conference Room

\_\_\_\_\_ September 23 – Asheville - MAHEC

### PLEASE CHECK THE APPROPRIATE REGISTRATION FEE:

\_\_\_\_\_ \$60.00 NCPA Member

\_\_\_\_\_ \$45.00 NCPA Early Career Psychologist (NCPA Members Only)

\_\_\_\_\_ \$60.00 Non-Psychologist Member of Another Profession

\_\_\_\_\_ \$100.00 Psychologist Non-Member\*  
(\*Join NCPA within 2 weeks of workshop and \$40 applied to dues)

\_\_\_\_\_ \$30.00 Graduate Student/Intern (10 slots available)

\_\_\_\_\_ Add \$40 if less than 1 week prior to workshop

\_\_\_\_\_ TOTAL DUE

**Note: Registration is not considered complete without payment spaces will not be held.**

**Special Needs:** I have special physical needs \_\_\_\_\_  
(1 week prior to workshop)

**PAYMENT METHOD** Circle: Check MasterCard VISA

**For credit card you must complete:**

Name (as it appears on card) \_\_\_\_\_

Card Number \_\_\_\_\_ Exp. Date \_\_\_\_\_ CVC # \_\_\_\_\_  
IMPORTANT: 3 digit # back of card

Exact Billing Address of Card \_\_\_\_\_

City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_

Signature \_\_\_\_\_

SEND REGISTRATION FORM with check payable to NCPA or credit card information above to:  
NCPA 1004 Dresser Court, Suite 106, Raleigh, NC 27609 or fax to 919.872.0805  
e-mail: ncpacarol@mindspring.com [www.ncpsychology.org](http://www.ncpsychology.org)