

Compliance & Privacy Post Test

1. One of your family members recently had a procedure at the CHS facility where you work. You want to find out the results. What should you do?
 - a. Use your access rights as a CHS employee to access your family member's medical record, even though you have no work-related reason to know.
 - b. Ask a friend who works in the department to access the record for you.
 - c. Wait for your family member to tell you the results, if he/she chooses to do so.

2. You need to throw away papers that contain patient information. What should you do?
 - a. Throw the paper in the trash can.
 - b. Dispose of the paper in a locked shred bin.
 - c. Throw the paper away in an external dumpster.
 - d. Leave the paper on the floor or in an unsecured box in your office.

3. Which one of the following is an example of how to *avoid* an incidental disclosure of patient information?
 - a. Closing the office door when dictating patient information.
 - b. Avoiding talking about one patient in front of other patients and family members.
 - c. Avoiding talking about patient information in public places (ex: elevators, cafeterias, waiting areas)
 - d. All of the above.

4. You walk into an exam room and the patient's friends and family are in the room too. What ideally should you do first?
 - a. Start discussing the patient's condition in front of everyone, including her HIV status.
 - b. Ask the patient in front of her friends and family if she's okay with them staying in the room.
 - c. Ask the friends and family to step outside so you can talk with the patient alone first; then ask the patient who she is comfortable allowing back in to hear the information.
 - d. C is best practice, but B is okay if it's not practicable to clear the room.

5. What is the minimum number of patient identifiers you should use when mailing, faxing, or handing out patient information to make sure you have the right patient?
 - a. Zero
 - b. One
 - c. Two

6. You have to take patient information off-site. Which are appropriate safeguards to protect the information?
 - a. Carry the records in a file with just a rubber band, and then leave them in your car overnight.
 - b. Put the records in a locked briefcase or secure envelope, and then take them in with you at home.
 - c. Take all the records with you, and then figure out later which ones you need.
 - d. Only take the minimum information necessary, and make sure it is all returned as soon as possible.
 - e. B and D

7. Any personal mobile device used to access or store patient information must be encrypted. True or False?
 - a. True
 - b. False

8. You are a nurse and during one of your shifts, a well-known celebrity comes to your department for treatment. True or False: It's okay to post information or pictures about celebrity's appearance at the hospital on your Facebook or Twitter page because your profile is private and only your friends can see it.
 - a. True
 - b. False

9. Workforce members who inappropriately use patient information are subject to disciplinary action, which may include termination. True or False?
 - a. True
 - b. False

10. To report a privacy issue or incident, you can report to which of the following?
 - a. Your Supervisor
 - b. Facility Privacy Officer
 - c. Corporate Privacy Department
 - d. CHS Concern & Incident Reporting site
 - e. All of the above.

11. I attest that I have reviewed the Privacy & Security Module and am familiar with the [CHS COMMUNICATIONS ENVIRONMENT ACCEPTABLE USE POLICY](#) (AUP) and Privacy Policies. I understand that failure to comply with the AUP and the Privacy Policies may lead to disciplinary action, up through termination of employment. The AUP and Privacy Policies may be accessed via PeopleConnect under the "Policies" tab or by clicking the link above (AUP only). Please check the "Yes" box or sign if taken manually before submitting your test. An affirmative answer is required for the successful completion of the Compliance and Privacy Post Test.
 - a. Yes

12. The CHS Code of Conduct, A System of Integrity:
- Gives employees guidance on ethical matters including our Core Values and Guiding Principles
 - Educates employees on the importance of reporting and their obligation to report instances of wrongdoing using the reporting options
 - Explains what employees should do when faced with difficult situations
 - All of the above
13. Suzy comes to the hospital requesting examination for an emergency medical condition. She does not have insurance. True or False: Because Suzy does not have insurance, EMTALA does not require the hospital to provide a medical screening examination.
- True
 - False
14. In which of the following scenarios can you identify a potential conflict of interest:
- Mary's husband is running for mayor. To save money, Mary prints his campaign materials using the printer in her office at a CHS facility.
 - Drugs-R-Us, a pharmaceutical company, is giving an educational presentation to a group of clinicians. Because the presentation takes place during lunch time, Drugs-R-Us provides attendees with boxed lunches from a local deli.
 - Dr. Wilson is an orthopedic surgeon who frequently orders medical devices from a company his brother owns.
- i. only
 - i and iii
 - all of the above
 - none of the above
15. Sam, a Supervisor in the Health Information Management department, realizes that several of this month's inpatient admission orders were not signed by the admitting physician. What should he do?
- Route the record to the admitting physician to obtain the signature.
 - Replicate the physicians' signatures and sign the inpatient admission orders himself.
 - If a frequently occurring problem, contact his supervisor to work with the physician and develop a plan to prevent this from happening in the future.
 - Both a and c are correct.
16. True or False: Employees who report suspected False Claims Act violations are protected by law and by CHS Policy.
- True

- b. False
17. Cindy received a gift of \$100 cash from a grateful family member of a patient for excellent patient care. She is unsure if she can keep the gift. Who should she contact?
- a. Corporate Compliance
 - b. Her Supervisor
 - c. Mr. Tarwater
 - d. A or B
 - e. The Office of General Counsel
18. Fraud or noncompliance can result in consequences to Carolinas HealthCare System and its teammates. Those consequences may include:
- a. Loss of provider licensure
 - b. Exclusion from participation in federal health care programs
 - c. Reputational damage
 - d. Jail time
 - e. All of the Above
19. How can Carolinas HealthCare System teammates help prevent and detect Fraud, Waste & Abuse?
- a. Ensure data/documentation and billing information is both accurate and timely
 - b. Always verify information that is provided to you
 - c. Be on the lookout for suspicious activity
 - d. Report concerns through the Chain of Command
 - e. All of the Above

20. I attest that I have received a copy of the CHS Code of Conduct, "A System of Integrity", and have been oriented on its contents. I understand that failure to comply with the Compliance Policies and the rules outlined in "A System of Integrity" may lead to disciplinary actions, including possible termination of employment. The Compliance policies and procedures are located on PeopleConnect, the CHS Intranet website. Please check the "Yes" box or sign if taken manually before submitting your test. An affirmative answer is required for the successful completion of the Compliance and Privacy Post Test.

a. Yes

Volunteer/Shadow Name: (Print) _____	(Sign) _____
Date: _____	Test Score: _____
Manager Name: (Print) _____	(Sign) _____
Facility: _____	Dept: _____