

Middle Tennessee State University
Office of Compliance and Enterprise Risk Management
ECRMC HEALTHCARE AND HIPAA COMPLIANCE SUBCOMMITTEE

November 13, 2019
10:30am – 11:30am
Health Services Conference-Room

Meeting Minutes

Attendees

S. Wade; C. Mullis; A. Schmuhl; M. Barton; Dr. T. Ragland; A. Magnuson; K. Thurman; R. Chapman; Dr. E. Smith; Dr. M.K. Anderson; H. del Callar; G. Stephens

1. Meeting minutes (ACTION ITEM) – review and approval of meeting minutes from April 11, 2019.

Ms. Stephens presented the meeting minutes from April 11, 2019 of the Healthcare and HIPAA Compliance Subcommittee (Committee). Hearing no comments or recommendations for changes to the April 2019 meeting minutes, Ms. Stephens asked for a motion to approve of the minutes. The motion was made by Rick Chapman and carried by April Magnuson.

2. Updates to HIPAA Training Videos (INFORMATIONAL) – Business Associate Liability.

Ms. Stephens updated the Committee on updates to the annual HIPAA training videos and informed Health Services and Pharmacy to have all staff complete the HIPAA training by the first week of February 2020.

3. Data Security – Follow-up regarding the April 11, 2019 meeting items.

Mr. Chad Mullis, Assistant Vice President for ITD Security, provided an updated on technology items related to Health Services and Pharmacy, including:

- a. ITD testing of VPN access for Health Services remote use.
- b. Encryption of MTSU-owned devices and use by Health Services and Pharmacy.

4. Roundtable – Updates, Concerns, and Questions

The following updates were provided by Committee members:

- a. ITD – Laptops requiring encryption.
- b. Researching of alternative means to refill prescriptions online in a HIPAA compliant manner. Current online form pulled down.
- c. Issues/concerns regarding individuals (students, faculty, and staff) sending PII via emails to Health Services.
- d. ITD: Researching acceptable means of security for online refill forms to be compliant with HIPAA and HITECH regulations.

5. Adjourn.

The meeting adjourned at 11:04 am.