

# Compliance Brief: HIPAA

EfficiencyNOW! ControlNOW! MoneyNOW! ECMNOW!



## Applicability

Do you still have paper records? If so, you may be in danger of costly fines. Healthcare providers must secure Protected Health Information (PHI), exchange data electronically, and protect patient information to comply with the Health Insurance Portability and Accountability Act of 1996 (HIPAA). The regulations are meant to improve the security and **efficiency** of the healthcare system. Healthcare providers, insurance companies, business associates, and anyone who handles medical information—including many employers—must comply with HIPAA. *ECMNOW!* makes it easy!

## Healthcare Impact

You can avoid costly penalties for noncompliance by converting from paper records to a secure, electronic system. The HIPAA Privacy and Security Rules further create a need for administrative, physical and technical safeguards. Healthcare information technology (Health IT) helps you to:

- Enhance **efficiency** by electronically managing records.
- **Control** data security to manage PHI privacy and confidentiality.
- Establish a disaster recovery plan to save **money** during and following an incident.



*“Widespread use of Health IT within the healthcare industry will improve the quality of healthcare, prevent medical errors, reduce healthcare costs, increase administrative efficiencies, decrease paperwork, and expand access to affordable healthcare. It is imperative that the privacy and security of electronic health information be ensured as this information is maintained and transmitted electronically.”*

~ hhs.gov

## ECMNOW! Enables HIPAA Compliance

Your Electronic Medical Records (EMR) system may not be enough for HIPAA compliance. Enterprise Content Management (ECM) allows you to enhance **efficiency** by managing all data in a single system, to securely **control** records and to save **money**. *ECMNOW!* provides a cost-effective answer to HIPAA compliance challenges.

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## Enhance Efficiency with an Electronic Document System

As required by regulations, all health records must be managed electronically and all disclosures of PHI must be documented. Managing both health and business records electronically creates a single, fully **efficient** system, giving you the ability to quickly and easily access information and to effortlessly prove secure disclosure processes.

- Capture and index health, accounting, insurance and other records quickly and accurately.
- Grant secure, temporary, electronic access to external parties, such as insurance providers and external practices.
- Automatically generate claims in the ANSI 837P HIPAA output format without coding.

## Control Privacy through Data Security

You are obligated to ensure the confidentiality, integrity and availability of all patient information. Medical records must be protected from intrusion, and companies must **control** who accesses protected data. The US Department of Health and Human Services (HHS) added a rule to HIPAA expanding individual patient rights. With the addition, patients can now ask for a copy of their medical record in electronic format. *ECMNOW!* provides the tools to address these compliance concerns and to meet your patient's needs.

- Hide PHI to protect patient privacy when a document is shared.
- Restrict access through extensive security settings to ensure only information necessary for the task can be viewed.
- Audit information instantly for every disclosure and know when and how records were retrieved.



## Save Money by Unifying Records Systems

HIPAA requires you to securely store information, which can become costly. *ECMNOW!* simplifies records management and saves **money** by bringing information in multiple formats, including electronic files, paper documents, and email, into a single system for secure management. The HHS ruling increases enforcement and penalties for noncompliance up to \$1.5 million per violation, *ECMNOW!* will help you avoid costly fines.

- Switch from a capital expense to an operating expense with ImageSilo® and save valuable funds and resources.
- Reduce the cost of records management and storage by converting paper records to secure electronic files, and automatically extracting key data.