



HIPAA SECURITY TIP – MAY 2007

E-MAIL SECURITY

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Requirements that impact e-mail security are addressed in the Transmission Security Standard in the HIPAA Security Rule. The Transmission Security Standard (**§ 164.312 (e) (1)**) defined in the Technical Safeguards section of the legislation. Its objective is that organizations implement technical security measures to guard against unauthorized access to electronic protected health information (EPHI) that is being transmitted over an electronic communications network. It consists of two implementation specifications; both are defined as “addressable”.

- Integrity Controls
- Encryption

This Standard basically emphasizes that anytime there is EPHI in “transmission”, or as they say, “data in motion”, organizations need to assure that *reasonable and appropriate* processes and capabilities are in place to secure sensitive information (EPHI) that is being exchanged. Employees and other members of the workforce need to be familiar with the organization’s policy when they are exchanging e-mails that include EPHI. This is especially the case, if e-mails are sent over open or public networks, such as the Internet.

To address this HIPAA Security Rule requirement, organizations need to:

1. Determine what measures exist to protect EPHI in transmission when it is exchanged via applications such as e-mail?
2. Verify that EPHI has been protected against unauthorized access during transmission.
3. Develop an e-mail security policy and train members of the workforce on the organization’s policy and the general requirements of the HIPAA Security Rule.
4. Determine if capabilities such as encryption are required to secure e-mail exchange.

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In this book, we examine regulatory compliance requirements and their impact on technology and security initiatives within organizations. We specifically review the following legislations:

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- Payment Card Industry (PCI)
- Federal Information Security Management Act (FISMA)
- Health Insurance Portability and Accountability Act (HIPAA)
- Food and Drug Administration's Title 21 CFR
- Basel II and several other international regulations including PIPEDA

We also review privacy legislations enacted by several state governments in the United States. We then examine the COSO and COBIT frameworks as well as the ISO 27001 and 17799:2005 Standards. Next, we review the importance of contingency planning, its requirement in legislations and international standards. Finally, we establish best practice recommendations for enabling an enterprise that meets compliance requirements and whose information infrastructure security is *resilient, robust and roving*. Order your copy today.

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Our Commitment to You:

1. Review your Notice of Privacy Practices (NOPP)
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3. Ensure Procedures are in place to comply with Patient Rights
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5. Review all training materials, policies and procedures to ensure HIPAA Privacy Rule requirements are met
6. Review the credentials and job description of the Privacy Officer
7. Review the office lobby and other open access areas of the facility for potential privacy breach concerns
8. Review the Sanction policy and associated documents such as termination procedures)

Please visit www.HIPAAAcademy.Net for details and to see if your organization qualifies.

Contact Us

FREE: For more information or to get a complimentary HIPAA Security Rule Quick Reference Card, please contact Rainey.Johnson@ecfirst.com or call her at 1.515.453.8247 x20.