

PHELPS DUNBAR LLP

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NEW ORLEANS BATON ROUGE JACKSON TUPELO GULFPORT HOUSTON TAMPA LONDON

HIPAA Technology & Security Symposium

Monday, July 29, 2002

Old Capitol Inn - Jackson, Mississippi

8:30 a.m. - 4:15 p.m.

Sponsored by

Phelps Dunbar LLP

Mississippi Hospital Association

Medical Group Management Association

Healthcare Financial Management Association

Negley, Ott & Associates

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June 28, 2002

Re: HIPAA Technology & Security Symposium
Target Audience - *Business Office Managers* - *Medical Record Administrators*
- *Patient Accounting Directors* - *Information Technology Security Personnel*
Monday, July 29, 2002
Old Capitol Inn - Jackson, Mississippi
8:30 A.M. - 4:15 P.M.

Dear Clients and Friends:

The HIPAA Technology and Security Symposium will be held Monday, July 29, 2002 at the Old Capitol Inn in Jackson, Mississippi. The seminar will last from 8:30 a.m. until 4:15 p.m. Breakfast and lunch will be served.

The focus of this Symposium will be security and technology issues. Topics will include:

- HIPAA security and EDI (fundamentals, code sets, SNIP, etc.);
- Certification and testing (levels of testing, testing process, SNIP);
- EDI extension filing process;
- Security and best practices; and
- Major payors panel on EDI and SNIP planning process.

The agenda and biographies of the speakers are enclosed, along with directions to the Old Capitol Inn.

This seminar is a Phelps Dunbar LLP HIPAA Consortium membership activity, so there is no fee for participation by Consortium members. The fee for non-Consortium members is \$75.00. The seminar will also serve as the July meeting for Members of Governor Musgrove's Mississippi HIPAA Implementation Task Force. If there is someone at your company that you would like to invite along with you, either forward the information to that person or complete the enclosed registration form to confirm your attendance. You may fax this form to Michelle Prentice at (504) 568-9130.

I look forward to seeing you on July 29.

Sincerely,



Dineta M. Newman

DMN:mh
Enclosures

PHELPS DUNBAR LLP

C O U N S E L O R S A T L A W

NEW ORLEANS BATON ROUGE JACKSON TUPELO GULFPORT TAMPA HOUSTON LONDON

HIPAA TECHNOLOGY & SECURITY SYMPOSIUM

REGISTRATION FORM

Monday, July 29, 2002
Old Capitol Inn - Jackson, Mississippi
8:30 a.m. - 4:15 p.m.

I/we will attend the Security & Technology Symposium on Monday, July 29, 2002 at the Old Capitol Inn in Jackson, Mississippi.

_____ My organization is a member of the Phelps Dunbar LLP HIPAA Privacy Consortium.

_____ My organization is not a member of the Phelps Dunbar LLP HIPAA Privacy Consortium. Enclosed is a check for \$75 per attendee.

Name of Organization: _____

Address: _____

Names of Attendees: _____

1. _____
2. _____
3. _____
4. _____
5. _____
6. _____
7. _____
8. _____
9. _____
10. _____

MAIL TO: HIPAA Technology & Security Symposium
 Phelps Dunbar LLP
 Canal Place, 365 Canal Street, Suite 2000
 New Orleans, Louisiana 70130-3245
 Attn: Michelle Prentice

FAX TO: (504) 568-9130
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E-MAIL: prenticm@phelps.com

HIPAA TECHNOLOGY AND SECURITY SYMPOSIUM

Monday, July 29, 2002

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8:00 - 8:30 a.m.

Registration

8:30 - 8:40 a.m.

Welcome - **Dinetia M. Newman** - Phelps Dunbar, LLP

8:40 - 9:40 a.m.

EDI Compliance: An Architectural Approach to HIPAA EDI for Compliance and Best Practice

Greg Schulmeier, Senior Manager, Horne CPA Group, Jackson, Mississippi

Mr. Schulmeier will review the regulatory requirements of EDI from both the business office and technology perspective recognizing that these operational areas must come together to achieve compliance. His presentation will review best practices for achieving EDI compliance through a logical sequence of tasks and activities associated with each participant's role in the process.

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9:40- 10:40 a.m.

Certification as HIPAA Compliant for Transactions/Code Sets:

What Does This Mean?

Skip McKinstry, Vice President, Marketing and Sales, Claredi, Oklahoma City, Oklahoma

Mr. McKinstry will discuss Claredi's role in testing for certification and the varying levels of EDI transaction testing. The presentation's goal is to ensure that symposium participants have a solid understanding of the scope of what they will need to participate in during EDI testing and with what portion Claredi can assist.

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10:40 - 10:55 a.m. Break

10:55 - 11:55 a.m.

Transactions and Code Sets Implementation Issues

Larry Morgan, R.Ph., Manager of Clinical Systems, North Mississippi Health Services, Tupelo, Mississippi

This presentation will focus on the tasks involved in implementing the Transactions and Code Sets Standards mandated by HIPAA. After a brief overview, Mr. Morgan will identify the issues surrounding the implementation of the standard transactions. Each issue will be opened to the audience for discussion. Come prepared to share your experiences.

11:55 - 12:45 p.m. Lunch

12:45 - 1:30 p.m.

HIPAA's Security Rule

Gerry Printz, Amsador, Ltd., Jackson, Mississippi

Mr. Printz will cover the HIPAA security regulations (at a high level) for security administration, physical safeguards and technical security. He will explain how the regulations should be addressed from a best practices perspective and will have examples of security findings in his consulting practice.

1:30 - 2:15 p.m.

HIPAA Technology Planning: A Risk Management Perspective

Glenn W. Perdue, LECG, Nashville, TN

Mr. Perdue will focus on how planning and operational issues related to HIPAA, Information Technology, and Risk Management have converged the health care providers and payors and will present a risk management framework setting the stage for this discussion along with several case studies. Mr. Perdue will also discuss various sources of risks resulting from federal law, state/local law, professional sanction and accreditation and public perception as well as other operational and financial risks.

HIPAA TECHNOLOGY AND SECURITY SYMPOSIUM

Monday, July 29, 2002

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2:15 - 3:00 p.m.

Setting Up and Maintaining Effective HIPAA Compliance Security Safeguards

Robert A. Stevens, CISSP, Manager, Information Risk Management Practice, KPMG, Atlanta, Georgia

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Mr. Stevens will discuss establishing a monitoring plan, considerations for using established standards, how the ISO standard covers HIPAA security requirements and how creation of security metrics may be used to monitor security compliance.

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3:00 - 3:15 p.m.

Break

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3:15 - 4:15 p.m.

Payer Panel: HIPAA - Ready or Not?

Rod Walker - Moderator

Gayle Lowery - Division of Medicaid

Gary Dennis - Blue Cross Blue Shield of Mississippi

Darryl Carter - Blue Cross Blue Shield of Mississippi - Medicare Part A

Representative - Cahaba Government Benefits Administrators - Medicare Part B

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S *Greg Schulmeier*, has more than seven years of Health Care strategic planning, performance appraisal, needs assessment, product-line management, information technology (IT), and business intelligence experience in both operations and academic support, with the past two years being in a senior management role. Schulmeier is consistently successful in conceptualizing ideas, seizing opportunities, and identifying and developing initiatives to improve efficiency, reduce costs, and provide access to more information directly contributing to achieving goals in patient care, research, and education. Additional experience providing business development leadership after creating a revenue-producing tool.

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A He is a Senior Manager with Horne CPA Group in Jackson, Mississippi, his principal activities include Project Management and Client Development, particularly in the growth of new business lines for the Health Care and Business Service Groups that marry current financial activities to more technical product lines and development projects. Schulmeier's emphasis is on the development of databases, data warehouses, outcome trees, benchmarking, and business intelligence. His experience also includes the development of tools to respond to various accreditation survey requirements and responses to HIPAA and other health care-related legislation.

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E Greg received a Master of Public Health in Management and Policy Sciences in 2001 from the University of Texas School of Public Health in Houston, Texas. He received a B.A. in Biology, magna cum laude, in 1988 from Trinity University in San Antonio, Texas and was part of the M.D. - Ph.D. program at Baylor College of Medicine from 1988 to 1991.

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B *Larry Morgan*, R.Ph., Manager of Clinical Systems at North Mississippi Health Services (NMHS), is responsible for the support of automated systems within the ancillary clinical areas as well as some 40 corporate clinics. He is a pharmacist with more than 25 years of experience in retail and institutional pharmacy. He also co-chairs the NMHS Joint Commission Information Management Task Force and is responsible for coordinating all regulatory activities within the information systems environment. Morgan was named HIPAA Task Force Coordinator in April 2000 and has managed the HIPAA implementation project since that date. Most recently he was named to co-chair the Mississippi HIPAA Implementation Task Group, a group of providers and payers formed by the Governors' office.

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O *Gerald (Gerry) L. Printz* has over 23 years of experience in information processing. He has designed and prepared Information Systems assessments, disaster recovery plans and security programs as well as managed large projects. Gerry has worked with a wide variety of firms including, for example, major hospitals, national trucking firms, several financial services organizations, an international telecommunications company, large regional retail organizations, large international manufacturing and distribution firms and several State government agencies.

S His information security engagements include security assessments and policy generation. A recent security assessment of a client brought included over thirty recommendations that greatly reduced the company's risk of accidental data modification or purposeful detection by a competitor. Gerry has helped some of his healthcare clients address their HIPAA concerns in regards to information security. He has worked as an expert witness in a case where he proved that his client had proper security controls in place to protect sensitive data. With IBM, Gerry was the Southern Area Security Specialist. In that role, he worked with many clients to implement or improve their information security programs.

Gerry has written over one hundred business continuity plans for data centers running Local and Wide Area Networks, midrange computers and mainframes. He has also written plans for business unit recovery, plant floor recovery as well as recovery plans for entire organizations. For some of these plans, Gerry has conducted an impact assessment that enabled the client to evaluate the impact of an outage, determine how long the business could survive an outage and prioritize applications. He has also conducted Disaster Assessments to determine the client's risk of disaster and their ability to recover if one were to occur. In addition, he has made many recommendations that have reduced his

S clients risk and improved their ability to recover. One of Gerry's clients successfully recovered their manufacturing facility after Hurricane Georges. Gerry has participated in over twenty-five computer hot site tests with his clients.

P Prior to forming AMSADOR, LTD., Gerry spent the first 10 years of his career working as a computer specialist in the insurance, manufacturing, utility, distribution and finance industries. Gerry spent six and one half years at IBM where he worked with clients in many areas of Data Center management. He was one of the first twelve people within IBM to be designated a Certified Systems Management Specialist.

E Gerry received his M.B.A. from Millsaps College. He is the Security Co-Chair for the Mississippi HIPAA Implementation Task Group. He is a member of the Computer Security Institute and the Information Systems Audit and Control Association, where he serves as the President of the Central Mississippi Chapter. Gerry has had articles published in several magazines and is a frequent speaker on information security and disaster recovery planning. He has spoken at the Disaster Recovery Journal's SpringWorld and FallWorld 2001 International Conferences. These are the industry's largest, international conferences. He serves on the Board of Directors of the Matterhorn Growth Fund, a nationally traded mutual fund. Gerry is a Certified Information Systems Auditor (CISA), a Certified Information Systems Security Professional (CISSP) and a Certified Business Continuity Professional (CBCP).

E
R *Glenn W. Perdue* is consultant in Legal Economics Consulting Group's Nashville, TN office focusing upon technology-related strategy, architecture, compliance, risk management, litigation support, and planning issues for healthcare providers, payers, and regulatory groups. He has over fifteen years of experience in healthcare technology consulting and project management previously. Perdue also has extensive experience in educating diverse groups of workers - executives, managers, clinicians, professionals, technologists and staff - in complex business technology issues.

B Work in HIPAA has involved all components - Transactions & Code Sets, Privacy, and Security - from a legal, operational, and technology perspective. Glenn began his initial work and research in HIPAA in 1999 and was previously the Director of Consulting Services for Phyve Corporation in Nashville, TN. Phyve focuses exclusively upon information security in healthcare with a particular emphasis upon the hospital segment where HCA is its largest client.

O In addition to his client work, Glenn has provided HIPAA-related presentations for the Tennessee Medical Association (TMA), the Healthcare Compliance Association (HCCA), the American Hospital Association (AHA), the Meditech Users Group (MUSE), the American Academy of Pediatricians, and others. Glenn also serves on the WEDI SNIP group of the Iowa Hospital Association. Glenn is currently authoring a commissioned report on eHealth that is to be published in the fall of 2002.

S Perdue has broad-based technology exposure to various network, operating system, application development, and database environments. Healthcare industry experience includes work with physicians, hospitals, payers, healthcare IT companies, and eHealth companies. Perdue holds a Bachelors degree in Finance from Middle Tennessee State University and an MBA from the Owen School of Management at Vanderbilt University.

Robert A. Stevens, CISSP, Manager Information Risk Management, in the Atlanta office of KPMG's Information Risk Management Practice. He has 20 years experience planning, designing implementing and managing leading-edge IT systems, including large scale Fortune 500 environments involving user populations of over 50,000 people. He has experience with various areas of Information Security and Risk Management including Risk Assessment, Design of Security Organizations and Programs, Development and Implementation of Security Metrics, and Project Management over large, complex projects. He has been interviewed and quoted in a variety of IT publications

including ComputerWorld, NetworkWorld, Client/Server Journal, and InfoWorld.

S Within the Healthcare Industry, Mr. Stevens has also helped a variety of clients understand, assess gaps and impacts, and plan various approaches to reaching and maintaining compliance with federal regulations within the Health Insurance Portability and Accountability Act (HIPAA). In particular, he has in-depth experience with Security and Privacy portions of HIPAA. Mr. Stevens is a frequent speaker on HIPAA Security and Privacy topics. His latest published article "Remote Access Security" can be found in the May/June 2002 version of the *Healthcare Executive*, a publication of the *American College of Healthcare Executives*.

E Robert has led development of a two-year series of projects for several large healthcare clients to address privacy and security issues and appropriately protect confidential patient information in accordance with HIPAA rules. Initial deliverables included project definitions, tasks, resource needs and timeline for each project, alternatives for insourcing and outsourcing of various functions, new enterprise-wide security policies and procedures, HIPAA project metrics, and an assessment program for measuring current and ongoing compliance internally and to help prepare for external inspection and review.

A He has conducted over a dozen Security assessments, including gap analysis and recommendations for healthcare clients over the last 3 years who must come into compliance with regulations stipulated by HIPAA that include mandated Security and Privacy safeguards as well as the implementation of standard transactions and code sets to streamline and protect industry processing of patient records.

K Developed Security assessment methodology, metrics, policies and audit programs built on ISO 17799 (BS 7799) security standards for Healthcare organizations and clients in other industries. Within Healthcare organizations, these arrangements were designed not only to achieve, but to maintain compliance with current HIPAA security requirements.

E Created significant portions of KPMG's HIPAA assessment methodology for determining & reporting compliance gaps. Performed numerous HIPAA assessments for various healthcare organizations over last 12 months. Now using this experience to enhance gap analysis by providing clients with comparative benchmarks relative to peer organizations.

R Performed and/or managed Information Security Assessments for a variety of healthcare, technology, and manufacturing clients. Environments have included NT; various UNIX platforms, AS/400 and mainframe, along with various LAN, WAN and remote access environments. Analysis has included both production and development/test environments as well as Intranet, Internet and Extranet arrangements. Areas of review covered people, processes and technologies and the management of these items.

B Mr. Stevens received a Bachelor of Science degree in Business Administration from Auburn University and has completed significant graduate level course work in Computer Science, Management and Economics. He is also a Certified Information Systems Security Professional (CISSP).

I **Gary Dennis**, Business Analyst – BlueCross BlueShield of Mississippi - Gary has 30 years experience in healthcare finance and administration, including Medicare audit, provider contracting and payment, hospital financial administration, insurance financial administration, and project management. For the past 5 years, he has worked in project management on various system upgrades, a new Accounts Receivable system, the Prompt Pay law implementation, Web-based group analysis reporting, and HIPAA risk assessment and implementation.

O He holds a Bachelor of Science degree in Accounting from Mississippi State University, is a Certified Public Accountant, a member of State and national CPA organizations, and is a member of HFMA (Healthcare Financial Management Association).

S *Gayle Lowery*, Project Manager - CIBER has over 20 years experience in information systems design and project management of which over 12 has been in state and commercial healthcare. For the past 4 years, she has worked as a project management consultant for CIBER Industry Solutions involved in all aspects of project management for the Mississippi Division of Medicaid. She served as project manager for the division's Y2K implementation and is currently the project manager for HIPAA compliance and the replacement Medicaid Management Information System (MMIS).

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E Locally, Lowery chairs the Mississippi HIPAA Implementation Task Group, commissioned by the Governor to assess the HIPAA readiness of Mississippi's healthcare industry and bring about the statewide coordination necessary for successful compliance. Nationally, she co-chairs the National Medicaid EDI HIPAA Workgroup's (NMEH) Claims Attachment sub-workgroup that focuses on identifying attachment needs for state Medicaid agencies and was recently selected to the steering committee of the Southern HIPAA Administrative Regional Process (SHARP) as an alternate for her consulting company, CIBER, Inc.

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K On April 26, 2001 Lowrey received HCFA's (now CMS) HIPAA Hero Award for outstanding leadership in assisting all state Medicaid agencies in the implementation of HIPAA Administrative Simplification. She holds a Bachelor of Science degree in Computer Science from Mississippi Valley State University.

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DIRECTIONS TO OLD CAPITOL INN

From I-55, take the Pearl Street Exit (Exit 96A). Take Pearl Street to State Street. Turn right onto State Street and go two blocks, crossing Amite Street. The Old Capitol Inn is a red brick building on the right. The address is 226 North State Street.