# Unit 6 Assignment:

# The Security Plan

**Unit outcomes addressed in this Assignment:**

- Contrast the terms confidentiality, privacy, and security.
- Identify threats to the security of health information.
- Describe the primary components of the security provision of the Health Insurance Portability and Accountability Act and extensions by HITECH ACT.
- Describe the roles and responsibilities of the health information technician with regards to information security.

**Course outcome(s) assessed/addressed in this Assignment:**

**HI300-3:** Formulate a secure storage and retrieval process for healthcare data.

**GEL 1.1:** Demonstrate college-level communication through the composition of original materials in Standard American English.

**Instructions**

There are two parts to this Assignment. Each one will help you better understand how security breaches are handled and give you the opportunity to create a security plan. Creating this security plan will help you understand what is needed to protect data.

**Part I**

1. Search the internet for news about security breaches in healthcare and other industries in the last three years.

   Suggested source for the latest breach information from the Office of Civil Rights:

   Source: HIPAA Privacy, Security, and Breach Notification Audit Program: United States Department of Health & Human Services. Retrieved from
   http://www.hhs.gov/ocr/privacy/hipaa/enforcement/audit/index.html

2. Write a critical essay summarizing the two cases. Using what you have learned from this course, identify the principal threats in each of these cases and what could have been done to minimize these threats.

**Part 2**

1. Using what you learned from Part I, develop a security plan for a medium sized organization.
2. Critique the plan you have written, identifying its strengths, elements that were not covered in the text, and any additional omissions or weaknesses of the plan.

## Requirements

- The Assignment should be a minimum of four to five pages in length, prepared in a Microsoft Word document.
- Include a title page and reference page. Length requirements do not include the title page, and the reference page.
- Follow APA style format and citation guidelines, including Times New Roman 12 point font and double spacing.
- This Assignment should follow the conventions of Standard American English featuring correct grammar, punctuation, style, and mechanics.
- Include at least four references. The course textbook counts as one reference. All sources must be scholarly. Wikipedia is not acceptable. Use APA style for all citations including course materials.
- Your writing should be well ordered, logical, and unified, as well as original and insightful.
- For additional support utilize the GEL 1.1 Universal Writing Rubric in Doc Sharing, the Writing Center and review Writing Center Resources in Doc Sharing. The Writing Center provides guidelines for writing essays and comparing and contrasting.

## Submitting Your Work

Put your responses in a Microsoft Word document. Save it in a location and with the proper naming convention: username-CourseName-section-Unit 6_Assignment.doc (username is your Kaplan username, section is your course section, 6 is your unit number). When you are ready to submit it, go to the Dropbox and complete the steps below:

1. Click the link that says "Submit an Assignment."
2. In the "Submit to Basket" menu, select Unit 6: Assignment.
3. In the "Comments" field, make sure to add at least the title of your paper.
4. Click the "Add Attachments" button.
5. Follow the steps listed to attach your Word document.

To view your graded work, come back to the Dropbox or go to the Gradebook after your instructor has evaluated it. Make sure that you save a copy of your submitted project.

**Unit 6 Assignment Grading Rubric = 100 points**

| Assignment Requirements | Points possible | Points earned by student |
|---|---|---|
| Includes summary for two cases from the OCR website or internet | **0–25** | |
| Identifies principal threats in each of the cases | **0–15** | |
| Identifies weaknesses in each of the cases | **0–10** | |
| Develops security plan for medium sized organization | **0–25** | |
| Critiques plan and identifies its strengths | **0–15** | |
| Identifies any weaknesses and omissions of the plan | **0–10** | |
| **Total (Sum of all points)** | | |
| **Points deducted for spelling, grammar, and/or APA errors. (See Writing Deductions Rubric in Doc Sharing)** | | |
| **Adjusted total points** | | |
| **Instructor Feedback:** | | |