



HEALTH AFFAIRS



TRICARE
Management
Activity

Professionalization Program

2007 Quarterly Training

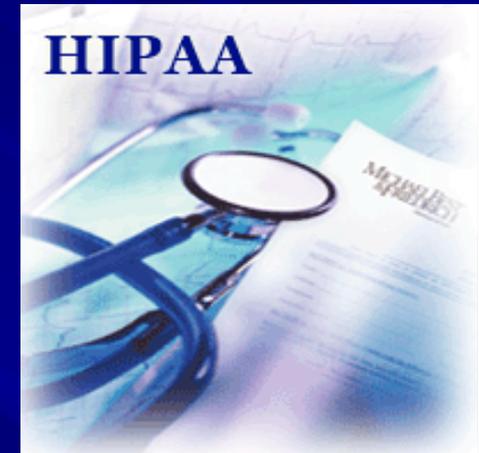
TMA Privacy Office

Invitation to Professionalization

Professionalization Program

Agenda

- Terminology: What Does Professionalization Mean?
- History: Where Has It Been Done?
- Drivers: Why Now?
- Stakeholders: What's In It For You?
- Components: What Does It Look Like?
- Process: How Does it Happen?
- Timeline: What Happens When?



Professionalization Program

Terminology: What Does Professionalization Mean?

- “Professional” work requires:
 - Advanced knowledge from specialized study
 - Consistent exercise of discretion and judgment
 - Intellectual and varied work
- “Professionalization” means identifying:
 - ***Competencies***
 - ***Core body of knowledge (CBK)***
 - ***Minimum level of knowledge and skill***
 - ***Minimum performance standard***
- Long-Term Goal: Enable personnel to transition to full time HIPAA Privacy and Security Officer (PO/SO) positions

Professionalization Program

History: Where Has It Been Done?

- Department of Veterans Affairs
 - Job survey completed
 - Generic position descriptions (PDs) written
 - Competency list compiled
 - Career ladder established
 - CBK defined
 - Training provided—Instructor-led and Web-enabled
 - Testing and certification of level of knowledge
 - Credentialing of one Information Security Officer per location
- Department of Energy
 - Competency list compiled
 - CBK established
 - Training and credentialing (in process)

Professionalization Program

Drivers: Why Now?

- Influence of DoD 8570.1 “**Information Assurance Workforce Improvement Program**” on HIPAA PO/SO positions
 - Applies to positions with privileged system access performing Information Assurance (IA) functions
 - Requires:
 - Certification to the appropriate baseline
 - Continuous learning requirements associated with certification
 - Minimum continuous learning requirement: 120 hours over a three-year period
- Possible maturity of the HIPAA Privacy and Security job from collateral duty or part time position to full position
- Need for consistency across Military Treatment Facilities (MTF)
- Ongoing need to improve efficiency and effectiveness

Professionalization Program

Stakeholders: What's In It for You?

- Clear, one-stop training for HIPAA PO/SO
- Acknowledgement of the extent of collateral duties through formal elements in job descriptions either through:
 - A full HIPAA PO/SO position
 - Formal job elements that enhance the current position
- Evidence of knowledge through testing
- Acknowledgement of expertise through certification
- Acknowledgement of other professional certifications in privacy and security
- Understanding of career opportunities within Military Health System (MHS)

Professionalization Program

Components: What Does It Look Like?



Training

MHS HIPAA Privacy and Security CBK, classroom training, Web-based modules

Testing

120 questions randomized from a list of 400 validated questions

Certification

Certifies that the individual is qualified to act as a MHS HIPAA PO/SO

Ethics Statement

Oath of acceptable behavior to which a HIPAA PO/SO adheres

Career Path/Incentives

Generic PDs, career progression and mobility

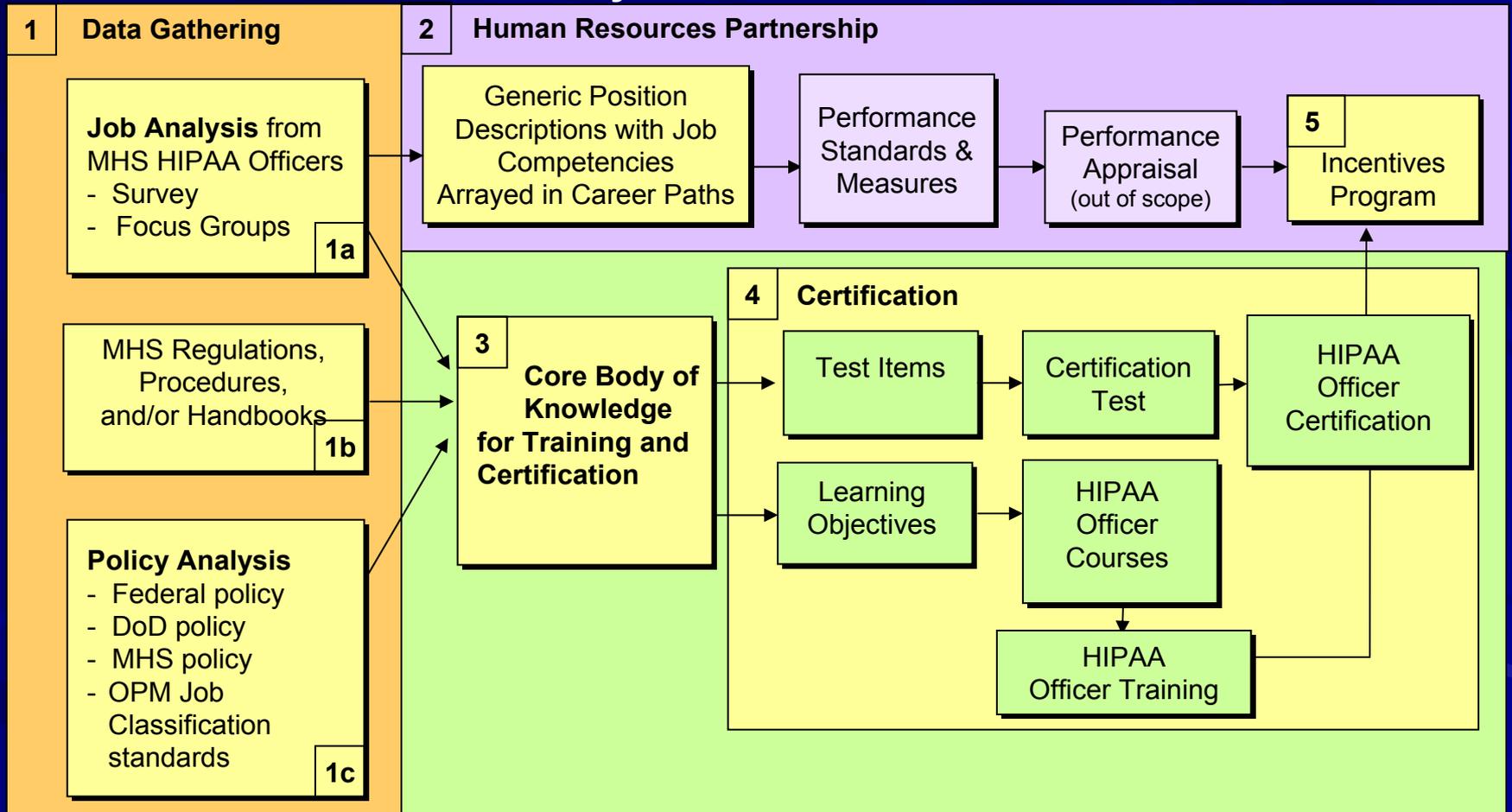
Re-Certification

Post-certification training, re-testing, 3-year re-certification requirement

Professionalization Program

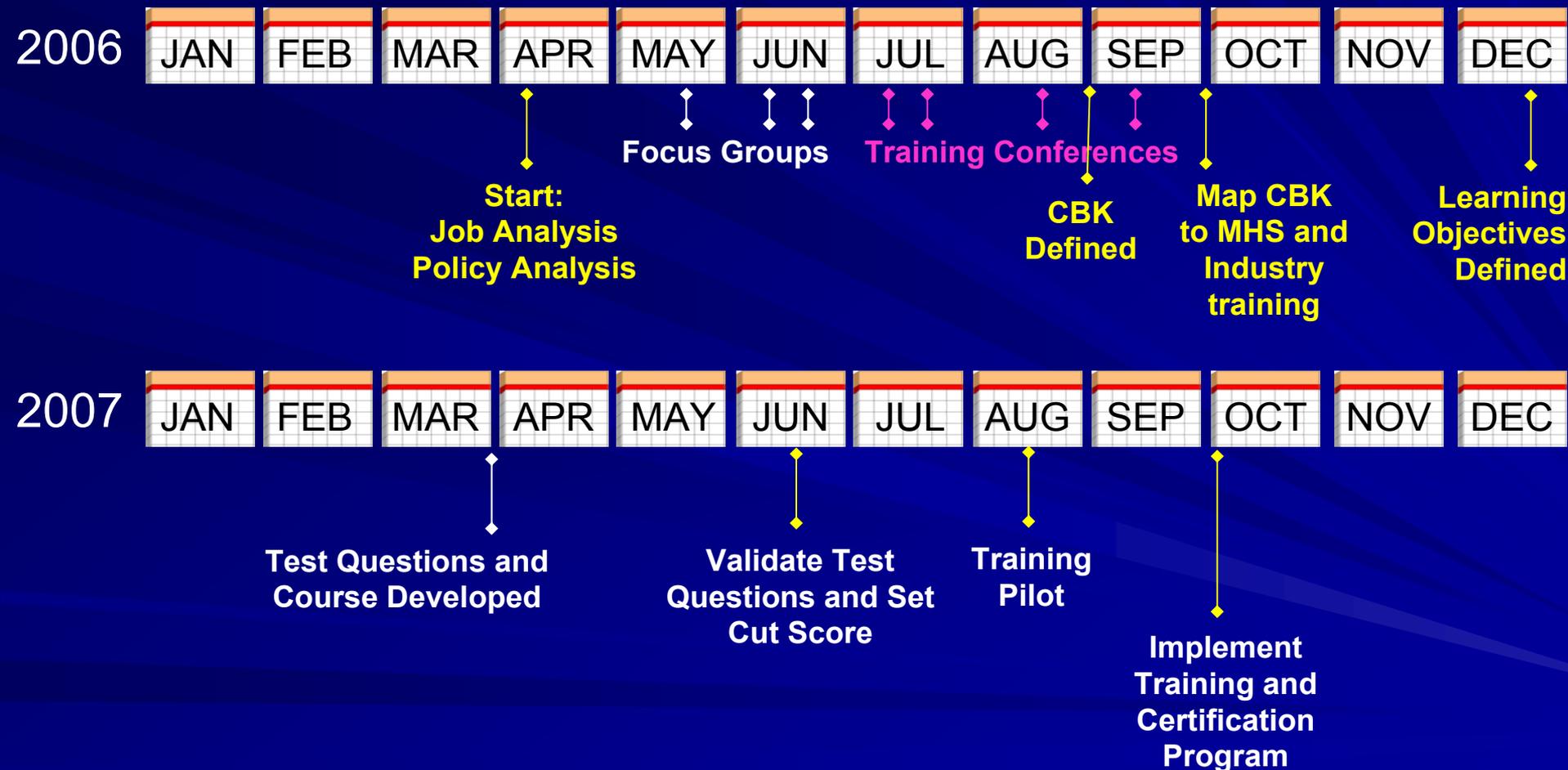
Process: How Is It Done?

MHS Guidance : DoD Policy and TMA Guidance



Professionalization Program

Timeline: What Happens When?



Professionalization Program

Summary

- Define the term and concept of “professionalization” and why professionalization makes sense for MHS
- Identify stakeholders in the professionalization process
- Identify the components or building blocks of professionalization
- Describe the process or methodology used to establish the MHS PO/SO Professionalization Program
- Identify the notional timeline for establishing the MHS PO/SO Professionalization Program

Resources

- DoD 6025.18-R, “DoD Health Information Privacy Regulation”, January 2003
- DoD 8580.X-R, DoD Health Information Security Regulation (Draft)
- <http://www.tricare.osd.mil/tmaprivacy/HIPAA.cfm>
- <http://www.tricare.osd.mil/tmaprivacy/Mailing-List.cfm> to subscribe to the TMA Privacy Office E-News
- <https://hipaasupport.tricare.osd.mil> for tool related questions
- Privacymail@tma.osd.mil for subject matter questions
- Service HIPAA Representatives
- DoD 8570.1-M, “Information Assurance Workforce Improvement Program,” December 19, 2005