



TMA Privacy Office Information Paper

Records Management ♦ FOIA ♦ DUAs ♦ HIPAA Compliance ♦ Privacy Act/System of Records ♦ PIAs



Assigned Responsibility

HIPAA Security Information Paper ♦ March 2010

PURPOSE:

The purpose of this paper is to elaborate on the Health Insurance Portability and Accountability Act (HIPAA) of 1996 Security Rule “Assigned Responsibility” requirements as specified by DoD Regulation 8580.02-R, “Health Information Security Regulation”, (reference (a)). The following policy outlines the procedures which are required.

BACKGROUND:

The HIPAA Security Rule requires covered entities, i.e., MHS, to formally assign a “security official” for the responsibility of the “development and implementation of the policies and procedures” required by the HIPAA Security Rule. As with the Privacy Rule requirement for a Privacy Officer, the final responsibility for security must rest with a single person. More than one individual may be given security responsibilities, especially within a large organization; but a single individual must be designated as having the overall final responsibility.

POLICY:

Covered entities shall assign a person responsible for the development and implementation of HIPAA Security policies and procedures.

- Identify and assign in writing the HIPAA Security Officer for the organization who is responsible for the development and implementation of the policies and procedures required by reference (a). While more than one individual may be given security responsibilities, a single individual must be designated as having the overall final responsibility.
- The number and type of personnel required to implement an organization’s security policies in a manner consistent with reference (a) depends on the size and structure of the organization. Document and validate the actual workforce numbers with a breakdown of responsibilities as part of the security management process.

REFERENCES:

- (a) DoD 8580.02-R, “Health Information Security Regulation”, July 12, 2007