



# BACK TO BASICS



## Compliance Scavenger Hunt



### The Assignment:

Can you locate important Compliance items in your organization? Take photos of the following, or write your answers in the blanks.

(Please remember to follow all privacy guidelines if you choose to use your phone!)

### Find and Answer the Following:

- Who is your Compliance Official/Officer?

Name \_\_\_\_\_

Office Location \_\_\_\_\_ Phone number \_\_\_\_\_

- Identify three locations where Compliance Hotline Posters can be found.

1. \_\_\_\_\_  
2. \_\_\_\_\_  
3. \_\_\_\_\_

- Who is your Privacy/Security Officer?

Name \_\_\_\_\_

Office Location \_\_\_\_\_ Phone number \_\_\_\_\_

- Name two places where you can find the Code of Conduct for your organization.

1. \_\_\_\_\_  
2. \_\_\_\_\_

- Take a selfie with or name two Compliance committee members, EXCLUDING the Compliance official and Privacy/Security officer. Provide name and position.

1. \_\_\_\_\_  
2. \_\_\_\_\_

- Identify two ways you could communicate a concern.

1. \_\_\_\_\_  
2. \_\_\_\_\_

- Take a photo or name the location of your organization's Compliance and HIPAA policies.

\_\_\_\_\_

- Name two places the Notice of Privacy Practices can be found.

\_\_\_\_\_