



VHA PRIVACY & MANDATORY TRAINING

1. The Joint Commission on Accreditation of Healthcare Organizations (JCAHO), now called The Joint Commission, and Health Insurance Portability and Accountability Act (HIPAA) requires that all volunteers receive mandatory training upon entry and on an annual basis. We need to document that you have received this training.
2. Please review carefully the attached information on the following topics:

Privacy & Release of Information
Veterans Rights
Uses of Information within VA
Purposes Requiring Prior Written Authorization
Release of Information Outside of VA
Operational Privacy Requirements
Freedom of Information Act (FOIA)
Information Security

OTHER MANDATORY TRAINING:

Safety, Occupational Health, & Fire Prevention
TB, Bloodborne pathogens, Infection Control
Disaster Preparedness, Emergency System
Terrorism, Bomb Threat, Security
Sexual Harassment, Discrimination, Diversity
Workplace Violence
Equipment Management

I have read the information on topics listed above and acknowledge that I am responsible for adhering to the guidelines discussed.

Name _____

Signature _____

Date _____