



PRE-WORK CHECKLIST

PRE-WORK MATERIAL: HIPAA: CYBERSECURITY

1. Watch the video on the home (main) page: <https://405d.hhs.gov/>
2. Review the information on the following page: <https://405d.hhs.gov/threats>
3. Review the information on the following page: <https://405d.hhs.gov/best-practices>

PRE-WORK MATERIAL: OBSTETRICS

1. Review article: [Cognitive Bias Article](#)
2. Review key definitions and terms: [Obstetrics Pre-Work Terms and Definitions](#)

PRE-WORK MATERIAL: CLAIMS MANAGEMENT

1. Review document: [Notice of Intent Mrs. Doe](#)
2. Review document: [Notice of Intent Patient T](#)
3. Review document: [Patient P SF95](#)
4. Review document: [Patient W SF95](#)
5. Review document: [Employment Contract ABC Health Center](#)
6. Review document: [Case Scenario A](#)
7. Review document: [Case Scenario B](#)

PRE-WORK MATERIAL: INTEGRATING QUARTERLY RISK ASSESSMENTS INTO YOUR PROACTIVE RISK MANAGEMENT PROGRAM

1. Review document: [Using Risk Assessments to Implement Positive Change](#)
2. Complete the online version of the [FTCA Sample Quarterly Risk Assessment](#)
3. Download a PDF summary of your FTCA Sample Quarterly Risk Assessment responses

PRE-WORK MATERIAL: REPORTING ANNUAL RISK MANAGEMENT ACTIVITIES TO THE GOVERNING BOARD

1. Review the [Risk Management Sample Report to the Board](#)
2. Download the [FTCA Application Procedural Demonstration of Compliance Tool: Risk Management - Annual Report to Board Edition](#)
3. Complete the report to the board by gathering information specific to your organization.

