



Mandatory HIPAA Training

Welcome! As a new workforce member at ADMHS County of Santa Barbara and in order to be trained on the County Privacy and Security Policies and Procedures, you are required by the Internal Policies and Procedures and by the Federal Health Insurance Portability and Accountability Act (HIPAA) to complete a HIPAA Awareness Training.

Additionally, you will be required to participate in annual awareness training and education.

Please contact Yvonia Newby (Privacy Officer) via e-mail ynewby@co.santa-barbara.ca.us who will assist you in obtaining your e-learning account. Please provide your EIN (Employee Identification Number), which may be obtained from the HR Department.

If you do not have an EIN due to your employee status you will be provided the same version of the HIPAA training. Please e-mail Yvonia for details.

A completion date of your training and receiving a passing grade on your quiz is essential for compliance record keeping.

HIPAA training MUST be completed within 30 days of your hire.

Additionally, you will be asked to sign an Employee Confidentiality Acknowledgement by which you will affirm that you understand the nature of your future duties as a County Employee and importance of protecting client's personal health information.

If you believe that your position is exempt from attending this training due to the nature of your job, please immediately contact the Privacy Office at 934-6542.

Thank you for your kind cooperation,

*Yvonia Newby, CHPC
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