

**Estimated Budget**

9/22/20

<b>Task</b>	<b>Est. Hours Min</b>	<b>Est. Hours Max</b>	<b>Est. Total Min</b>	<b>Est. Total Max</b>
<b>PRIVACY REVIEW</b>				
Updated information gathering and document review provided by Polk County pertinent to current HIPAA privacy operations	10	12	\$3,000.00	\$3,600.00
Updated Identification of all affected entities and determination of classification of entities as covered or hybrid	10	12	\$3,000.00	\$3,600.00
Identify PHI being stored/transmitted from the affected entities, identify who has access to PHI and create flow chart	10	12	\$3,000.00	\$3,600.00
Identify individuals responsible for HIPAA healthcare compliance including privacy officer and HIPAA Liason; develop roles and responsibilities related to HIPAA oversight.	8	12	\$2,400.00	\$3,600.00
Review and analysis of current Florida Medical Records policies and procedure, including medical record access, existing policies/procedures for application of privileges to medical records; existing policies/procedures for mandatory reporting requirements; existing patient consent and waivers; existing policies/procedures for provisions related to HIV/AIDS	10	12	\$3,000.00	\$3,600.00
Development and categorization of key issues and compliance	10	12	\$3,000.00	\$3,600.00
Development of general policy statement regarding commpliance with HIPAA	8	10	\$2,400.00	\$3,000.00
Development of Privacy Officer Designation and HIPAA Liason Responsibilities Policy	6	8	\$1,800.00	\$2,400.00
Development of Privacy Policies re: Routine Uses and Disclosures of PHI for Treatment, Payment and Healthcare Operations	10	12	\$3,000.00	\$3,600.00
Development of Privacy Policies re: Uses and Disclosures of PHI where no authorization is required	10	12	\$3,000.00	\$3,600.00
Development of Privacy Policies re: Uses and Disclosures of PHI requiring authorization	10	12	\$3,000.00	\$3,600.00
Development of Privacy Policies re: Minimum Necessary Policy and Procedure (2) associated policies	10	12	\$3,000.00	\$3,600.00
Development of Privacy Policies re: Patients Rights Policies (3) associated policies	10	12	\$3,000.00	\$3,600.00
Development of Privacy Policies re: Privacy Concerns Procedure for PHI	10	12	\$3,000.00	\$3,600.00
Development of Privacy Policies re: Reasonable Safeguards Procedure (3) associated policies	10	12	\$3,000.00	\$3,600.00
Development of Privacy Policies re: Notice of Privacy Practices Policy	10	12	\$3,000.00	\$3,600.00
Development of Privacy Policies re: Business Associate Policy	10	12	\$3,000.00	\$3,600.00
Development of Privacy Policies re: Release of PHI for Deceased Individuals	8	10	\$2,400.00	\$3,000.00
Development of Privacy Policies re: Breach of Unsecured PHI	10	12	\$3,000.00	\$3,600.00
Development of Privacy Policies re: Sanctions	8	10	\$2,400.00	\$3,000.00
Development of Privacy Policies re: Florida specific requirements and Super confidential Information	10	12	\$3,000.00	\$3,600.00
Development of Privacy Policies re: Verification of Identity	8	10	\$2,400.00	\$3,000.00
Development of Privacy Policies re: De-Identification of PHI	10	12	\$3,000.00	\$3,600.00
Development of Privacy Policies re: HIPAA Education and Training	10	12	\$3,000.00	\$3,600.00
Development of Privacy Policies re: Privacy Officer Designation and Liaisons	8	10	\$2,400.00	\$3,000.00
Development of Privacy Policies re: Release of information for Workers Ocmpensation purposes	10	12	\$3,000.00	\$3,600.00
Development of Privacy Policies re: Workforce Member Access to Protected Health Information	10	12	\$3,000.00	\$3,600.00
Development of Privacy Policies re: Use of Limited Data Sets	10	12	\$3,000.00	\$3,600.00
Development of Privacy Policies re: Other Policies and Procedures specific to each covered entities internal operations when handling Protected Health Information.	10	12	\$3,000.00	\$3,600.00
Development of Privacy Forms re: Forms, Agreements, guides and/or expectations (25-30)	45	55	\$13,500.00	\$16,500.00
Prepare overview of newly developed Privacy Policies and strategy for implementation and training on policies	8	10	\$2,400.00	\$3,000.00
<b>OVERALL PRIVACY SUBTOTALS</b>				
	327	399	\$98,100.00	\$119,700.00
<b>SECURITY REVIEW AND POLICY CREATION</b>				
Coordination of third party auditor, oversee third-party review of county security processes and completion of HIPAA risk assesment.	20	30	\$6,000.00	\$9,000.00
Review of key issues with county officials approval for policy creation	2	4	\$700.00	\$1,400.00
Development of Security Policies re: Safeguard Requirements (10-15) policies	50	60	\$15,000.00	\$18,000.00
Prepare overview of newly developed Security Policies and strategy for implementation and training on policies	4	6	\$1,200.00	\$1,800.00
<b>SECURITY REVIEW SUBTOTALS</b>				
	76	100	\$22,900.00	\$30,200.00