

ACKNOWLEDGING IN POLICYSTAT

Find Policies to Acknowledge:

If a policy requires user acknowledgment, users are notified of the need for action through email (if an email address is associated with their account), the Home tab (*Fig. 1*), or from the marker on the top right of their PolicyStat home page (*Fig. 2*).

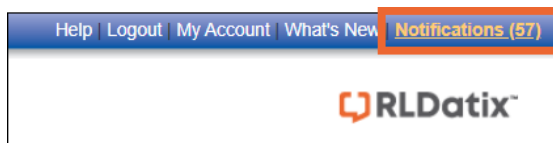


Figure 1

Policies Awaiting Acknowledgment (37)		
Title	Area	Effective Date
HIP013 - GENERAL SECURITY COMPLIANCE and SECURITY OFFICER DESIGNATION	HIPAA	12/2/2016
HIP004 - VERIFICATION OF IDENTITY / AUTHORITY FOR DISCLOSURE OF PHI	HIPAA	11/2/2016
MONITORING and AUDITING of HIPAA	HIPAA	4/14/2015
HIP020 - DEVICE and MEDIA CONTROL	HIPAA	11/2/2016
HIP008 - PATIENT RIGHTS	HIPAA	9/17/2015
...plus More		

Figure 2

Acknowledging a Policy

1. Open the policy.
2. Review the content of the policy
3. At the bottom of the policy, click the **I have read and understood this policy** button (*Fig. 3*).

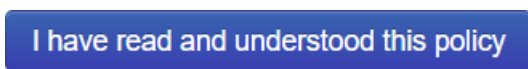


Figure 3

For additional help, visit support.policystat.com or contact support@policystat.com.

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