

March 11, 2005

Dear Valued GBA Customer,

**HIPAA Security Standards Compliance Deadline:
April 21, 2005**

The last major phase of The Health Insurance Portability and Accountability Act (HIPAA) of 1996 is here! The final deadline comes due on April 21, 2005 with the HIPAA Security Standards Rule. The rule requires physicians to have in place administrative, physical, and technical security safeguards that will protect the confidentiality, integrity, and availability of electronic protected health information (ePHI) that the office collects, maintains, uses, and transmits.

We hope that many of you took advantage of the information we sent to you last April about HIPAA 2005, read about the security rule in our fall newsletter, and also were able to schedule an on-site visit with one of GBA's Healthcare Consultants to learn more about security compliance regulations.

To assist its customers, GBA has created the attached document titled *HIPAA 2005 Security Rule – The 54 Steps to Compliance*. After a brief overview of the HIPAA phases, the security rule is explained in detail. While our document is our best effort to present the security rule regulations to you, *ultimately it is the responsibility of each office to read the rule and take steps to meet compliance*. (Please see our Disclaimer on Page 3 of the enclosed document.) At the end of the document are resources for gathering additional information and help with this HIPAA phase.

Most of the compliance work for the HIPAA 2005 Security Rule is not related to your practice management system software, but involves appointing personnel to oversee security and to create written policy for assuring the security of ePHI.

Since you have purchased MEDfx, a state of the art, HIPAA ready solution, your compliance should be as efficient as possible. If you are currently using MEDfx live in your office, then you only need to review the enclosed *HIPAA 2005 Security Rule* document and develop your compliance plan.

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If you have purchased MEDfx, but are waiting for installation and training, you can simply enclose your MEDfx purchase agreements with your practice's compliance plan as a contingency.

As legacy software and hardware of all types continue to become obsolete and replaced by more efficient and secure solutions, we strive to assist our customers with a smooth transition path whenever possible.

A GBA sales representative can review any questions about HIPAA 2005 with you. Please call the GBA Sales Department at **(800) 421-9497**.

We appreciate your business and, as always, will continue to work tirelessly to maintain your trust in GBA as your valued business partner for healthcare.

Sincerely,

A handwritten signature in black ink that reads "Colin Barry". The signature is written in a cursive style with a long, sweeping tail on the letter "y".

Colin Barry
President/CIO

Enclosure