



HIPPA and YOU

an online resource
created to accompany

Pre- and Perinatal Massage Therapy:

*A Comprehensive Guide to Prenatal, Labor
and Postpartum Practice
(Third Edition)*

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(Handspring Publishing Ltd. 2021)



this resource links to:

Chapter 8, page 279



HIPPA and YOU

Confidentiality is an integral part of our professional ethics. This applies to personal communications as well as electronic records of our work. That's where HIPPA becomes relevant for you, maybe.

These first links will help you to orient to the Health Information Portability and Accountability Act of 1996 (HIPPA), in general. Additional Privacy, Security and Enforcement Rules were added to the original federal legislation. Be sure to get familiar with all aspects of these legal requirements to determine if they apply to you as you practice massage therapy independently or as an employee and how to comply.

<https://www.cdc.gov/phlp/publications/topic/hipaa.html>

<https://www.hhs.gov/hipaa/for-professionals/covered-entities/index.html>

Use the links below to guide and assist you in implementing HIPAA compliant processes in your practice. These sites are specific to therapeutic massage and bodywork.

<https://www.massagemag.com/need-know-hipaa-requirements-35661/>

<https://www.abmp.com/textonlymags/article.php?article=801>

<https://www.amtamassage.org/resources/forms-templates/>

<https://www.messagebusinessblueprint.com/e18-do-i-need-to-be-hipaa-compliant-as-a-massage-therapist>

<https://www.jotform.com/blog/massage-intake-forms-hipaa-compliant/>

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<https://www.jotform.com/what-is-hipaa-compliance/>

<https://www.jotform.com/blog/personally-identifiable-information-hipaa/>

<https://www.jotform.com/blog/best-hipaa-compliant-email-providers/>

<https://discoverypointschoolofmassage.com/2018/10/15/is-your-massage-therapy-intake-form-compliant/>

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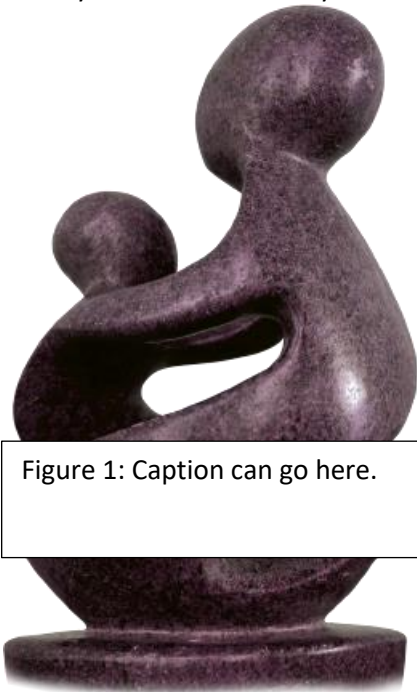


[the other feature for your use is illustrations:

Word gives a lot of options for how to import images into the doc. The easiest way I have found is to have the image open on your desktop, and then drag it onto this doc, roughly where you want it, and then release the cursor.

Same as with the text, then click “keep destination formatting.”

Then you can decide how you want the text to look relative to the image. Find the “wrap text” pull-down menu and you’ll see the choices. I think for the online resources the two most helpful ones will be “square” and “top and bottom.”



The image to the left is set for “square.” Click on the image and you’ll see a series of white boxes appear as an outline of the image. Hold the cursor within that outline and you can drag the image anywhere on the page. As you’ll see, this surrounding text moves relative to the image.

The same is true for this caption box, which we can copy and paste below each of the images, and replace the placeholder text with whatever caption we want. Like the image itself, for the caption box too you need to select “text wrap” and choose the same function you used for the image – either “square” or “top and bottom.”

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The other wrap text option is “top and bottom.” That means that your text won’t appear to the side of the image, but only above and below. The image here is set to “top and bottom.”



Figure 1: Caption can go here.

There are still lots of other things we need to figure out – how we want to format bullet point lists, how we want to standardize the look of the Think It Through test questions, etc. But this should be a good start and then we can keep on talking about those elements.

Onward!

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