

## 2017 Annual Compliance Training for AU Health Employees

*\*This notice is for employees of AU Health only.*

The AU Health Compliance Program was created to assure AU Health meets its commitment to comply with all laws, regulations, and policies in its operations. It is a pro-active program which includes training workforce members to be better equipped to prevent, detect, and report illegal, unethical, or non-compliant incidents.

To access your annual training assignment, go to [www.healthstream.com/hlc/augustauniversity](http://www.healthstream.com/hlc/augustauniversity) in your web browser and use your Net ID and password to login. ***It is recommended to use Internet Explore for this training as the preferred browser.*** If you have any issues or questions with your login, contact the Help Desk at 706-721-4000.

This year's Annual Compliance Training assignments are outlined below:

### AU Health Employees (December 6, 2017)

Within this course assignment, review the content and complete the quiz or attestation for each of the following modules:

#### **2017 Annual Compliance Training**

- Annual Safety, Security and Emergency Response Refresher 2017
- CARE Team Training
- Conflicts of Interest Disclosure Training
- Fraud, Waste and Abuse
- Healthy Perspectives
- HIPAA Refresher 2017 Part 1 and Part 2
- Information Security/Confidentiality Statement
- Policy Tech

### AU Health Employees Who Are University Students (December 6, 2017)

Within this course assignment, review the content and complete the quiz or attestation for each of the following modules:

#### **2017 Annual Compliance Training**

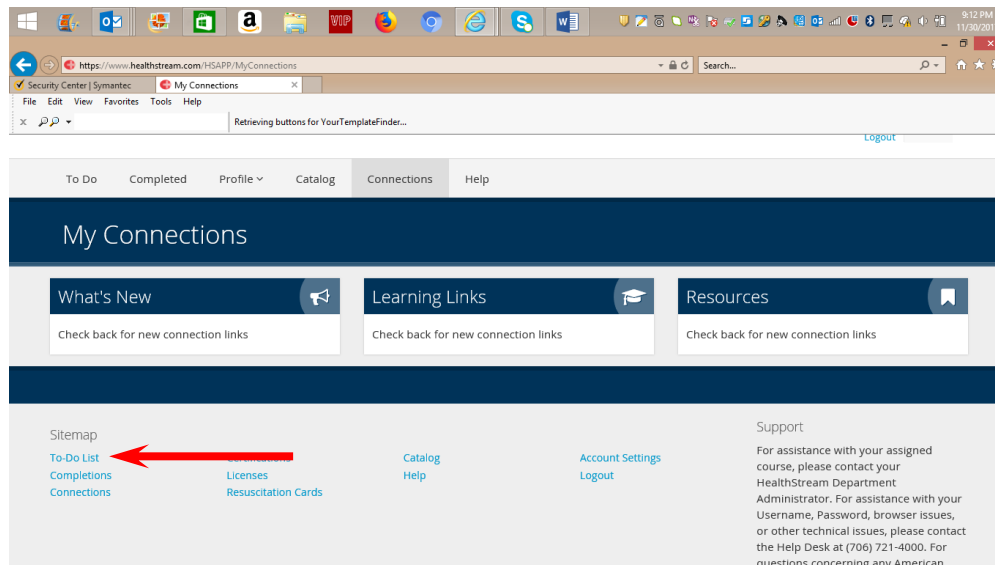
- Annual Safety, Security and Emergency Response Refresher 2017
- CARE Team Training
- Conflicts of Interest Disclosure Training
- FERPA/Drug-Free Schools and Campuses
- Fraud, Waste and Abuse
- Healthy Perspectives
- HIPAA Refresher 2017 Part 1 and Part 2
- Information Security/Confidentiality Statement
- Policy Tech

### Management Communications and Computer Access

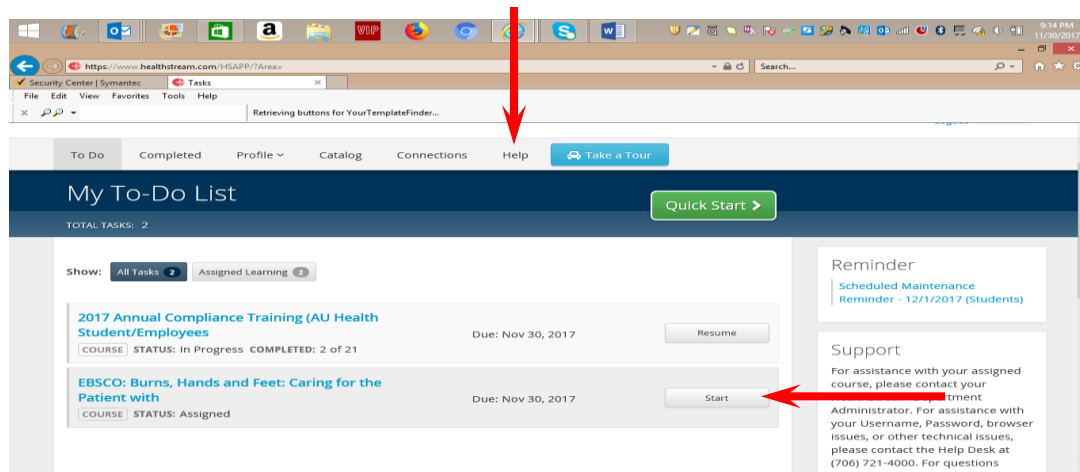
Please make this notification available for your employees without computer access, and advise them that computers are available to use in the Greenblatt Library. Alternatively, you may contact Workforce Development at 706-721-4054 to schedule a computer session in the HR Training Room.

## Instructions to Access Training and Contact Information for Additional Assistance

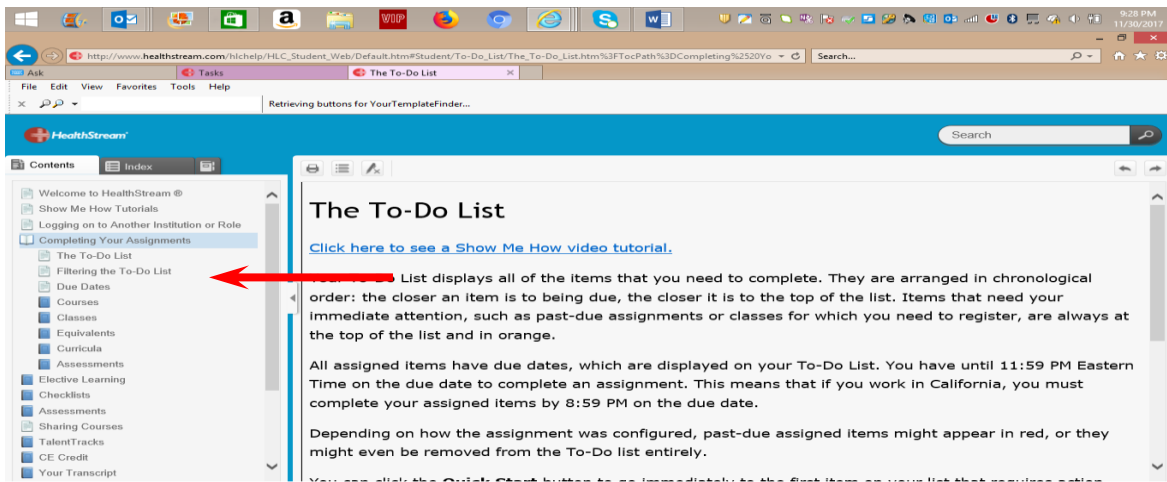
- To access your annual training assignment, go to [www.healthstream.com/hlc/augustauniversity](http://www.healthstream.com/hlc/augustauniversity) in your web browser. **It is recommended to use Internet Explorer for this training as the preferred browser.**
- Log-in by using your Net ID and password (this is the same username and password you use to access Outlook and login to your work station each day):
  - If you have any issues or questions with login, contact the Help Desk at 706-721-4000 or (706) 721-7500.
- Once you've logged in to the [HealthStream Learning Center](#) (HLC), click on your **To Do List**.



- On your **My To-Do List** page, click on the **Start** button to begin the **2017 Annual Compliance Training** assignment or other course assignment.
- All HLC users will have access to an online **Help Guide** within the system should they need instructions in navigating the system.



- Once the Help Guide opens, users can choose the topic of choice from the navigation pane at the left of the page by clicking on the topic.



- Learning labs have been scheduled on both campuses to assist employees who may need help in completing this important training assignment.

## Compliance Hotline

Augusta University provides an anonymous Compliance Hotline (1-800-576-6623) available 24 hours a day/ seven days a week, to report any complaints or concerns you may have related to compliance issues. You may also file a report online by clicking here:

[File a Report Online](#)

**HONESTY ETHICS RESPECT TRUST HONESTY ETHICS RESPECT TRUST HONESTY ETHICS RESPECT TRUST**

**DO THE RIGHT THING**  
Report concerns of unethical, noncompliant, or illegal activity.

By reporting wrongdoing, you are protecting the INTEGRITY and VALUES of our university and health system.

**COMPLIANCE HOTLINE**  
Anonymous/Confidential Reporting  
AVAILABLE 24 / 7 / 365 **800-576-6623**  
augusta.edu/compliance/hotline.php  
HOTLINE OPERATED BY INDEPENDENT COMPANY

**AUGUSTA UNIVERSITY** **Health AUGUSTA UNIVERSITY**

OFFICE OF COMPLIANCE and ENTERPRISE RISK MANAGEMENT  
PHONE: 706-721-0900 EMAIL: compliance@augusta.edu or privacy@augusta.edu

Augusta University is a part of the University System of Georgia. Poster produced by the Division of Communications and Marketing.

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