



Acknowledgment of Company ID and Access Card

This is to acknowledge the receipt of the following company property:

1. Company ID with sling
2. Access Card

For any loss, damage and/or replacement of Access card and company ID sling will have a penalty of:

Company Sling – Php 100.00

Access Card – Php 500.00

Montage Key Card – Php 700.00 (For employees assigned in Montage building only)

By signing this form, I agree that I am responsible for the company property issued to me and agree that I will use it in the manner intended. Upon separation from iPloy, Inc., I will return the access card, company ID and sling in good condition. I also understand that I have to pay the specified items issued to me that are damaged or lost in my possession. In this regard, failure to return the company asset/s in good condition and/or in case of loss, I hereby authorize a payroll deduction to cover its replacement cost. Moreover, I was informed that in case of loss either of the above-mentioned company issued assets, I am obliged to secure affidavit of loss.

Acknowledged by:

Marianne Christine Peñas / 09-18-25
Signature Over Printed Name/Date
Employee ID: 4157

Released by:

Marianne Christine Peñas / 09-18-25
Signature Over Printed Name/Date
Employee ID: 4157



HIPAA, HITECH and The Omnibus Rule

I understand I have been identified as a team member who has the responsibility of accessing, handling and securing Protected Health Information (PHI). I understand PHI is contained in both hardcopy and electronic formats. Unsecure and unencrypted PHI can lead to a breach as defined under the Health Insurance Portability and Accountability Act (HIPAA) Breach Notification Rule 45 CFR 164.400-414.

I have participated in the HIPAA training session: HIPAA, HITECH and The Omnibus Rule.

I understand that if I have questions at any time regarding HIPAA or PHI, I will consult with iPloy's appointed security a compliance officer.

My signature below confirms my understanding of the training material, my responsibility to secure PHI and to notify my supervisor of incidents and/or complaints related to unsecure and unencrypted PHI.

Employee Signature _____

Marianne Christine Heider

Date _____

9/22/2020

1. What is/are the obligation your company has pertaining to Minimum Necessary Rules?

Choose 1 or more answers. (1 point)

- Identify the person or classes of persons in it's work force who needs access to PHI.
- For each person or class identify the category or categories of PHI to which access is needed
- Enforce those limitations
- Submit a list to CMS a list of persons and categories on an annual basis

2. Is HIPAA applicable only to PHI transmitted in electronic format? (1 point)

- No
- Yes

3. Which of the following render ePHI secure under the HITECH Act. Choose 1 or more answer/s. (1 point)

- Making ePHI undreadable by unauthorized persons
- Making ePHI unusable by authorized persons
- Making ePHI indecipherable by unauthorized persons
- none of the above

4. A Mortgage company is considering a loan to an oxygen patient of yours. Are you allowed to release info to that mortgage company, so that they can make a good decision on the credit worthiness of the individual? (1 point)

- Yes
- No

5. HIPAA was established on August 21, 1994. (1 point)

- True
- False

6. A notice of breach should be written in? (1 point)

- Plain language
- health care phrasing
- In formal legal language
- None of the above

7. What does O in the acronym TPO mean? (1 point)

- Health Care Operation
- Obligated
- Operation

8. Which among the choices below are/is an element/s of HIPAA Compliance? Choose 1 or more answer/s. (1 point)

- Submitting Authorization Letter
- Providing Security for this information
- Ensure Portability of Insurance
- Protecting Human Rights

9. As a result of the HIPAA and HITECH rules, individuals have? Choose 1 or more answer/s.

(1 point)

- An Enhanced right to request access to their protected PHI
- A right to request transmission of their PHI to a specific third party
- None of the above
- All of the above

10. Why was HIPAA created? (2 points)

Hipaa was created to ensure PHI's security. they are made to secure and protect the patient's health information such as medical records.

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1. Is a piece of paper required by Centers for Medicare and Medicaid Services to substantiate the necessity of an item of durable medical equipment furnished to a medicare beneficiary? (1 point)

- Certificate of Medical Need
- Certificate of Medical Necessity
- Certificate of Medical Claim
- Prescription

2. The patient's _____ contains the important information about the patient. (1 point)

- Records
- Prescription
- Face sheet
- Face book

3. A DME that would allow the patient to be transported from one place to another? (eg Wheel Chair to Bed). (1 point)

- Walker
- Patient Lift
- Stretcher
- Wheelchair

4. Our _____ department is geared towards implementing price transparency. (1 point)

- Intake
- Customer Service
- Orders
- Patient Pay

5. Can refer to items that are created for obese individuals to best suit their needs. (1 point)

- Durable Equipment
- Bariatric Equipment
- Heavy Duty Equipment
- Obese Equipment

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6. What is the important element in the patient's prescription? (1 point)

- Signature of the doctor and the date for when it was created.
- Signature of the doctor and NPI number
- Signature of the doctor and the diagnosis
- Date for when it was created and diagnosis

7. How many months will the patient need to rent the equipment? (1 point)

- 10 months
- 12 months
- 14 months
- 13 months

8. The department in charge of creating and updating patient accounts. (1 point)

- Patient Pay Department
- Documentation Department
- Posting Department
- Intake Department

9. They are in-charge for processing payments, verification, adjustments and re-submission of claims from medical insurance for the medical equipment coverage. (1 point)

- Posting Department
- Medical Billing Department
- Patient Pay Department
- Documentation Department

10. The _____ department does make sure that the order and the patients demographics are in correlation (1 point)

- Documentation
- Confirmation
- Asset
- Compliance

11. The equipment that is used to alleviate pain for the patient's sacral wound? (1 point)

- Alternating Pressure Pad (APP)
- Boho Cushion
- Low Air Loss Mattress (LAL)
- Roho Cushion

12. What is Sleep Apnea? (1 point)

- Cessation of breathing while you are sleeping.
- Excessive daytime sleepiness
- Proceeding to a deep restful phase of sleep.
- Abnormality in the skin

13. What is the meaning of DME? (1 point)

- Dependable Medical Equation
- Durable Medical Equipment
- Durable Medical Expertise

14. The main role of the _____ is to process the getting an agreement from the payer to cover specific services before the service is performed.

(1 point)

- Authorization Department
- CPAP Department
- Orders Department
- Intake Department

15. They maximize comfort for patients who use them for extended periods of time, and their customizable features make it easy to adjust its specific parts according to the patients needs. (1 point)

- Walker
- Hospital Bed
- Commode
- Wheel Chair

16. People who commonly require _____ are those who have experienced a stroke, joint replacement or perhaps have a disease such as Parkinson's disease or Multiple Sclerosis, any condition that limits their flexibility or ambulation.

- Shower Seats
- Commode
- Bathroom Safety

17. An individual who has _____ is likely required to have a shower or bath seat.

- Tracheostomy
- Post-Polio Syndrome
- Tuberculosis

18. It is one of the most private things we do during the day. Being independent when we do this activity is important to clients and customers.

- Toileting
- Eating
- Sleeping

19. This type of commode provides for the needs of non-ambulatory users by permitting lateral or sliding transfers to and from a bed, chair or wheelchair.

- Basic bedside commode with fixed arms
- Bedside commode with drop-arm or removable arm
- Over-the-toilet commode

20. This type of commode meets the needs of people who can stand but cannot walk well (or ambulate) the distance required to get to the bathroom.

- Basic bedside commode with fixed arms
- Bedside commode with drop-arm or removable arm
- Over-the-toilet commode

21. This may be experienced by otherwise healthy elderly individuals or by those who have suffered head or spinal cord injuries or possibly a stroke.

- Incontinence
- Ostomy
- Stroke

22. The head section and foot section of this type of hospital bed are raised and lowered using separate hand cranks. A third crank raises and lowers the height of the bed.

- Semi - Electric Hospital Bed
- Manual Hospital Bed
- Full Electric Hospital Bed

(A) 23. This type of hospital beds have buttons that separately operate the head spring and the foot spring section and a hand crank system that changes the bed height.

- Semi - Electric Hospital bed
- Manual Hospital bed
- Full Electric Hospital bed

24. This type of hospital bed have buttons to operate the head spring section, the foot spring section and the bed height. A manual crank is provided for emergency back-up operation in the event of power failure or the failure of one of the motors.

- Semi - Electric Hospital bed
- Manual Hospital bed
- Full Electric Hospital bed

(B) 25. This medical equipment operates by continuously pulling air into to the bed and pushing it into the cells, in addition this mattress has tiny holes which allow the air to escape out.

- Gel Overlay Mattress
- Low Air Loss Mattress
- Alternating Pressure Pad

26 - 30. Please explain the following in your own words.

What is Medicare?

Medicare is a health assistance given to people who are 65 years old and above, PWD and has Late Stage Renal Disease. It is from the people's tax.

What is Medicaid?

Medicaid is a health assistance provided to people who have low income and limited resources.

What is Deductible?

Deductible is the amount you need to pay or satisfy before your insurance ^{works} or before you can use your insurance.

What is the Difference between Co-insurance and Copay?

Co-insurance is the percentage you need to pay for every transaction.

Copay is the fixed rate you need to pay for every transactions.