



Inter-Office Communication

MEMORANDUM

TO: **RAD 5001 Students**

FROM: Clarence Joe, D.M.D., M.D.
Course Director

Jim Corley, MS
Education Coordinator

DATE: June 24, 2004

SUBJECT: Veterans Affairs (VA) Medical Center HIPPA Training Requirement

One of the RAD 5001 rotation sites is the VA Radiology Department. All students wishing to receive training at the VA must complete VA HIPPA training, sign the HIPPA Training Record document and fill out VA Directive Form: Clinical Trainee Registration Form.

You may register and take the VA HIPPA training on line and receive a training certificate at: www.vhprivacytraining.med.va.gov . The required VA forms are attached. The completed forms should be given to the VA Radiology secretary on the first day of a VA rotation.

Please call Mr. Corley or Fran Wolff at one of the numbers listed below if you have any questions or if you will be unable to attend orientation.

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Course Director

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