Premium Plan: Accessing Your Monthly Compliance Webinars

Where do I find the webinar promo codes?

Option 1: By Email from FTLF

FTLF will send an email to all Premium subscribers about one week prior to each live webinar. This email will contain a link to the webinar registration page as well as a unique promo code for a 100% discount for that webinar.

Option 2: On the Premium Plan Page

- 1. Navigate to the Premium Plan Subscription (2020) page
- 2. Click the gray *Take Course* button (found in the Course Summary box on the Overview tab)



3. Click the *Webinars* tab located on your left-hand side and then click *Start* or *Review* (the button changes once you have accessed the webinars)

COURSE PROGRESS		PAYMENT REQUIRED
PAYMENT REQUIRED	-	You've already purchased this activity.
PLEASE WAIT FOR APPROVAL	-	
• WEBINARS (3 PAGES)		1
• TOOLKITS (5 PAGES)	-	4
ADVICE LINES	-	
O RECORD OF ATTENDANCE FORM	-	
O CONTACT US	-	
OMPLETE		
≡		

4. Click the title of the webinar you wish to get the Promo Code for The promo code will be in blue and can be found under the webinar title.

	← RETURN TO COURSE HC
COURSE PROGRESS	MONTHLY COMPLIANCE WEBINARS PAGE 2 OF
PAYMENT REQUIRED	RESPONDING TO AN OCR HIPAA INVESTIGATION
PLEASE WAIT FOR APPROVAL	1/16/2020 @ 1 pm FT
WEBINARS (3 PAGES)	(Est. duration - 60 min.)
• OPTIONAL Select webinar	
Responding to an OCR HIPAA Investigation	PROMO CODE: Use this code for a 100% discount
The Board's Role in Compliance and Risk Management	

Accessing the Webinar (Live or On-Demand)

You have multiple options for viewing the monthly compliance webinars.

Option 1: Registering with a Promo Code

If you need a Certificate of Attendance you must register for the webinar (live or on-demand) using a promo code.

- 1. Navigate to the course page for the webinar you want to register for
 - You can find direct links to all of the webinars included in your subscription on the <u>Premium Plan Subscription (2020)</u> Agenda tab or inside of the Premium Plan course under the *Webinars* tab
- 2. Click the orange *Register* tab and then click the gray *Add to Cart* button

RESPONDING TO AN OCR HIPAA I	NVESTIGATION	RESP()NDIN(6, 2020	G TO AN OC	R HIP/	AA INVESTIGATION	
OVERVIEW PRESENTER CONTINUING EDUCATION REGISTER		OVERVIEW	PRESENTER	CONTINUING EDUCATION	REGISTER	[
Every HIPAA settlement headline started with the Office for Civil Rights (OCR) investigating a covered entity. Whether the investigation was prompted by the covered entity submitting a	COURSE SUMMARY						
breach report, a proactive audit by OCR, or a patient complaint, the process of responding to an OCR HIPAA investigation can be time consuming, resource intensive and stressful. Developing a thorough	Available credit: 1.00 Certificate of Attendance	ADD TO OAKT					

- 3. Enter the promo code in the *Promotional Discounts* box and click *Apply to Order*
- 4. Click Checkout



- 5. Enter your billing address (you will not be asked for your credit card information or be charged) and click the gray *Review Order* button at the bottom of the page
- 6. Click the *Submit Order* button at the bottom of the page
- 7. For instructions on downloading a certificate after the webinar, <u>see our</u> <u>FAQs</u>

Option 2: I Just Want to Watch the Webinar

If you do not need a Certificate of Attendance can log in to GoToWebinar directly to watch it live or view the on-demand version on the Premium Plan Subscription page

- 1. On the Premium Plan Subscription page, navigate to the webinar tab
- 2. On the left-hand side in the course progress box, click the title of the webinar you wish to view
- 3. **(LIVE)** Click the date and time link (located below the webinar title) to be taken directly to the GoToWebinar registraton page



learning.ftlf.com | 855.200.3822 | learning@ftlf.com

4. **(LIVE)** Enter the required information and click the blue *Register* button

F T FELDES L F LEIFER Responding to an OC	MAN + TUCKER + FIDELL LLP CR HIPAA Investigation	
Thu, Jan 16, 2020 1:00 PM - 2:00 PM EST Show in My Time Zone		
"Required field First Name"	Last Name*	
Email Address*		
By clicking this button, you submit your information to the webinar organizer, who will use	It to communicate with you regarding this event and their other services.	

- 1. **(ON-DEMAND)** On the Premium Plan Subscription page, navigate to the webinar tab
- 2. **(ON-DEMAND)** On the left-hand side in the course progress box, click the title of the webinar you wish to view
- 3. **(ON-DEMAND)** The recorded webinar will be posted within two (2) business days of the live webinar. A video player will appear on this page at that time. You will be notified when the recording is available for viewing



Presentation Slides