



# Compliance *Gazette*

February 2023 · Issue 13

## WHAT'S NEW

### Learn over Lunch with UFCE

In February, UF Compliance and Ethics (UFCE) launches a new [Learn over Lunch](#) webinar program open to all University of Florida (UF) staff and faculty. At least once per quarter, UFCE will host a 50-minute webinar featuring one or more offices with key compliance responsibilities for UF. Speakers will describe their offices' efforts as well as the attendees' role in this compliance work. Sessions will finish up with a question-and-answer period, so bring all your burning questions to clarify your understanding of the requirements and your own responsibilities regarding the target compliance efforts. When possible, sessions will be recorded, and those recordings will be available on UFCE's website.

The first UFCE Learn over Lunch will focus on UF Finance & Accounting's [Antifraud Framework](#). The Antifraud Framework **both** provides the principles and structural elements UF uses to address fraud, waste, abuse, and financial mismanagement **and** outlines the actions and processes UF uses to prevent and detect fraud. This webinar will take place over zoom on February 28 from 12 – 12:50pm. You can reserve your space for this webinar at the following link: [Register for Anti-Fraud Webinar](#).

The 2023 UFCE Learn over Lunch schedule also includes: Youth Compliance (May 23 from 12:00 – 12:50); the Office of Internal Audit (August 22 from 12 – 12:50); and the UF Policy on Policies (November 15 from 12 – 12:50).

Check out the [Learn over Lunch website](#) for more information about the program, which will include recordings of future webinars.



## CELEBRATING OUR VALUES



### Stewardship

*Show respect for those who came before us, responsibility for those now with us, and the commitment to leave a just and habitable world for those who come after us.*

#### ***Stewardship from the Office of Sustainability***

The Office of Sustainability is positioned at the center of the Gainesville community, helping foster collaboration across UF departments, local organizations, and other entities on sustainable practices. You may be familiar with waste management programs, transportation initiatives, or water projects led by the Office of Sustainability. But did you know that the Office of Sustainability brought together over 80 faculty, staff, and students in the creation of visions, goals, and strategies to update the original 2009 UF Climate Action Plan v1.0?

The new [UF Climate Action Plan \(CAP\) 2.0](#) is a shared strategic framework for reducing and mitigating UF's greenhouse gas emissions in order to reach carbon neutrality. While the original plan was a groundbreaking step that solidified UF as a leader in sustainability, there have been many advancements over the last decade that can be used to boost the adaptability and preparation of the university. Reducing and mitigating emissions has several immediate and long-term benefits for the university including increased energy efficiency, improved building performance, avoided utility costs, and reduced vehicle pollution & traffic.

CAP 2.0 establishes clear goals to achieve the university's future needs from a broad lens. The focus of the plan is not only on emissions - it considers academics and resilience as well to ensure a comprehensive approach is taken to protect the campus and its surroundings. Strategies include climate change-related curriculum opportunities and increasing partnerships with community-based organizations that center on building

capacity for equity, strengthening social networks, or improving resource access.

The Office of Sustainability will lead the implementation of the strategies outlined in CAP 2.0 by continuing to facilitate the involvement of the UF community. The work completed by the CAP 2.0 will foster a high quality of life on campus and support infrastructure for preeminence far into the future.

## COMPLIANCE SUPER STAR

### ***Michelle December***

Announcing Compliance Superstar Michelle December from RecSports. Michelle is a committed advocate for Youth Compliance and goes above and beyond to promote and adhere to compliance.



Congratulations to Michelle for a job well done! [Read more](#) about her accomplishments.

Do you know a staff member who is committed to UF's Core Values and acts with Integrity? Let us know by nominating them as a Compliance and Ethics Superstar!

[\*\*Nominate a Compliance and Ethics Superstar\*\*](#)

## COMPLIANCE PARTNER NEWS



### ***Privacy, FERPA, and HIPAA***

Maintaining the privacy of our patients and students at the University of Florida (UF) is a top priority. The UF Privacy Office collaborates and works closely with workforce members to preserve the confidentiality, integrity, and availability of Protected Health Information (PHI) and education record data. The office can answer your questions and provide guidance.

To learn more about what the UF Privacy Office does and all of the ways to contact us, click here: [UF Privacy Office](#). To learn more about access to medical records and what happens if you access a patient's medical record for any other purpose than to do your job, click here: [No Snooping Allowed](#).

Notify the UF Privacy Office **IMMEDIATELY** of any known or suspected breaches. Call (352) 294-8720 if you believe PHI/PII/student education records may have been lost, stolen, compromised, misdirected, etc. The UF Privacy Office will work with you to determine next steps and whether the incident requires notification.

There are many privacy regulations impacting higher education. Here is a quick overview of two of these laws, FERPA and HIPAA:

		Who must comply?	Protected information
<b>FERPA</b>	The <b>Family Educational Rights and Privacy Act (FERPA)</b> is a federal law that protects the privacy of <b>student education records</b> .	Any public or private school: <ul style="list-style-type: none"> <li>• Elementary</li> <li>• Secondary</li> <li>• Post-secondary</li> </ul> Any state or local education agency  <i>Any of the above must receive funds under an applicable program of the US Department of Education</i>	<b>Student Education Record:</b>  Records that contain information directly related to a student and are maintained by an educational agency or institution or by a party acting for the agency or institution.
<b>HIPAA</b>	The <b>Health Insurance Portability and Accountability Act (HIPAA)</b> is a federal regulation that safeguards the privacy of an individual's <b>health care information</b> and establishes certain individual rights with respect to that information (the Privacy Regulations).	Healthcare providers  Health plans  Healthcare clearinghouses  Business associates	<b>Protected Health Information:</b>  Individually identifiable health information that is transmitted or maintained in any form or medium (electronic, verbal, or paper) by a covered entity or its business associates.  PHI specifically excludes educational and other records covered under FERPA and any employment records, even if those employment records contain health-related information.

## TEST YOUR KNOWLEDGE

Do you know the difference between FERPA and HIPAA? Do you know what information is protected? Take the quiz and test your knowledge of these two federal laws that protect personal information.

[Test Your Knowledge: FERPA vs HIPAA](#)



Call the UF Compliance hotline:  
1-877-556-5356  
Or click [here](#) for online reporting.