

# HIPAA CLA-100 Certification Practice Exam (Sample)

## Study Guide



**Everything you need from our exam experts!**

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# Introduction

Preparing for a certification exam can feel overwhelming, but with the right tools, it becomes an opportunity to build confidence, sharpen your skills, and move one step closer to your goals. At Examzify, we believe that effective exam preparation isn't just about memorization, it's about understanding the material, identifying knowledge gaps, and building the test-taking strategies that lead to success.

This guide was designed to help you do exactly that.

Whether you're preparing for a licensing exam, professional certification, or entry-level qualification, this book offers structured practice to reinforce key concepts. You'll find a wide range of multiple-choice questions, each followed by clear explanations to help you understand not just the right answer, but why it's correct.

The content in this guide is based on real-world exam objectives and aligned with the types of questions and topics commonly found on official tests. It's ideal for learners who want to:

- Practice answering questions under realistic conditions,
- Improve accuracy and speed,
- Review explanations to strengthen weak areas, and
- Approach the exam with greater confidence.

We recommend using this book not as a stand-alone study tool, but alongside other resources like flashcards, textbooks, or hands-on training. For best results, we recommend working through each question, reflecting on the explanation provided, and revisiting the topics that challenge you most.

Remember: successful test preparation isn't about getting every question right the first time, it's about learning from your mistakes and improving over time. Stay focused, trust the process, and know that every page you turn brings you closer to success.

Let's begin.

# How to Use This Guide

**This guide is designed to help you study more effectively and approach your exam with confidence. Whether you're reviewing for the first time or doing a final refresh, here's how to get the most out of your Examzify study guide:**

## 1. Start with a Diagnostic Review

**Skim through the questions to get a sense of what you know and what you need to focus on. Your goal is to identify knowledge gaps early.**

## 2. Study in Short, Focused Sessions

**Break your study time into manageable blocks (e.g. 30 - 45 minutes). Review a handful of questions, reflect on the explanations.**

## 3. Learn from the Explanations

**After answering a question, always read the explanation, even if you got it right. It reinforces key points, corrects misunderstandings, and teaches subtle distinctions between similar answers.**

## 4. Track Your Progress

**Use bookmarks or notes (if reading digitally) to mark difficult questions. Revisit these regularly and track improvements over time.**

## 5. Simulate the Real Exam

**Once you're comfortable, try taking a full set of questions without pausing. Set a timer and simulate test-day conditions to build confidence and time management skills.**

## 6. Repeat and Review

**Don't just study once, repetition builds retention. Re-attempt questions after a few days and revisit explanations to reinforce learning. Pair this guide with other Examzify tools like flashcards, and digital practice tests to strengthen your preparation across formats.**

**There's no single right way to study, but consistent, thoughtful effort always wins. Use this guide flexibly, adapt the tips above to fit your pace and learning style. You've got this!**

## **Questions**

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- 1. Which of the following statements about HIPAA is accurate?**
  - A. It allows free sharing of patient information**
  - B. It limits access to patient information based on job responsibilities**
  - C. It requires patients to pay for their medical records**
  - D. It applies only to hospital settings**
- 2. What type of patient data requires special handling under HIPAA regulations?**
  - A. Demographic information**
  - B. Employment history**
  - C. Protected Health Information (PHI)**
  - D. Insurance policy number**
- 3. What is NOT required for valid patient consent under HIPAA?**
  - A. Patient being informed about the risks.**
  - B. Patient providing a signature.**
  - C. Patient being of legal age.**
  - D. Patient's understanding of the information.**
- 4. True or False: Non-compliance with HIPAA rules can lead to civil and criminal penalties.**
  - A. True**
  - B. False**
  - C. Only civil penalties apply.**
  - D. Only criminal penalties apply.**
- 5. How does HIPAA ensure the security of health information exchanged electronically?**
  - A. By limiting access to the physical location of data**
  - B. By implementing administrative safeguards only**
  - C. By enforcing technical safeguards such as encryption and access controls**
  - D. By requiring all health information to be stored on paper**

**6. Are copies of patient information allowed to be disposed of in regular garbage?**

- A. Yes, it's acceptable**
- B. No, this violates HIPAA regulations**
- C. Only original documents can be disposed of**
- D. It depends on the type of information**

**7. Can patients request amendments to their health records?**

- A. No, they cannot request any changes**
- B. Yes, if they believe the information is incorrect**
- C. Only with the approval of a doctor**
- D. Yes, but only for information older than 10 years**

**8. Is HIPAA the only federal law governing patient privacy?**

- A. Yes, it is the only law**
- B. No, there are other applicable laws**
- C. Yes, but only for electronic records**
- D. No, only state laws apply**

**9. Can I share information about a patient's location with a friend?**

- A. Yes, if I know the patient personally**
- B. No, it's a violation of patient privacy**
- C. Only if the patient has consented**
- D. No, but only if the patient is a celebrity**

**10. Which entities are considered covered entities under HIPAA?**

- A. Retail pharmacies and insurance brokers**
- B. Health care providers, health plans, and healthcare clearinghouses**
- C. Patient advocacy groups and non-profits**
- D. Medical supply companies and pharmaceutical manufacturers**

## **Answers**

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1. B
2. C
3. B
4. A
5. C
6. B
7. B
8. B
9. B
10. B

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## **Explanations**

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**1. Which of the following statements about HIPAA is accurate?**

- A. It allows free sharing of patient information**
- B. It limits access to patient information based on job responsibilities**
- C. It requires patients to pay for their medical records**
- D. It applies only to hospital settings**

The accurate statement regarding HIPAA is that it limits access to patient information based on job responsibilities. This principle is a core component of the Privacy Rule within HIPAA, which is designed to protect patients' sensitive health information by ensuring that only authorized personnel can access it. Access to this information is granted based on the necessity of the information for the individual's job functions, thereby maintaining confidentiality and safeguarding patient privacy. This approach ensures that healthcare providers, staff, and others who handle patient data have the appropriate permissions aligned with their specific roles within a healthcare organization. For example, a receptionist may need access to minimal identifying information for scheduling appointments, while a physician may require comprehensive medical histories to provide effective care. In contrast, the other statements do not accurately reflect HIPAA regulations. The law does not permit the unrestricted sharing of patient information; rather, it imposes strict limitations to protect patient confidentiality. Additionally, while patients may sometimes incur costs associated with obtaining their medical records, HIPAA does not mandate that patients pay for their records, instead setting guidelines for how much a provider may charge under certain circumstances. Lastly, HIPAA regulations apply broadly across various healthcare settings—not just hospitals—encompassing any covered entity that handles protected health information, including clinics, insurance companies

**2. What type of patient data requires special handling under HIPAA regulations?**

- A. Demographic information**
- B. Employment history**
- C. Protected Health Information (PHI)**
- D. Insurance policy number**

The correct choice emphasizes the importance of Protected Health Information (PHI) under HIPAA regulations. PHI is defined as any individually identifiable health information that relates to the past, present, or future physical or mental health or condition of an individual, the provision of healthcare to an individual, or the past, present, or future payment for the provision of health care. This information can include a wide range of data, including diagnosis, treatment plans, and payment history, as long as it can be tied back to an individual and their health. HIPAA mandates that entities handling PHI must take specific steps to protect this information from unauthorized access and disclosure. This includes implementing administrative, physical, and technical safeguards to ensure confidentiality and security. The law was established to promote patient rights regarding their health information and to establish guidelines for how healthcare providers and related entities must manage this sensitive data. Other types of data, such as demographic information, employment history, or insurance policy numbers, while they can be relevant or potentially sensitive, do not inherently relate to health information in a way that requires the same level of protection as PHI. Thus, they are not subject to the same stringent regulations imposed by HIPAA, making PHI a critical concern for compliance and patient privacy

### 3. What is NOT required for valid patient consent under HIPAA?

- A. Patient being informed about the risks.**
- B. Patient providing a signature.**
- C. Patient being of legal age.**
- D. Patient's understanding of the information.**

The requirement for patient consent under HIPAA does not necessarily mandate that a patient provide a signature. While obtaining a signature can be a best practice to confirm that consent has been given, it is not strictly required for consent to be valid under HIPAA regulations. Valid consent focuses more on the patient's ability to make an informed decision regarding their health information, rather than just the act of signing a document. For valid consent under HIPAA, the patient must be informed about the risks associated with their information being shared, they must be of legal age to provide consent, and they must demonstrate an understanding of the information being communicated to them. Therefore, while signatures can help document consent, they are not a foundational necessity for validating patient consent under HIPAA guidelines.

### 4. True or False: Non-compliance with HIPAA rules can lead to civil and criminal penalties.

- A. True**
- B. False**
- C. Only civil penalties apply.**
- D. Only criminal penalties apply.**

Non-compliance with HIPAA rules can indeed lead to both civil and criminal penalties, making the statement true. The HIPAA Privacy and Security Rules are designed to protect the privacy and security of individuals' medical information. When entities fail to comply with these regulations, they may face significant consequences. Civil penalties can include monetary fines for violations, which may vary in severity based on the nature and duration of the violation, as well as the entity's intent. The Department of Health and Human Services (HHS) enforces these civil penalties, allowing for a structured response to non-compliance. Criminal penalties come into play for more egregious violations, particularly when there is intent to commit fraud or malicious intent regarding the use and disclosure of Personal Health Information (PHI). Criminal penalties can include hefty fines and potentially prison time, reinforcing the gravity of adhering to HIPAA regulations. Therefore, the understanding that both civil and criminal penalties may be imposed for HIPAA non-compliance underscores the importance of safeguarding patient information and adhering to established privacy laws.

## 5. How does HIPAA ensure the security of health information exchanged electronically?

- A. By limiting access to the physical location of data
- B. By implementing administrative safeguards only
- C. By enforcing technical safeguards such as encryption and access controls**
- D. By requiring all health information to be stored on paper

The implementation of technical safeguards is fundamental to the security of health information exchanged electronically under HIPAA. These safeguards are designed to protect against unauthorized access and ensure the confidentiality, integrity, and availability of electronic protected health information (ePHI). One of the primary technical safeguards includes encryption, which transforms data into a secure format that can only be read by someone with the appropriate decryption key. This prevents unauthorized individuals from accessing sensitive information during transmission over networks. Access controls are another crucial aspect, ensuring that only authorized personnel can view or modify sensitive health data. These controls can include user authentication, role-based access, and audit controls that monitor who accesses the information and when. Together, these technical safeguards form a robust framework for securing electronic health information, aligning with HIPAA's overall objective of protecting patient data and minimizing the risk of breaches. This comprehensive approach is essential as health information increasingly moves to electronic formats, requiring vigilant measures to maintain its security throughout its lifecycle.

## 6. Are copies of patient information allowed to be disposed of in regular garbage?

- A. Yes, it's acceptable
- B. No, this violates HIPAA regulations**
- C. Only original documents can be disposed of
- D. It depends on the type of information

The disposal of patient information in regular garbage is not permitted under HIPAA regulations because this would pose a risk to the privacy and confidentiality of protected health information (PHI). HIPAA requires that all forms of PHI are properly safeguarded against unauthorized access and disclosure. Disposing of such information in regular garbage exposes it to potential retrieval by unauthorized individuals, thus violating the fundamental principles of privacy and security outlined in the law. HIPAA mandates that entities must implement appropriate safeguards, including secure disposal methods, to ensure that any sensitive information is destroyed in a manner that protects it from being reconstructed or retrieved. This could involve shredding paper documents, using secure bins, or utilizing certified document destruction services. By adhering to these protocols, healthcare providers and organizations not only comply with legal requirements but also demonstrate a commitment to protecting patients' privacy rights.

## 7. Can patients request amendments to their health records?

- A. No, they cannot request any changes
- B. Yes, if they believe the information is incorrect**
- C. Only with the approval of a doctor
- D. Yes, but only for information older than 10 years

Patients have the right to request amendments to their health records under the Health Insurance Portability and Accountability Act (HIPAA). This is an important aspect of patient rights, reflecting the belief that patients should have the ability to ensure their health information is accurate and complete. Specifically, if a patient believes that the information in their health records is incorrect or incomplete, they can submit a request to amend those records. The process typically requires the healthcare provider to review the request, and while they are not obligated to agree to every amendment, they must consider it and provide a written response. This empowers patients to participate actively in their own healthcare and maintain the integrity of their medical information. In contrast, the other options do not accurately reflect the provisions under HIPAA regarding patient rights. For instance, patients are not barred from requesting changes, nor do amendments require a doctor's approval as a prerequisite, and there is no specific time limit on when a patient can make such requests based on the age of the information. The emphasis is on ensuring accuracy rather than restricting the ability to amend records.

## 8. Is HIPAA the only federal law governing patient privacy?

- A. Yes, it is the only law
- B. No, there are other applicable laws**
- C. Yes, but only for electronic records
- D. No, only state laws apply

HIPAA, or the Health Insurance Portability and Accountability Act, is a significant federal law designed to protect the privacy and security of patients' health information. However, it is not the only law governing patient privacy. Other federal laws also play a role in protecting health information, including regulations like the Family Educational Rights and Privacy Act (FERPA), which provides privacy protections for students' educational records, and the Genetic Information Nondiscrimination Act (GINA), which protects individuals from discrimination based on their genetic information. Additionally, certain specialized laws provide further privacy protections in specific contexts, such as the Confidentiality of Alcohol and Drug Abuse Patient Records regulation (42 CFR Part 2). Furthermore, states can have their own laws that may offer stronger protections than HIPAA, which means that a comprehensive understanding of patient privacy requires consideration of a variety of laws beyond HIPAA. This multifaceted approach is essential for ensuring the protection of individuals' sensitive health information in various scenarios and settings.

## 9. Can I share information about a patient's location with a friend?

- A. Yes, if I know the patient personally**
- B. No, it's a violation of patient privacy**
- C. Only if the patient has consented**
- D. No, but only if the patient is a celebrity**

Sharing information about a patient's location without their consent violates the patient's privacy rights under HIPAA regulations. HIPAA emphasizes the protection of an individual's health information, including details about their whereabouts, as this can be considered sensitive information. This framework is designed to ensure that patients feel secure in sharing their health information with healthcare providers, knowing it will not be disclosed without appropriate consent. While there may be situations where consent can be granted for sharing information (which is addressed in another option), the question specifically asks about sharing with a friend, which does not inherently imply obtaining consent from the patient. Therefore, the emphasis is on maintaining confidentiality and safeguarding patient privacy without authorization. Other options may suggest scenarios where information could be shared, but they do not sufficiently encompass the universal requirement for patient consent that HIPAA mandates.

## 10. Which entities are considered covered entities under HIPAA?

- A. Retail pharmacies and insurance brokers**
- B. Health care providers, health plans, and healthcare clearinghouses**
- C. Patient advocacy groups and non-profits**
- D. Medical supply companies and pharmaceutical manufacturers**

Covered entities under HIPAA are specifically defined as those that engage in certain types of activities related to health care and the handling of protected health information (PHI). The correct answer highlights that health care providers, health plans, and healthcare clearinghouses are the primary types of organizations that fall under the HIPAA regulation umbrella. Health care providers refer to individuals or entities that provide medical or other health services to patients, such as doctors, hospitals, and clinics, and often transmit health information in electronic form in connection with a HIPAA transaction. Health plans include insurance companies, health maintenance organizations (HMOs), and government programs that pay for health care, like Medicare and Medicaid. Healthcare clearinghouses are organizations that process health information received from another entity, converting it into a standardized format for billing or other purposes. In contrast, the other options provided do not fit the HIPAA definition of covered entities. Retail pharmacies and insurance brokers, for instance, may handle health information but do not necessarily meet the criteria as a health care provider, health plan, or clearinghouse. Patient advocacy groups and non-profits typically do not engage in the electronic transmission of health information linked to HIPAA transactions. Similarly, medical supply companies and pharmaceutical manufacturers may interact with health information, but they

# Next Steps

**Congratulations on reaching the final section of this guide. You've taken a meaningful step toward passing your certification exam and advancing your career.**

**As you continue preparing, remember that consistent practice, review, and self-reflection are key to success. Make time to revisit difficult topics, simulate exam conditions, and track your progress along the way.**

**If you need help, have suggestions, or want to share feedback, we'd love to hear from you. Reach out to our team at [hello@examzify.com](mailto:hello@examzify.com).**

**Or visit your dedicated course page for more study tools and resources:**

**<https://hipaacla100.examzify.com>**

**We wish you the very best on your exam journey. You've got this!**

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