



MEMORANDUM

TO: M.S. in Mental Health Counseling Students
M.S. in School Counseling Students

FROM: College of Psychology – Master’s Program Office

DATE: January, 2017

RE: HIPAA Training

All students are required to complete the HIPAA Training the first semester of enrollment within sixty (60) days of it becoming available in Blackboard. Blackboard can be accessed via sharklearn.nova.edu. You will find the module HIPAA Privacy, Security, and Research Training 2014-2015 listed.

The completed certificate must be submitted to the Master’s Program Office, which is located in the Maltz Psychology Building – Room 2081. The certificate can also be submitted via fax to 954-262-3893 or via email as a scanned attachment to Connie Sokolowski at cs1747@nova.edu. Please remember to maintain copies of this document to be submitted when enrolled in ethics in addition to when you apply for practicum.