

Managing Social Media Use and Privacy for Senior Managers

Answer Sheet – Test Code: LASM0524a

Instructions: After viewing the presentation or reading the learning materials associated with this activity, complete the posttest by filling out the Answer Sheet. Please select the best answer to each multiple-choice question. There is only one correct answer. You must achieve 70% to pass.

Please complete Part 1: Enrollment to provide essential information to create your educational record and to report to licensing boards (if applicable). Your site coordinator will provide you with the facility ID and your username. Then complete **Part 2: Test Answers** by darkening one circle to indicate the correct response to each question. You are also required to provide feedback by completing **Part 3: Evaluation**. After completing this form, please return it to your site coordinator to have your test submitted for processing. Results will be sent to the site coordinator within 4 weeks of submission.

Part 1: Enrollment

Last Name _____ First Name _____

Username _____

Facility Name _____

Role: Allied Health: ☐ RD ☐ PT ☐ OT ☐ RT ☐ SW ☐ Other Nursing: ☐ CNA ☐ LPN/LVN ☐ RN ☐ Other
☐ Non-clinical support role. Please specify your job title: _____

License: All District of Columbia and Georgia nurses, please provide license information for reporting to CE Broker.

State of license (1) _____ License # _____ License Type _____ (abbreviation)

State of license (2) _____ License # _____ License Type _____ (abbreviation)

Part 2: Test Answers

Darken one circle for your answer to each question.

	A	B	C			A	B	C			A	B	C		
1.	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>			5.	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>			9.	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
2.	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>			6.	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>			10.	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
3.	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>			7.	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>						
4.	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>			8.	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>						

Part 3: Course Evaluation – Test Code: LASM0524a

1. Rate to what extent you were able to meet Objective 1: Explain residents' rights with regards to the privacy and security of their personal health information. (1 - lowest, 5 - highest)
☐ 1 ☐ 2 ☐ 3 ☐ 4 ☐ 5
2. Rate to what extent you were able to meet Objective 2: Differentiate between appropriate and inappropriate behaviors related to social media usage for employees of senior living facilities. (1 - lowest, 5 - highest)
☐ 1 ☐ 2 ☐ 3 ☐ 4 ☐ 5
3. Rate to what extent you were able to meet Objective 3: Identify the consequences of improper social media usage to employees of senior living facilities. (1 - lowest, 5 - highest)
☐ 1 ☐ 2 ☐ 3 ☐ 4 ☐ 5
4. Rate to what extent did the program content relate to the learning objectives? (1 - lowest, 5 - highest)
☐ 1 ☐ 2 ☐ 3 ☐ 4 ☐ 5
5. Rate the effectiveness of the independent study learning method. (1 - lowest, 5 - highest)
☐ 1 ☐ 2 ☐ 3 ☐ 4 ☐ 5
6. Rate the contribution of this course to your overall knowledge of the subject. (1 - lowest, 5 - highest)
☐ 1 ☐ 2 ☐ 3 ☐ 4 ☐ 5
7. Rate your overall degree of satisfaction with this course. (1 - lowest, 5 - highest)
☐ 1 ☐ 2 ☐ 3 ☐ 4 ☐ 5
8. Rate the degree that you believe this course was objective and free from bias. (1 - lowest, 5 - highest)
☐ 1 ☐ 2 ☐ 3 ☐ 4 ☐ 5
9. Rate your level of expertise in this subject prior to this course. (1 - lowest, 5 - highest)
☐ 1 ☐ 2 ☐ 3 ☐ 4 ☐ 5
10. Rate the educational level of the content.
☐ Basic
☐ Intermediate
☐ Advanced
11. Comments: _____

12. What future topics would you like to see offered for CE?

Posttest

— Retain test below for your records. Only submit answer sheet and evaluation for processing —

General Purpose: The purpose of this course is to provide senior managers with an understanding of the implications of their online presence, emphasizing the importance of maintaining resident/patient confidentiality in compliance with the Health Insurance Portability and Accountability Act (HIPAA). Practical case studies and real-world scenarios will be explored, providing healthcare workers with tangible insights into navigating the complexities of social media in their day-to-day work.

Learning Objectives: After completing this educational activity and taking the post-test, you should be able to:

1. Explain residents' rights with regards to the privacy and security of their personal health information.
 2. Differentiate between appropriate and inappropriate behaviors related to social media usage for employees of senior living facilities.
 3. Identify the consequences of improper social media usage to employees of senior living facilities.
1. **A senior manager is reviewing orientation materials to present to new employees. Which of the following uses should the manager include as a way for employees to use social networking?**
 - A. Share personal information with residents.
 - B. Communicate accurate professional health information.
 - C. Post activities with resident photos to illustrate 'a day in the life'.
 2. **A senior manager is preparing a training for ongoing use of social media in the workplace. Which of the following should the manager include as an appropriate use by staff?**
 - A. Complain about issues in the workplace.
 - B. Share staff personal life with residents.
 - C. Stay in contact with staff member's supervisors while at work.
 3. **A senior manager is reviewing potential applicants for caregiver positions. Which of the following should the manager review to determine if they are a good fit for hire?**
 - A. Determine how many social media platforms they visit.
 - B. Monitor the amount of time they spend using social media each day.
 - C. Check social media posts for derogatory statements of others.
 4. **A senior manager is developing a professional profile in order to communicate with other managers of senior living centers. Which of the following is a public networking site the senior manager can use for communication?**
 - A. LinkedIn
 - B. Health care provider's portal
 - C. WebMD
 5. **Senior managers are responsible for protecting the private health information (PHI) of residents. Which of the following governs the legal protection of PHI?**
 - A. The American Nurses Association (ANA)'s Code of Conduct
 - B. The Department of Health and Human Services' Health Insurance Portability and Accountability Act (HIPAA)
 - C. The Association for the Study of Medical Education (ASME)'s Guidelines for social media
 6. **A senior manager is preparing materials for the facility website and would like to include photos of current residents. Which of the following guidelines should senior management follow when obtaining consent from residents?**
 - A. Residents should sign one inclusive umbrella consent form when they enter the facility.
 - B. Residents should sign a separate consent form for each sharing of information.
 - C. Rely on family members to give permission to share resident information.
 7. **A senior manager is reviewing information to post on the facility website. Which of the following would be appropriate for the senior manager to include on the facility webpage?**
 - A. Schedule of daily activities for residents.
 - B. Staff annual review reports.
 - C. Addresses of resident family members.
 8. **Senior managers are responsible for social media use in the facility. Which of the following actions would be the first step in fulfilling this responsibility?**
 - A. Provide training.
 - B. Develop policies.
 - C. Implement safeguards.
 9. **Senior managers are responsible for protecting the privacy of residents, staff, and families. Which of the following actions should senior managers take to protect their privacy?**
 - A. Review facility social media policies on an ongoing basis.
 - B. Allow caregivers to share photos of residents with their family members.
 - C. Give consent for staff to use social media platforms while at work.
 10. **Senior managers can use American Nurses Association (ANA) guidelines for social media use when developing policies for staff. Based on those guidelines, which of the following should the policy include?**
 - A. Staff should share their personal profiles with residents.
 - B. Staff should offer opinions about medical treatment.
 - C. Staff should post respectful content.