



Confidential Records Management, Inc.

Consultation and Training Services

Knowledge and training are the keys to regulatory compliance for information and records management. Confidential Records Management, Inc. provides clients with the informed consultation and comprehensive training to help them meet state and federal regulatory requirements.

Consultation and Training

- Education
- Financial services
- Governmental institutions
- Healthcare
- Insurance
- Legal and Accounting
- Manufacturing
- Pharmaceuticals
- Retail

Regulatory Compliance

- Consumer credit reporting
- Educational rights and privacy
- Consumer financial privacy
- Financial institution accountability
- SEC regulations

HIPAA Expertise

Consultation on the following:

- Covered healthcare providers
- Covered business associates
- Privacy rules
- Information disclosure and access rules
- Marketing and underwriting rules

Services

- On-site assessment of potential risks
- Development and implementation of policies and procedures
- Customized seminars
- Annual legal updates
- Establishment of compliance and efficiency in records management
- Maintenance of vital records
- Retention schedule development