



PRACTICE[®]
MANAGEMENT
INSTITUTE

Continuing Education

for Medical Office Professionals

Brought to you by:



New ICD-10 Audit Risks.
Learn how to avoid them!

Wednesday
January 13, 2016

Medical Office Compliance

☐ 12:30 pm to 2:30 pm

Free to MVPA affiliates

Where:

Knapp Medical Center
Conference Rooms 3 & 4
1401 E. 8th Street
Weslaco, TX 78596

Register:

Phone: Elda Tamez
(956) 973-5384

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Mail: Mid Valley Physicians Association
1401 E. 8th Street
Weslaco, TX 78596

Medical Office Compliance

Lack of training and knowledge is not a valid defense in a federal audit.

This course will explain all the compliance responsibilities and liabilities in a medical office. Examples of cautionary areas: billing for claims with no assignment of benefits on file, selling a photocopier without wiping patient data stored in memory, or listing employees as salaried to avoid paying overtime wages.

Class Highlights:

- The 3 major compliance risk areas: Medicare, HIPAA and OSHA
- ADA rules and how to apply them in your practice
- How to perform a risk assessment
- Areas of weakness that could result in fraud investigations
- What to do when an auditor makes contact with your office
- Appropriate clinical documentation for compliance with payer and regulatory guidelines
- Compliance efforts that could reduce or minimize the adverse effects of fraud investigations
- Why you should obtain an ABN every time
- Evaluate all HIPAA-compliant patient communication
- How to handle a breach when it is discovered
- Prevent, eliminate or reduce workplace hazards
- Emergency/disaster preparedness to ensure patient and data safety
- Explanation of penalties for non-compliance

Registration Form Keep a copy for your records.

First Name: _____ Last Name: _____

Practice Name: _____

Job Title: _____ Specialty: _____

Mailing Address: _____

City/State/Zip: _____

Phone: () _____ Fax: () _____

Alternate Phone Number for After Hours Contact: _____

E-mail address: _____

PMI-Certified ID#*: _____