



Maine Hospital Association

presents

“Medical Records: Ensuring Compliance with the CMS CoP Requirements” Webinar (#T2607)

Thursday, August 12, 2010

10:00 a.m. - 11:30 a.m.

Overview:

Every hospital in America that accepts Medicare and Medicaid reimbursement must be in compliance with the CMS Conditions of Participation. The final interpretive guidelines were issued on October 17, 2008 with amendment on June 5, 2009. There have been many changes to these since the last publication. Compliance continues to be problematic. Don't be unprepared if the state department of health or CMS shows up for a complaint or validation survey. Joint Commission has also recently changed many of their standards to comply with the CMS CoP requirements.

Note: That Critical Access Hospitals (CAH) have a separate set of hospital CoPs and there are some difference in the medical record section although there is a lot of similarity. CAH hospitals that are in systems should know the differences in the two sets of CoPs and may find the program of interest for that reason.

Program Topics:

- Introduction to the CMS hospital CoPs
- How to obtain a copy
- How to keep posted of new changes
- TJC July 2009 changes to comply with CoPs
- Autopsies
- AHIMA practice guidelines
- HITECH and Breach Notification law 2010
- Verbal orders
- History and physicals
- Grievances
- Incident reports
- Medical record service requirements
- Medical record education and personnel
- Author identification
- Content of records
- Standing orders and protocols
- Legibility and authentication requirements
- Informed consent
- List of procedures for consent requirements
- Discharge summaries
- Completed medical records
- Other sections of CoPs that are important for documentation in the medical record
 - Restraint and seclusion
 - Medication documentation
 - Pre-anesthesia assessment
 - Post anesthesia assessment
 - Notification of OPO in deaths
 - Organ donation documentation

Learning Objectives:

At the completion of this program, the participant will be able to:

1. Describe when a history and physical must be done and what is required by CMS and the Joint Commission
2. Discuss the CMS and TJS standard on verbal orders
3. Recall the CMS standards for preprinted orders

Target Audience:

CEO, COO, CFO, CMO, CNO, Lab Director, Radiology Director, ED Manager, OR Director, ICU/CCU Director, Outpatient Director, Medical and Surgical Nurse Managers, Staff Nurses, The Joint Commission Coordinators, Performance Improvement Directors, Risk Managers, Safety Officers, HIM Director, and Compliance Officer

Faculty:

Sue Dill Calloway, RN, MSN, JD, Medical Legal Consultant

Sue Dill Calloway is a nurse attorney and consultant. She was the director of hospital patient safety for The Doctors' Company. She has done many educational programs for nurses, physicians, and other health care providers. Sue has authored over 100 books and numerous articles. She is a frequent speaker and is well known across the country in the area of healthcare law, risk management, and patient safety.

The speaker has no real or perceived conflicts of interest that relate to this presentation and there will be no discussion of unlabeled uses of drugs/devices.

Registration Fee:

\$175 per site for MHA members
\$275 per site for non-members

The registration deadline is August 2, 2010. Advance registration is required to ensure the delivery of instructional materials.

Cancellation Policy:

Cancellations made prior to the registration deadline (August 2) will be issued a refund, less a \$25 administrative fee. Cancellations made after August 2 will be charged 50% of the registration fee. No refunds will be issued for those who do not cancel in advance of the program.

Connecting to the Program:

All registration fees are per phone connection. Complete the attached registration form and return it to the Maine Hospital Association. Upon registering for the program, notify all participants and arrange a meeting room and speaker phone, if desired. At least three business days prior to the program, you will receive confirmation of your registration and instructions on logging into the program via email. You will also receive instructions on downloading the speakers' handouts via website. Approximately 5 to 10 minutes before the program, dial in to be connected to the session.

If you have not received a confirmation notice 48 hours prior to the program, please call Leslie Gagne at (207) 622-4794 to confirm your registration has been received. Confirmation notices will be sent via email when available.

Registration Form

**Webinar: Medical Records: Ensuring Compliance with the CMS CoP Requirements
August 12, 2010 / 10:00 a.m. - 11:30 a.m.**

Important Note: Information for accessing the program will be emailed to the following contact person prior to the program date.

Name and Title of Contact Person: _____

Telephone: _____ Fax: _____ Email: _____

Organization: _____

Address: _____ City: _____ State: _____ ZipCode: _____

The registration fee is: **\$175** per site for **MHA members** / **\$275** per site for **Non-members**

The fee covers one telephone connection and includes a set of handouts (which can then be copied).

Payment Method: Check enclosed (payable to RET) Check being mailed Credit Card

Credit card amount authorized \$ _____

Credit Card # _____

Visa MasterCard Amex

Exp. Date _____ Name on Card (*please print*) _____

Signature _____

Please send completed registration form along with payment to: Leslie Gagne, Maine Hospital Association, 33 Fuller Road, Augusta, Maine 04330 or fax (mail payment separately) to 207/622-3073. If you have questions, please call Leslie Gagne or Carol Sinclair at 207/622-4794 or by email at lgagne@themha.org or csinclair@themha.org.

Registration deadline is Monday, August 2, 2010.