

# COMPLIANCE PLANS

Represents comprehensive documentation that a provider, practice or facility or healthcare entity is taking the necessary steps to adhere to federal and state laws

## COMPLIANCE QUICK REFERENCE GUIDE

### ELEMENTS OF A COMPLIANCE PLAN

Implements written policies, procedures and standards of conduct.

### ELEMENTS OF A COMPLIANCE PLAN

Designates a compliance officer/or compliance committee

### ELEMENTS OF A COMPLIANCE PLAN

Effective training and education and effective lines of communication

### Benefits of a Well-Written Compliance Plan

1. Increases the accuracy of documentation
2. Increases the speed and optimization of proper payment of claims
3. Minimize billing mistakes
4. Reduces the chances of an audit
5. Avoids conflicts with self referral and anti-kickback statutes

### COMPLIANCE CULTURE

- Make compliance plans a priority
- Know your fraud and abuse risks areas
- Manage your financial relationships
- Just because your competitor is doing something doesn't mean you can or should
- When in doubt, ask for help

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## PROTECT YOUR PRACTICE

Look where improper payments have been found. Know if you are submitting claims with improper payments. Conduct internal compliance assessment. Appeal when necessary. Know the appeal process.

# COMPLIANCE QUICK REFERENCE GUIDE

### ELEMENTS OF A COMPLIANCE PLAN

Enforces standards, disciplinary guidelines

### ELEMENTS OF A COMPLIANCE PLAN

Conducts internal monitoring and auditing

### ELEMENTS OF A COMPLIANCE PLAN

Responds properly to detected offenses and corrective action

## What Does RAC Do?

1. RAC auditors identify overpayments and underpayments made to healthcare providers and suppliers submitting claims to Medicare for services provided to Medicare beneficiaries.
2. Review claims on a post-payment basis and use the CMS regulations that providers are required to follow.
3. Auditors may request claims going back 3 years and have a maximum # of medical records they can request each 45 days.

## Documenting Non-Compliance

- Date of incident
- Name of the reporting person and responsible person
- Follow up action

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