

Yale Medical Billing Compliance Program Manual

Overview

The Yale University School of Medicine ("YSM") holds that the long-term success of its programs is intimately tied to its reputation for integrity. The School's Medical Billing Compliance Program is designed to safeguard and enhance that reputation by defining a comprehensive effort to attain the Program's goals: adequately documented and uniformly accurate medical bills issued by or through the School. Although the task of billing may seem largely technical and generally remote from public scrutiny, experience shows that carelessness in billing can too quickly lead to a reputation compromised by public suspicions of wrongdoing, no matter how ill-founded. For this reason, and despite the many competing demands on your time, we strongly urge all members of the School's clinical community to devote significant energy and resources to making the Medical Billing Compliance Program an effective one.

In accordance with its commitment to compliance with applicable laws and regulations and to ethical business practices, the Yale Corporation, through its Audit Committee, has approved the Yale University School of Medicine Medical Billing Compliance Plan (the "Plan"), attached as Appendix A. The Plan provides the blueprint for the School's Medical Billing Compliance Program (the "Program" or the "Billing Compliance Program"), which encompasses all of the School's efforts to achieve correct coding and adequate documentation and to ensure that all aspects of medical billing and collections are handled in accordance with applicable laws and regulations. This Medical Billing Compliance Manual has been prepared to explain the Program and to give detailed guidance about it to those who must comply.

As the Manual describes, the Program contains educational, oversight, auditing, disciplinary and other components. Promulgated under the aegis of the Dean of the Medical School in accordance with the Yale Corporation's approval of the Plan, the Program charges the Director of the Yale Medical Group ("YMG") with supervising its implementation. Primary responsibility for day-to-day medical billing operations rests with the Executive Director of the School's Patient Financial Services, who works closely with the School's Director of Compliance. Each health care provider and staff member involved in billing has an important role to play in the Program, however. The obligations of each person covered by the Program are described in detail in this manual below. Please read the Manual with care.

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I. Medical Billing Policy

Medical Billing Compliance Program Manual

Amy L. Leber, Carey-Ann D. Burnham



Medical Billing Compliance Program Manual:

Insurance Handbook for the Medical Office Marilyn Fordney, 2013-01-01 A complete guide to insurance billing and coding Insurance Handbook for the Medical Office 13th Edition covers all the plans that are most commonly encountered in clinics and physicians offices Its emphasis on the role of the medical insurance specialist includes areas such as diagnostic coding procedural coding Medicare HIPAA and bill collection strategies Learning to fill in the claim form accurately is made easier by the use of icons for different types of payers lists of key abbreviations and numerous practice exercises This edition provides the latest on hot topics such as ICD 10 healthcare reform the new CMS 1500 form and electronic claims Trusted for more than 30 years this proven reference from Marilyn Fordney prepares you to succeed as a medical insurance professional in any outpatient setting Emphasis on the business of running a medical office highlights the importance of the medical insurance specialist in filing clean claims solving problems and collecting overdue payments Key terms and key abbreviations are defined and emphasized reinforcing your understanding of new concepts and terminology Detailed tables boxes and illustrations call out key points and main ideas Unique Color coded icons clarify information rules and regulations for different payers An Evolve companion website enhances learning with performance checklists self assessment quizzes and the Student Software Challenge featuring cases for different payer types and an interactive CMS 1500 form to fill in A workbook contains learning tips practice exercises for key terms and abbreviations review questions study outlines performance objectives a chapter with practice tests and critical thinking activities for hands on experience with real world cases Available separately Updated coverage of key health insurance topics includes HIPAA compliance the HITECH Act health reform of 2010 electronic health records electronic claims ICD 10 NUCC standards Physician Quality Reporting System PQRS Incentive Program Meaningful Use and CPT 2013 Updated ICD 10 coding information prepares you for the October 2014 ICD 10 implementation date Updated content on claim forms includes block by block explanations and examples for the new CMS 1500 Claim Form Updated guidelines for the filing and submission of electronic claims include sample screenshots and prepare you for the future of the medical office

Compliance for Coding, Billing & Reimbursement, 2nd Edition Duane C. Abbey, 2008-04-02 While the vast majority of providers never intend to commit fraud or file false claims complex procedures changing regulations and evolving technology make it nearly impossible to avoid billing errors For example if you play by HIPAA s rules a physician is a provider however Medicare requires that the same physician must be referred to as a supplier Even more troubling is the need to alter claims to meet specific requirements that may conflict with national standards Far from being a benign issue differing guidelines can lead to false claims with financial and even criminal implications Compliance for Coding Billing Reimbursement Second Edition A Systematic Approach to Developing a Comprehensive Program provides an organized way to deal with the complex coding billing and reimbursement CBR processes that seem to force providers to choose between being paid and being compliant

Fully revised to account for recent changes and evolving terminology this unique and accessible resource covers statutorily based programs and contract based relationships as well as ways to efficiently handle those situations that do not involve formal relationships Based on 25 years of direct client consultation and drawing on teaching techniques developed in highly successful workshops Duane Abbey offers a logical approach to CBR compliance Designed to facilitate efficient reimbursements that don't run afoul of laws and regulations this resource Addresses the seven key elements promulgated by the OIG for any compliance program Discusses numerous types of compliance issues for all type of healthcare providers Offers access to online resources that provide continually updated information Cuts through the morass of terminology and acronyms with a comprehensive glossary Includes a CD ROM packed with regulations and information In addition to offering salient information illustrated by case studies Dr Abbey provides healthcare providers and administrators as well as consultants and attorneys with the mindset and attitude required to meet this very real challenge with savvy humor and perseverance

Manual on Reimbursement for Medical Genetics Services Marc S. Williams,American College of Medical Genetics,2002

Insurance Handbook for the Medical Office - E-Book Marilyn Fordney,2014-08-27 A complete guide to insurance billing and coding Insurance Handbook for the Medical Office 13th Edition covers all the plans that are most commonly encountered in clinics and physicians offices Its emphasis on the role of the medical insurance specialist includes areas such as diagnostic coding procedural coding Medicare HIPAA and bill collection strategies Learning to fill in the claim form accurately is made easier by the use of icons for different types of payers lists of key abbreviations and numerous practice exercises This edition provides the latest on hot topics such as ICD 10 healthcare reform the new CMS 1500 form and electronic claims Trusted for more than 30 years this proven reference from Marilyn Fordney prepares you to succeed as a medical insurance professional in any outpatient setting Emphasis on the business of running a medical office highlights the importance of the medical insurance specialist in filing clean claims solving problems and collecting overdue payments Key terms and key abbreviations are defined and emphasized reinforcing your understanding of new concepts and terminology Detailed tables boxes and illustrations call out key points and main ideas Unique Color coded icons clarify information rules and regulations for different payers An Evolve companion website enhances learning with performance checklists self assessment quizzes and the Student Software Challenge featuring cases for different payer types and an interactive CMS 1500 form to fill in A workbook contains learning tips practice exercises for key terms and abbreviations review questions study outlines performance objectives a chapter with practice tests and critical thinking activities for hands on experience with real world cases Available separately Updated coverage of key health insurance topics includes HIPAA compliance the HITECH Act health reform of 2010 electronic health records electronic claims ICD 10 NUCC standards Physician Quality Reporting System PQRS Incentive Program Meaningful Use and CPT 2013 Updated ICD 10 coding information prepares you for the October 2014 ICD 10 implementation date Updated content on claim forms includes block

by block explanations and examples for the new CMS 1500 Claim Form Updated guidelines for the filing and submission of electronic claims include sample screenshots and prepare you for the future of the medical office **APC Training and Implementation Manual** Jill Giddens,2001 **Clinical Microbiology Procedures Handbook, Multi-Volume** Amy L. Leber,Carey-Ann D. Burnham,2024-11-13 Gold Standard consensus based procedures from the experts The Clinical Microbiology Procedures Handbook 5th edition provides those engaged in microbial analysis of clinical specimens with procedures for the detection identification and characterization of microorganisms involved in human infections This unique and valuable collection of step by step descriptions of the numerous testing modalities used in the clinical microbiology laboratory was written and edited by highly knowledgeable laboratorians The 5th edition features two new sections one on blood cultures and one on MALDI TOF MS and the sections on molecular diagnostics virology and serology were extensively revised and updated Presented over multiple volumes this handbook enables laboratory staff to perform all analyses including appropriate quality control recommendations from the receipt of the specimen through processing testing interpretation presentation of the final report and subsequent consultation If you are looking for online access to the latest from this reference or site access for your lab please visit www.wiley.com/learn/clinmicronow **Corporate Legal Compliance Handbook, 3rd Edition** Banks and Banks,2020-06-19 Corporate Legal Compliance Handbook Third Edition provides the knowledge necessary to implement or enhance a compliance program in a specific company or in a client s company The book focuses not only on doing what is legal or what is right the two are both important but not always the same but also on how to make a compliance program actually work The book is organized in a sequence that follows how to approach a compliance program It gives the compliance officer consultant or attorney a good grounding in the basics of compliance law This includes such things as the rules about corporate and individual liability an understanding of the basics of the key laws that impact companies and the workings of the U S Sentencing Guidelines Successful programs also require an understanding of educational techniques good communication skills and the use of computer tools The effective compliance program also takes into account how to deliver messages using a variety of media to reach employees in different locations of different ages or education who speak different languages Note Online subscriptions are for three month periods

Clinical Research Law and Compliance Handbook John E. Steiner,2006 Law Ethics **Risk Management Handbook for Health Care Organizations, 3 Volume Set** ,2011-01-06 Continuing its superiority in the health care risk management field this sixth edition of The Risk Management Handbook for Health Care Organizations is written by the key practitioners and consultant in the field It contains more practical chapters and health care examples and additional material on methods and techniques of risk reduction and management It also revises the structure of the previous edition and focuses on operational and organizational structure rather than risk areas and functions The three volumes are written using a practical and user friendly approach *Physician Practice Management* Lawrence F. Wolper,2005 Health Sciences Professions

Understanding Compliance Robert J. Saner, Marla Spindel, Amy Nordeng, 2000 Design and operate a solid compliance program *Health Care Administration* Lawrence Wolper, 2011 Health Care Administration Managing Organized Delivery Systems Fifth Edition provides graduate and pre professional students with a comprehensive detailed overview of the numerous facets of the modern healthcare system focusing on functions and operations at both the corporate and hospital level The Fifth Edition of this authoritative text comprises several new subjects including new chapters on patient safety and ambulatory care center design and planning Other updated topics include healthcare information systems management of nursing systems labor and employment law and financial management as well discussions on current healthcare policy in the United States Health Care Administration Managing Organized Delivery Systems Fifth Edition continues to be one of the most effective teaching texts in the field addressing operational technical and organizational matters along with the day to day responsibilities of hospital administrators Broad in scope this essential text has now evolved to offer the most up to date comprehensive treatment of the organizational functions of today s complex and ever changing healthcare delivery system

Coding and Documentation Compliance for the ICD and DSM Lisette Wright, S. M. Tobias, Angela Hickman, 2017-01-12 Coding and Documentation Compliance for the ICD and DSM provides professionals professors and students with a logical and practical way of understanding a difficult topic in healthcare for the clinician coding Established professionals will find the tools they need to comply with the ICD series HIPAA and integrated care models Professors and students will appreciate having a systemized standardized approach to teaching and learning the more complex aspects of ICD compliance The interplay between the ICD and DSM manuals is also explicated in clear terms [Medical Insurance Made Easy - E-Book](#) Jill Brown, 2013-08-02 Features completely updated information that reflects the many changes in the insurance industry Contains a new chapter on UB 92 insurance billing for hospitals and outpatient facilities Includes a new appendix Quick Guide to HIPAA for the Physician s Office to provide a basic overview of the important HIPAA related information necessary on the job **Federal Register** , 2012-04 *The Risk Manager's Desk Reference* Barbara J. Youngberg, 1998 The Risk Manager s Desk Reference Second Edition is the definitive guide to ensure quality in your organization and save thousands of dollars in costly lawsuits It puts at your fingertips the information you need on integrating quality assurance and risk management understanding risk management in a managed care environment and program development With this book you learn how to integrate patient support services and facilitate physician participation This handy reference offers concise information on your most challenging concerns and various ethical issues

Managing Legal Compliance in the Health Care Industry George B. Moseley III, 2013-09-20 Managing Legal Compliance in the Health Care Industry is a comprehensive text that prepares students for this increasingly critical field in health care administration In three sections this unique title first examines all the key laws and regulations that health care organizations must comply with In section two it explores in detail the seven essential ingredients for a good compliance

program In the final section the book explains how the compliance program must be adapted to the special needs of different types of health care organizations Designed for graduate level students in programs of public health health administration and law the text is filled with highly practical information about the ways that legal violations occur and how good compliance programs function Key Features Examines in detail the current laws and regulations with which all types of health care organizations must comply Explore the seven essential ingredients for a good compliance program Looks at compliance programs within twelve different types of health care organizations References real world cases of fraud and abuse Includes Study Questions and Learning Experiences in each chapter that are designed to encourage critical thinking

Handbook of Home Health Care Administration Marilyn D. Harris, 2010-10-25 Important Notice The digital edition of this book is missing some of the images or content found in the physical edition Handbook of Home Health Care Fifth Edition has been completely revised and updated to provide up to date specific authoritative guidance for the successful administration and management of home health care agencies An excellent comprehensive text this Handbook addresses detailed legal and legislative issues case management processes and state of the art technology *Health Insurance Today - E-Book* Janet I. Beik, 2017-08-05 Learn to comprehend the complexities of health insurance Using a reader friendly approach Health Insurance Today A Practical Approach 6th Edition gives you a solid understanding of health insurance its types and sources and the ethical and legal issues surrounding it This new edition incorporates the latest information surrounding ICD 10 the Patient Protection and Affordable Care Act and other timely federal influencers as it guides you through the important arenas of health insurance such as claims submission methods the claims process coding reimbursement hospital billing and more Plus with hands on UB 04 and CMS 1500 02 12 case studies on Evolve you will come away with a clear understanding and working knowledge of the latest advances and issues in health insurance CMS 1500 02 12 software with case studies gives you hands on practice filling in a CMS 1500 02 12 form electronically What Did You Learn review questions ensure you understand the material already presented before moving on to the next section Imagine This scenarios help you understand how information in the book applies to real life situations Stop and Think exercises challenge you to use your critical thinking skills to solve a problem or answer a question Clear attainable learning objectives help you focus on the most important information and make chapter content easier to teach Chapter summaries relate to learning objectives provide a thorough review of key content and allow you to quickly find information for further review Direct conversational writing style makes reading fun and concepts easier to understand HIPAA tips emphasize the importance of privacy and following government rules and regulations NEW Updated content on the latest advances covers the most current information on Medicare Electronic Health Records Version 5010 and much more NEW Expanded ICD 10 coverage and removal of all ICD 9 content ensures you stay up to date on these significant healthcare system changes NEW UB 04 software and case studies gives you hands on practice filling out electronic UB 04 forms NEW UNIQUE SimChart for the Medical Office case studies gives you

additional real world practice **Leadership for Health Professionals: Theory, Skills, and Applications** Gerald R. Ledlow,() (Jerry) R. R. R. Ledlow,Michele Bosworth,Thomas Maryon,2023-01-10 Leadership for Health Professionals Theory Skills and Applications applies classical knowledge of leadership theory and time honored best practices of industry leaders to a health organization context Themes of leadership principles applications and constructs such as organizational culture cultural competency ethical frameworks and moral practice scientific methodology leader competencies external and internal assessment and evaluation communication planning decision making employee enhancement and knowledge management are woven through the entire text

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