



This course supports the assessment for Healthcare Compliance. The course covers 10 competencies and represents 3 competency units.

Introduction

Overview

Healthcare organizations establish corporate compliance programs in response to federal and state requirements, laws, and regulations. Elements of these programs include fraud and abuse awareness, whistle blower protection, conflict of interest, labor law, risk management, and others.

Corporate compliance programs and coding compliance programs are established within organizations and support each other. Coding compliance programs will oversee compliance to regulations pertaining to coding, billing, documentation, and health information and records audits. Both types of compliance programs will overlap in areas such as the HIPAA privacy and security rules and medical and legal ethics across the continuum of care.

Successful completion of the performance assessment will allow you to pass this course. The assessment consists of two tasks in Taskstream, each of which is an essay question. These essays will focus on the coding functions with the structure, organization, and performance management, the Health Information Compliance plans, legal component ramifications, documentation, and training programs, external and internal audits, staff recruitment and retention, charge description master, and reporting issues as they affect compliance.

You can sign into your Taskstream account using the Assessment tab.

Competencies

This course provides guidance to help you demonstrate the following 10 competencies:

- **Competency 730.6.1: Structure and Organization of the Coding Function**
The graduate describes the role of the coding professional, identify the different coding functions, and complete a job analysis of coding roles.
- **Competency 730.6.2: Staff Recruitment and Retention**
The graduate describes the process for recruiting, hiring, and retaining coding staff, and evaluating coding candidate qualifications.
- **Competency 730.6.3: Charge Description Master**
The graduate describes the concepts and process behind the Charge Description Master (CDM) translation table.
- **Competency 730.6.4: Coding Performance Management and Process Improvement**
The graduate describes internal coding function assessments and strategies for maximizing productivity and quality, develops and implements productivity and quality standards, and performs coding volume analyses.
- **Competency 730.6.5: Reporting Issues**
The graduate describes the abstracting functions for internal and external reporting of



information.

- **Competency 730.6.6: The Health Information Compliance Plan**

The graduate explains the value, components, and roles in a compliance plan and prepares a Health Information Department compliance plan.

- **Competency 730.6.7: Health Information Compliance Legal Components Ramifications**

The graduate understands and applies appropriate compliance guidelines pertaining to the ethical and legal issues surrounding healthcare information management.

- **Competency 730.6.8: Health Information Compliance Documentation**

The graduate explains coding policies and processes necessary to ensure compliance of documentation with appropriate guidelines.

- **Competency 730.6.9: Health Information Compliance Training Program**

The graduate designs a basic compliance training program for the Health Information Department.

- **Competency 730.6.10: External and Internal Audits**

The graduate designs a follow-up action plan for external and internal compliance audits.

Course Instructor Assistance

As you prepare to demonstrate competency in this subject, remember that course instructors stand ready to help you reach your educational goals. As subject matter experts, mentors enjoy and take pride in helping students become reflective learners, problem solvers, and critical thinkers. Course instructors are excited to hear from you and eager to work with you.

Successful students report that working with a course instructor is the key to their success. Course instructors are able to share tips on approaches, tools, and skills that can help you apply the content you're studying. They also provide guidance in assessment preparation strategies and troubleshoot areas of deficiency. Even if things don't work out on your first try, course instructors act as a support system to guide you through the revision process. You should expect to work with course instructors for the duration of your coursework, so you are welcome to contact them as soon as you begin. Course instructors are fully committed to your success!

Getting Started

The pacing guide for Healthcare Compliance is located inside Soomo under the "Getting Started in the Learning Environment" tab. The pacing guide suggests a weekly structure to pace the completion of your learning activities. The guide is provided as a suggestion and does not represent a mandatory schedule. The Soomo lessons in your pacing guide are constructed in a manner that builds on previous lessons, so make sure to complete each section in order. Each lesson has reading materials, videos, quizzes and discussion.

It is essential to read the materials prior to attempting the performance assessment to ensure you have a full understanding of the concepts and competencies required for successful completion.

Learning Resource



Your primary learning resources for this course are the reading materials, videos, and activities in the Soomo learning environment. This learning environment will contain links at the activity level to each of these learning resources.

[Launch Course](#)

Cengage

This textbook is available to you as an e-text within the Soomo learning environment. You will be directly linked to the specific readings required within the learning environment activities.

- Safian, S. (2009). *Essentials of healthcare compliance*. Clifton Park, NY: Delmar Cengage Learning. ISBN: 9781418049218

VitalSource E-Texts

The following textbooks are also available to you as e-texts within this course. You will be directly linked to the specific readings required within the activities that follow.

- Becker, J. (2010). *Guide to Coding Compliance*. Clifton Park, NY: Delmar Cengage Learning. ISBN: 139781111185152
- LaTour, K., Maki, S., & Oachs, P. (Eds.). (2013). *Health information management: Concepts, principles, and practice* (4th ed.). Chicago, IL: AHIMA. ISBN-13: 9781584263593
- Schnering, P. (2014). *Professional review guide for the RHIA and RHIT examinations*. Cengage. ISBN 9781305325111

Note: These e-texts are available to you as part of your program tuition and fees, but you may purchase a hard copy at your own expense through VitalSource or a retailer of your choice. If you choose to do so, please use the ISBN listed to ensure that you receive the correct edition. The following sites provide instruction on how to create a VitalSource account, use features such as downloading your e-texts for offline use, and purchase a print-on-demand option, if available.

- [VitalSource Navigational Video](#)
- [Print-On-Demand Option](#)

Final Assessment Tips

You will find the instructions and Rubrics (bottom left) for each of the two tasks in the Assessments tab for Taskstream.

These instructions will include any necessary scenarios for each of the tasks along with other documents need for reference if they are needed.

Each task is to be completed as a professional paper with APA styled in-text citations and the matching APA styled bibliography.



These tasks will vary in length but must contain sufficient discussion of the various components shown in the rubric for the task.

Mentor Tips

- Early contact with course instructors will make the successful completion of the tasks easier.
- Reviewing the reading materials and websites in the Soomo learning environment before starting any of the tasks is important.
- A thorough understanding of each of the task rubrics is crucial.