

# **Introductory Compliance Course in Medical Transcription for ROSe**

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## **Description of Content:**

### 1. Legal requirements

HIPAA (Health Insurance Portability and Accountability Act)

ARRA (American Recovery and Reinvestment Act)

HITECH (Health Information Technology for Economic and Clinical Health) Act

False Claims Act

Fraud Enforcement and Recovery Act

The e-Discovery Rule

The Legal Medical Record

### 2. Documentation content requirements

POA (Present on Admission) as described in the Deficit Reduction Action

RAC (Recovery Audit Contractor) Audit as commissioned by CMS

### 3. Accreditation requirements

The Joint Commission

CMS (The Centers for Medicare and Medicaid Services)

## **Objectives:**

Upon successful completion of this course, the student will be able to:

1. Identify potential security and/or privacy risks within their working environment.
2. Understand the importance of avoiding any breach of individually identifiable information and the consequences from such a breach.
3. Recognize that accessing data is limited only for the purpose of fulfilling the responsibilities of their role.
4. Identify and follow written policies and procedures to protect the security and privacy of individually identifiable information.
5. Understand the penalties related to violations of federal and state privacy laws.
6. Identify practices that could be considered as a false claim.
7. Recognize items included within the scope of e-Discovery.
8. Identify important content elements needed within healthcare reports.
9. Understand guidelines for documentation in health records.
10. Explain the purpose of the legal medical record.
11. Understand the role that regulatory agencies serve in improving patient safety and enhancing the delivery of quality healthcare.
12. Be able to recognize items included on the Do Not Use Abbreviation list.

**Disclaimer: This information is provided for educational purposes only and should not be considered legal advice or a substitute for seeking the services of legal counsel for appropriate expertise in all lawful matters.**

**Assessment of Student Work:**

There will be a final exam to assess knowledge and understanding of the content from the classes given during this course. Students who pass this exam will receive a certification of successful completion.

**Course Outline:** Each class will be 1 hour in length.

**Class 1: Part 1 of Legal requirements:**

HIPAA (Health Insurance Portability and Accountability Act)

ARRA (American Recovery and Reinvestment Act)

HITECH (Health Information Technology for Economic and Clinical Health) Act

**Class 2: Part 2 of Legal requirements:**

HIPAA (Health Insurance Portability and Accountability Act)

ARRA (American Recovery and Reinvestment Act)

HITECH (Health Information Technology for Economic and Clinical Health) Act

**Class 3: More Legal requirements:**

False Claims Act

Fraud Enforcement and Recovery Act

The e-Discovery Rule

The Legal Medical Record

**Class 4: Documentation content and accreditation requirements:**

POA (Present on Admission) as described in the Deficit Reduction Action

RAC (Recovery Audit Contractor) Audit as commissioned by CMS

Accreditation requirements: The Joint Commission and CMS

➤ Exam will be given to include the content in classes above.

Signed: Brenda J. Hurley, CMT, AHDI-F

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