

With all of the uncertainty and continued regulation in the industry, practices are concerned and overburdened with compliance. One thing I have noticed is how many practices think they are in compliance when in fact they are not. This is especially true when it comes to HIPAA, OSHA, Corporate Compliance, Fraud, Waste & Abuse, and Human Resources.

To assist our clients and other medical practices with their compliance efforts, Zetter HealthCare (ZHC) has teamed with Healthcare Compliance Pros (HCP). Through our membership and Executive Board status in the National Society of Certified Healthcare Business Consultants, we have been able to arrange a highly discounted rate for our clients. If you were to obtain this service on your own, your costs would actually be more than double the price.

HCP has been the leading provider of compliance programs and training to the medical community for over 15 years and Zetter Healthcare is providing it at a discount. Thousands of healthcare providers, large and small, utilize this program, assisting them with their specific compliance needs. ZHC can assist your practice in creating, implementing, and managing your compliance program. ZHC actually becomes your compliance partner and is with you every step of the way.

Here are a couple of links to brief intro videos that should prove advantageous and informative.

<http://www.healthcarecompliancepros.com/app/video.htm?v=55>

Welcome Video:

<http://www.healthcarecompliancepros.com/app/video.htm?v=2>

Office Admin Overview:

<http://www.healthcarecompliancepros.com/app/video.htm?v=44>

Examples of videos

[www.hcp.md](http://www.hcp.md)

The login info is: [zetter@hcp.md](mailto:zetter@hcp.md) and the password is: welcome

Here are the details of the Standard compliance education package which includes:

- OIG/Medicare Fraud, Waste & Abuse
- OSHA (All Areas & Hazard Risk Assessment)
- HIPAA Privacy & Security
- HR Regulations, Policies and Benefits Manual
- ICD-10-CM Primer

CME credits are earned as well.

### PRICING

*We have negotiated a very beneficial cost-efficient relationship with HCPros. If you choose to go directly through HCPros rather than Zetter HealthCare, your costs can go to \$1000 set-up fee and the monthly fees start at over \$100 vs our fees which start at \$75 a month.*

There is an initial \$350 (one-time) set-up fee which includes 1.5 hour review and education session for the acting compliance officer of the practice.

#### Annual Fees

- \$50 fee (Standard Course Package) per employee
- \$80 fee (Current Course Package) per employee
- \$100 fee (Complete Course Package) per employee

This is billed to you annually by ZHC via our invoices on your anniversary date or each month when you add new employees

#### Monthly Program Fees

- \$75.00 monthly fee for 1-39 employees (includes all providers)
- \$95.00 monthly fee for 40-99 employees (includes all providers)
- Contact us for pricing on those with more employees over 100

This will be billed on a monthly basis from Zetter HealthCare, LLC

*If you wish to have a Certified Compliance Officer/Consultant at the ready, Zetter HealthCare can provide this service to **administer your Compliance Program for a monthly fee of \$250.00**, as an additional cost, instead of taking the resources of your practice to administer the program.*

Education history is kept forever in the system. It tracks everything, reminds employees (via email) to conduct their own training and education and all is reported online in account for compliance officer.

Education can be conducted at desk on computer at work (or from home, but employee should get paid to do this) and can start and stop as often as necessary and it returns you to where you left off. Very simple and incredibly efficient for office manager/compliance official to monitor.

I have included a sign-up sheet that you can use to sign everyone up if you should decide to take advantage of this.

All annual and monthly fees will be charged by our firm on a monthly basis.

If you want to speak to a client who has been using it for some time, I can arrange it.

### COURSE MODULES

All course modules are noted below (additional cost for modules not included in the Standard Package)

## STANDARD PACKAGE

**ICD-10-CM Primer**

**Corporate Compliance (Fraud, Waste & Abuse) (CME)**

**HIPAA Privacy & Security (CME)**

**OSHA Safety (CME)**

**OSHA**

**HR Policies and Benefits Manual**

**ADDITIONAL and COMPLETE listing of Course Modules are listed on the last page and are available at an additional cost annually per employee.**

### **Cover Your Attestation: OIG Exclusion Lists**

In addition, many insurance companies are asking for Annual Compliance Attestation for organizations to validate compliance with applicable requirements.

*This is an additional paid-for service. We include a monthly check of every employee, Business Associate, and vendor against the OIG Exclusion List and we check them when they are first added to the system as well. The cost is a one-time fee of \$300.00. The client also pays an additional \$15.00/mo in subscription fees (to the Standard Package) and an additional \$15.00 per user each year.*

### **Exclusion Lists**

Medicare Advantage plan sponsors are required to ensure that all FDRs are screening all employees/vendors/subcontractors against the DHHS OIG List of Excluded Individuals and Entities (LEIE) **prior to hiring or contracting and then re-check monthly thereafter.**

Yes, you read that right - the exclusion list is **required to be checked on a monthly basis.**

This means that your organization is responsible for not employing or contracting with excluded individuals or entities, whether in a physician practice, a clinic, or in any capacity or setting in which Federal healthcare programs may reimburse for the items or services furnished by those employees or contractors. This responsibility requires screening (prior to hiring or contracting and monthly thereafter) all current and prospective employees and contractors against OIG's LEIE.

The OIG Exclusion list may be accessed here: <https://exclusions.oig.hhs.gov>. Alternatively, you may consider reading further to see how we can help you with this process.

### **Why check for excluded individuals and entities?**

According to the OIG, an excluded person violates the exclusion if the person furnishes to Federal health care program beneficiaries items or services for which Federal health care program payment is sought. In other words, an excluded person that submits a payment to a Federal health care program, or causes such a claim to be submitted, may be subject to a civil monetary penalty (CMP) of \$10,000 for each claimed item or service furnished during the period that the person was

excluded. In addition, you may be subject to an assessment of up to three times the amount claimed for each item or service, and denial of reinstatement by OIG to Federal health care programs because of an exclusion violation.

OIG and SAM exclusion list checks will add an additional \$10.00 per month to your compliance costs and an additional \$5.00 per user fee on an annual basis, but you will be compliant with the federal regulations.

When clients purchase our **additional HIPAA extended services** here is what they received:

- Access to our online Security Risk Analysis (SRA) questionnaire which they submit to HCP
- Conference call with our certified HIPAA expert to discuss their SRA and develop a corrective action plan for the year regarding any gaps in their SRA
- Professional Report with cover sheet and action plan item details
- **Year-round support and access** to our HIPAA experts regarding their SRA
- Re-submit their SRA the following year and hold a conference call to discuss their progress
- Access to our online Breach Log to submit any suspected HIPAA breaches
- We will determine if a breach has occurred and hold a conference call with the client
- We will provide all required items to properly mitigate any HIPAA breaches
- We will archive all breaches along with all actions taken to mitigate the breach
- We will assist client in notifying HHS at the proper time to submit any breaches each year
- Access to our online HIPAA Virtual Walkthrough (observational self-audit)
- We will review each client's HIPAA Virtual Walkthroughs at the time we are reviewing their SRA questionnaire
- HIPAA Virtual Walkthroughs are archived online and can be used to measure progress or act as evidence of making progress on corrective action plan

**These additional service are \$1,000 for the first year and then \$500 annually thereafter.**

### How we can help

Because we recognize the burden of checking the online database can be a challenging and potentially costly process for your organization, Zetter HealthCare has teamed up with HCP and decided to launch an affordable OIG Exclusion List service. Our OIG Exclusion List service will ensure that your organization is screening all employees, vendors, and subcontractors against the DHHS OIG List of Excluded Individuals and Entities (LEIE) prior to hiring or contracting and monthly thereafter.

Please let us know how we may assist you in keeping your practice and your staff compliant with all federal regulations?

## ZETTER HEALTHCARE COMPLIANCE - COURSE LISTING - 2019

CURRENTLY OFFERED COURSES	TO BE RELEASED IN 2019
<b>CLINICAL</b>	<b>DISEASE MANAGEMENT &amp; INFECTION CONTROL SERIES</b>
Allergic Reactions & Anaphylaxis	Arthritis
Dementia & Cognitive Impairment	Diabetes
Communicable Diseases & Infection Control	Hepatitis
Geriatric Emergencies	HIV/Aids
Infection Control (w/Video)	Infection Transmission
Medical Assistant Credentialing	Influenza
Pediatric Medical Emergencies	Meningitis
Proper Utilization of Autoclave	MRSA
Radiation Safety in the Workplace	Non-Communicable Diseases
Radiology Series - Basic MRI Safety	Pertussis
<b>CODING</b>	Sepsis
Evaluation and Management Coding Basics	Sexually Transmitted Infections
<b>ICD-10-CM</b>	Tuberculosis
<b>CORPORATE COMPLIANCE</b>	Vaccines
<b>Corporate Compliance (CME)</b>	Wound Cleansing and Healing
CMS Fraud, Waste and Abuse	<b>FACILITY MANAGEMENT SERIES</b>
CMS General Compliance	Antibiotic Resistance
OIG Compliance Plan	Emergency Evacuations
Meaningful Use Core	Emergency Surgery Patient Instructions
<b>HIPAA COMPLIANCE</b>	Joint Commission National Patient Safety Goals 2019
<b>HIPAA Privacy &amp; Security (CME)</b>	Medical Administration & Error
<b>HIPAA Privacy</b>	Sentinel Events
<b>HIPAA Security</b>	<b>OTHER</b>
HIPAA for Business Associates	CLIA
HIPAA for Health Plans	DOT Training
HIPAA for IT	Ethics and Responsibilities
Disaster Recovery Plan	FDA Medical Device Training - Active
<b>HUMAN RESOURCES</b>	General Mental Health Awareness
<b>H/R</b>	Human Trafficking
Active Shooter	Identifying Substance Abuse
Back Safety	Imaging Clinical Decision
Customer Service Skills	Sexual Harassment
Diversity and Cultural Competence Training	Suicide Prevention
Effective Communication	
Ergonomics in the Office Environment	
Harassment and Discrimination in the Workplace	
Records Management	
Workplace Violence	
<b>OSHA COMPLIANCE</b>	
<b>OSHA Safety (CME)</b>	
<b>OSHA</b>	
<b>OTHER</b>	
Cyber Security Awareness	
Medical Assistant Credentialing	
Opioid Crisis Training	
Payment Card Industry (PCI) Security Awareness Training	
Spill Kits and Clean Up Procedures	
<b>STATE SPECIFIC</b>	
Florida Biomedical Waste Training	
New York Medicaid Compliance	
Texas State Specific HIPAA Privacy Addendum	
WISHA Safety	

**NOTE: Standard package is highlighted - \$50.00 per employee/annually**  
**Total Currently Offered Courses - \$80.00 per employee/annually**  
**Complete Set of Courses when available - \$100.00 per employee/annually**