

Compliance Documentation, Planning and Implementation

A risk-based compliance program both prevents and detects risk and potential risk. For the level of effectiveness to remain high, the program must be routinely evaluated and updated.

Every organization must have established compliance standards and procedures to be followed by its employees and other agents that are reasonably capable of reducing the prospect of criminal or wrongful conduct. The Physicians Practice S.O.S. Group™ compliance services include help with those areas set forth in the 7 Federal Sentencing Guidelines.

- Reasonable Compliance Standards and Procedures
- Appointment of a Corporate Compliance Officer or Committee
- Exercise of Due Care in Delegation of Discretionary Authority
- Employee Education and Compliance Training
- Ongoing Monitoring and Reporting Systems
- Consistent and Continuous Enforcement of Compliance Standards
- Response of Offenses; Prevention of Reoccurrences

Our consultants can assist you in evaluating your compliance status. Guided by our comprehensive array of compliance tools and services, the process begins with a thorough review of your current operations and processes. The result is the information you need to facilitate a focused, streamlined HIPAA compliance effort. We help you identify the significant changes required of your organization to achieve compliance.

1. Risk evaluation through assessment, auditing and monitoring
 - Assessment - Review of processes to proactively identify risk areas
 - Auditing - Independent review of specific business practices within a predetermined scope
 - Monitoring - Review and evaluation of key controls and risk areas
2. During the risk evaluation, the following areas will be evaluated:
 - Scope through risk planning activities
 - Risk with respect to exposure, probability and severity
 - Areas impacted by the risk
 - Documentation of risks
 - Risk plans

Compliance Plans

Red Flags Rule Compliance Plan

This resource includes simple, customizable policies and procedures to incorporate into your practice in order to comply with the requirements of the Red Flags Rule that entities have reasonable policies and procedures in place to identify, detect, and respond to Red Flags.

OIG Compliance Program

This compliance program guidance for individual and small group physician practices contains seven components that provide a solid basis upon which a physician practice can create a voluntary compliance program:

- Conducting internal monitoring and auditing
- Implementing compliance and practice standards
- Designating a compliance officer or contact
- Conducting appropriate training and education
- Responding appropriately to detected offenses and developing corrective action
- Developing open lines of communication
- Enforcing disciplinary standards through well-publicized guidelines

HIPAA Privacy and Security Compliance Resource Kit

This resource kit contains all of the documents and processes you need to get your organization into compliance with the requirements of the HIPAA Privacy and Security regulations, including Customizable template documents:

- Authorization Form
- Business Associate Agreement
- Complaint Form
- Consent Form
- Designation of Personal Representative
- Notice of Privacy Practices
- Request for Amendment
- Request for Disclosure Accounting
- Request for Inspection