



NEW

What you've been asking for "Webinar"



Compliance

Coding & Reimbursement Solutions For

Compliance, OSHA/ HIPAA & HR Tips



OSHA

3 part - one hour sessions for physicians and staff on:

Thurs., April 20, Thurs., April 27 & May 4, 2023
9:00 am - 10:00 am PT



HIPAA

(10:00am to 11:00am MT, 11:00am to 12:00pm CT, 12:00pm to 1:00pm ET)



HR Tips

Given by:

Ms. Rhonda Granja,
B.S., C.P.C., C.M.A.



Compliance

PART 1 - COMPLIANCE PLANNING IN THE MEDICAL PRACTICE

- * Compliance resources
- * How to develop a Compliance Plan
- * What resources must be updated (Outline)
- * Risk Adjustment?
- * OIG Workplan and Targets



OSHA

PART 2 - OSHA/HIPAA GUIDANCE

- * Privacy Rule fun facts & additional guidance
- * OCR Privacy Listserv and keeping up-to-date
- * Exclusion List with regard to staff members
- * OSHA is now 30 years old! What has changed?
- * Workplace Violence - Keeping Staff / Patients Safe!



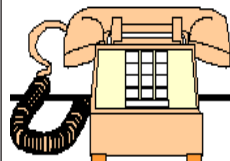
HIPAA



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How the audio conference works:

1. Register by fax or mail. **\$285.00 per dial-in line.**
2. You will receive a toll-free number via e-mail, prior to the day of the conference. Use this number to dial in 10 minutes before conference begins.
3. You will receive the audio seminar course materials via email, so you can follow along during the teleconference. **"One phone line per registration. Additional connections subject to additional registration fees."**

PART 3 - GENERAL LEADERSHIP INCLUDING HR TIPS



- * Time Management tips for employees and providers
- * Employee Handbook construction
- * Absenteeism Reduction tips
- * Termination of Patient/Provider Relationship
- * Medical Record keeping



About your seminar leader:

Rhonda Granja, B.S., C.P.C., C.M.A. is an administrator, coder, biller and management consultant with 20 years of successful work in varied healthcare practices. From Medicare "Part B" side, administrator in private practice, "fighting it out" with insurances, consulting with varied specialties on-site, and active membership in AAPC & MGMA in support of fellow office managers, she has a rich background. From a practice consulting business to continuing on-site management, Rhonda's experience is unique and comprehensive. Attendees, or consulting clients, have the opportunity of learning solutions to their insurance problems from "real world" experience, both in Rhonda's instruction and the "on-site networking" in our specialty only workshops. Ms. Granja is committed to assisting medicine oriented specialty practices in taking charge; to stop being "controlled" by patients, insurance companies, managed care and governmental agencies. Please join with your fellow Medical Specialty offices for her unique seminar day discovering solutions together.



Webinar conference Form

ACT NOW!

Yes I'd like to participate in the 3 part (1 hour sessions) on **Compliance, OSHA/HIPAA & HR Tips** webinars on **Thurs., Apr. 20, Thurs., Apr. 27 & Thurs., May 4, 2023** from 9:00am to 10:00am Pacific Time. **Fee for participating is \$285.00** and that includes an access phone number, and/or link to connect to for this program with the ability to ask questions of our experts. *One phone line, computer or tablet per registration.

Recordings

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of this program.
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 DVD or **USB**
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Name _____ Office Phone Number _____
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IMPORTANT: Write your e-mail address here (a link to all conference working materials arrives via e-mail)

e-mail address (Print Clearly) _____

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(10:00am to 11:00am MT, 11:00am to 12:00pm CT, 12:00pm to 1:00pm ET)

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For further info.
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Cardholders Signature

Expiration date

CEUs: This program has prior approval by Professional Association of Health Care Office Management, the Professional Association of Healthcare Coding Specialists, and the Practice Management Institute, and American Health Information Management Association. for 1 continuing education hour. Granting of prior approval in no way constitutes endorsement by the above groups for the program content or the program sponsor.

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