Joint course with LifeGuard

KSTAR/LifeGuard Medical Records Course Agenda
October 26 & 27, 2020

Day One – October 26, 2020

9:00 – 9:30 AM  Pre-Test – Dana Youtz

9:30 – 10:00 AM Welcome and Course Overview – Robert Steele, MD

10:00 – 11:15 AM  Your Patient’s Chart Sword or Shield – Wesley Rish, JD
  • Describe how medical records can help or hurt any legal proceedings
  • Understand the state-specific laws, regulations for medical records
  • Discuss the importance of informed consent in the medical record

11:15 – 11:30 AM  Break

11:30 AM – 1:00 PM  HIPAA & Medical Records Privacy – Wesley Rish, JD
  • Describe the major provisions of HIPAA and state-specific Medical Records Privacy Act
  • Identify the updates from the 2013 HIPAA Omnibus Rule
  • Discuss recent examples of HIPAA violations and related fines
  • Enforcement of regulations and rules

1:00 – 2:00 PM  Working Lunch - includes a panel discussion led by Robert Steele, MD
  • Questions & discussion about medical record documentation issues

2:00 – 4:00 PM  Documentation Red Flags – Susan Fenton, PhD
  • Discuss concepts of clinical documentation
  • Apply concepts of clinical documentation to one’s own work environment

4:00 – 4:15 PM  Break

4:15 – 5:30 PM  Coding and Billing – Jaime Schroeder, MBA, RHIA
  • Identify key documentation requirements for E&M Coding
  • Discuss regulatory requirements for clinical documentation to meet billing and coding guidelines
  • Common errors in billing/cases
5:30 – 6:00 PM  Documentation for the Information Age – Robert Steele, MD
- Outline some of the advantages and disadvantages of the Electronic Health Record (EHR)
- Review the use of templates for electronic documentation to include common pitfalls and temptations
- Explain why “Sloppy and Paste” can pose a safety risk
- Review voice recognition technology/software, including lessons learned to date

Day Two – October 27, 2020

9:00 – 9:30 AM  Cyber-Secure: Online Group Exercise – Robert Steele, MD
- Identify security risks through animation exercises
- Discuss the role of security through group exercises

9:30 – 11:15 AM  Hands-On Documentation Exercises – Robert Steele, MD
- Review the basics of the Problem-Oriented Medical Record (POMR)
- Review documentation expectations for outpatient and inpatient situations
- View two recorded standardized patient encounters; one-on-one outpatient progress note, one hospital admission history and physical
- Write notes for both encounters
- Review examples of optimal documentation
- Rate your colleagues

11:15 – 11:30 AM  Break

11:30 AM – 12:30 PM  Medical Encounters, Integrating the EHR and Patient Centered Communication – Robert Steele, MD
- Describe the positive and negative effects the EHR can have on patient-physician communication
- Outline and utilize the Smith Model Steps to move through patient visits in a way that integrates the EHR into patient encounters in a relationship-centered way
- Demonstrate specific skills, actions and postures that enhance the patient-physician-computer triad interactions

12:30 – 1:30 PM  Lunch Break

1:30 – 2:30 PM  Cybersecurity and Risk Assessment – Peter Yu, PhD
- Discuss health information technology and care delivery reform
- Understand differences between network security, mobile device security and electronic health record security and how it impacts patient care and practice expense
- Describe security protection tips

2:30 – 4:00 PM  Chart Review Session (auditing charts from peer review) – Robert Steele, MD
- Review a chart using a rating tool
- Quality review and reporting based on criteria in tool
4:00 – 5:00 PM  Pain Management Documentation – Marcia Lammando, RN, BSN, MHSA
  • Review of state-specific guidelines, rules and regulations/statutes for documentation of acute and chronic pain management

5:00 – 5:30 PM  Pre-Test Review (done as a group) – Robert Steele, MD

5:30 – 6:00 PM  Post-Test – Marcia Lammando, RN, BSN, MHSA

Following course adjournment  Course Evaluations – completed electronically