



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