

# Preface

The health care industry has been an ever evolving industry since the beginning of its inception. No documentation guidelines were necessary when physicians accepted chickens and hogs in exchange for medical care, but times have changed and, of course, medicine has taken on a more complex approach as well.

Illnesses are more defined and the health care industry has become a source of scrutiny within our lifetime, and even more so in our current setting.

A medical record used to be considered more the property of the physician providing the service to the patient; now the medical record is used more as a validating tool of services provided.

Medical malpractice is on the rise, and many believe that health care fraud and abuse is also on the rise. By becoming an audit professional, an individual will have the opportunity to promote themselves as a resource who can help safeguard a practice or an insurance carrier from any malicious or unintended instances by a health care provider.

This course is designed to help the audit professional further their own knowledge base and supply the resources needed to be an auditor who can provide a myriad of auditing services.

This curriculum has been compiled for the purposes of educating individuals to become professionally trained auditors. Many resources have been utilized to compile all of the information necessary for this training purpose; however, individuals may need additional information on certain topics. We have provided a resource page that will direct you to the resources used for the NAMAS curriculum.

# Contents

Preface.....	page 2
Notice.....	page 3
About the Authors.....	page 4
References.....	page 6
<b>Chapter 1: Regulatory Control &amp; Compliance</b>	
Compliance.....	page 13
Fraud and Abuse.....	page 16
The False Claims Act.....	page 21
Office of Inspector General (OIG).....	page 26
Stark Law.....	page 30
The Joint Commission.....	page 31
Government Audits.....	page 36
Chapter 1 Review.....	page 44
<b>Chapter 2: The Medical Record</b>	
Medical Record Documentation.....	page 49
Scribes.....	page 63
Medicare Advanced Beneficiary Notice.....	page 64
Health Insurance Portability and Accountability Act (HIPAA).....	page 72
Chapter 2 Review.....	page 77
<b>Chapter 3: Auditing Anesthesia and Surgery</b>	
Anesthesia Documentation.....	page 83
Surgery Documentation.....	page 85
National Correct Coding Initiative (NCCI).....	page 87

# Contents - Continued

Operative Notes.....	page 96
Chapter 3 Review.....	page 105
<b>Chapter 4: Auditing Diagnostics and Medicine</b>	
Radiology.....	page 121
Pathology/Laboratory.....	page 124
Medicine.....	page 126
Chapter 4 Review.....	page 136
<b>Chapter 5: Auditing Evaluation and Management Services</b>	
2019 E/M Changes.....	page 145
Evaluation & Management Components.....	page 149
Evaluation & Management Services Defined.....	page 182
Incident-to Services.....	page 197
Teaching Physician Guidelines.....	page 199
Evaluation & Management Modifiers.....	page 201
Chapter 5 Review.....	page 203
<b>Chapter 6: Medical Necessity</b>	
Introduction to Medical Necessity.....	page 219
The Fundamentals.....	page 220
NAMAS Methodology.....	page 222
Acute Problems.....	page 224
Chronic Problems.....	page 225
Chapter 6 Review.....	page 228

# Contents- Continued

## Chapter 7: Auditing Process & Communication

Documentation Auditing Process.....	page 233
Communication of Audit Results.....	page 235
Chapter 7 Review.....	page 240

## Chapter 8: Your Documentation and ICD-10-CM

GEMS.....	page 243
Combination Code.....	page 244
Sequela.....	page 245
Syndromes.....	page 246

## Appendix A: Concepts, Theory and Guidelines

1997 Documentation Guidelines .....	page 251
1997 Documentation Guidelines .....	page 268

## Appendix B: Auditing Templates

Ophthalmology Services Auditing Form.....	page 317
Chart Audit Review Form.....	page 319
Modifier Tree.....	page 332

## Appendix C: Documentation Templates

Female Exam.....	page 325
Male Exam.....	page 327

# Contents – Continued

Nurse Visit Template.....	page 329
Care Plan Oversight Log Sheet.....	page 330
Office Note.....	page 332
Sinus Exam.....	page 333

## **Appendix D: Auditing & Examination Terminology**

Glossary of Auditing Terms.....	page 335
Glossary of Examination Terms.....	page 340

## **Appendix E: Review Answer Key**

Chapters 1-3 Review Answer Key.....	page 347
Chapters 4-6 Review Answer Key.....	page 348
Chapter 7 Review Answer Key.....	page 350