




Building Your Healthcare Compliance Resume

dependable, Trusted, Bold, Attentive, *Adaptive*, Progressive, Resourceful, Passion
gaged, Dynamic, *Leading*, Committed, Inspiring, Authentic, Committed, Posi
cused, Inspiring, Thoughtful, Dependable, Trusted, Bold, Attentive, Adaptive,



Make Your Move

- Get Started
- Join a Compliance Organization
- Use the Materials Made Available to You by HCCA, CMS, OIG, and Others
- Use the Job Board
- Attend Meetings
- Network
- Speak and/or Write Articles
- Get Out There




Get Started

- Determine the Type of Compliance that You Enjoy
 - Are you an auditor?
 - Are you an investigator?
 - Are you an analyst?
 - Are you a writer or a journalist?
 - Are you an expert witness?
 - Are you an officer?

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Get Started

- There are many different types of careers offered by being involved in compliance:
 - Don't be shy; many of these opportunities weren't even available ten to twenty years ago.
 - This is a developing career path. Help the process.
 - Continue the growth by identifying areas of assistance through the compliance process.
 - Healthcare developments and changes offer nothing but prospects for this field.

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Join a Compliance Organization

- Not only are there national organizations, there are regional, state and local groups that meet officially or unofficially within their geographic area.
- The best way to identify needed information is through meetings and networking. Always confirm the information you receive through anecdotal conversation with official and appropriate documentation.

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Join a Compliance Organization

- Compliance organizations offer information through:
 - Publications
 - In-person Meetings
 - Webinars
 - Email Blasts
 - Networking Opportunities
 - Job Boards

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Use the Materials Made Available to You



- There are many areas that compliance professionals can search to improve their knowledge and expertise in any related healthcare topic.
 - The Center for Medicare and Medicaid Services
 - Join the Medicare Learning Network – ongoing emails and updates will keep you on top of changes going on in the industry. Where Medicare goes, the rest of the industry follows.
 - Use the online Medicare manuals: <https://www.cms.gov/Regulations-and-Guidance/Guidance/Manuals/Internet-Only-Manuals-IOMs.html>

Use the Materials Made Available to You



- Don't forget to review the PIM (Program Integrity Manual).
- Read the OIG workplans: <https://oig.hhs.gov/reports-and-publications/archives/workplan/2017/HHS%20OIG%20Work%20Plan%202017.pdf>
- Review all publications provided to you by the Compliance Organization that you join.
- Access the webinars and save the powerpoint slides.
- Develop your expertise.



Use the Job Board

- Whether you are looking for a new job or not, the job board will help you identify:
 - What new types of opportunities are out there;
 - What types of new jobs are being created;
 - If your organization should consider that type of position;
 - What value the new positions would add to the organization.



Use the Job Board

- What areas of the country are hiring?
- What is going on in those geographic areas that might affect you in the future?
- Should you reach out to these organizations to find out what types of needs these jobs are going to address?



Attend Meetings

- Go to any Compliance Meeting that is available to you.
 - Don't attend based on location but based on the type of education that is being presented. Any National, Regional, State or Local meeting can add value.
 - Identify the needs of your organization that this type of meeting will address.
 - ATTEND THE PRESENTATIONS!
 - Introduce yourself to the person on either side of you.



Attend Meetings

- Take your enthusiasm for new ideas and opportunities back to your organization.
- Implement new ideas that will work for your group and keep the balance in the back of your head for future use.
- Encourage others in your organization based on the information you gained at these meetings.
- Have an annual budget that addresses costs and benefits for meeting attendance.




Network, Network, Network!

- Make it your goal to meet ten new people at each meeting that you attend (unless there are ten people at the meeting).
- Again, introduce yourself to each person on either side of you at each general or breakout session.
- If you are alone, seek out other individuals who appear to be attending as a single.



Network, Network, Network!

- Ask people about themselves:
 - Where are you from?
 - Who do you work for?
 - What's your favorite football team (basketball, baseball, movie, shopkins, etc.)?
- Identify kindred spirits, people who you would like to continue a relationship based on:
 - Like Positions
 - Resource Availability
 - Career Development
 - You Just Like Them




Speak and/or Write Articles

- Speaking at a conference gives you the following:
 - Proficiency on the topic for which you are speaking
 - Consideration as an expert on the topic for which you are speaking
 - Enhancement of your expertise for resume building
 - Name Recognition (Getting your name into the organization as someone who is willing to share expertise)

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Speak and/or Write Articles

- Writing an article can be a rewarding experience:
 - Makes you accountable for the information you are providing;
 - Documents that you have writing and research skills (always important in the compliance field);
 - Adds to your resume and your accomplishments;
 - Increases your expertise in the compliance field;
 - Develops your reputation as a compliance expert.

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Get Out There

- Set Goals for the Coming Year
 - Develop one new expertise in your area of healthcare for the coming year.
 - Meet at least twenty new compliance individuals in the coming year (you can do that here).
 - Pledge to write at least one article or perform one speaking engagement (live or webinar) in the coming year of 2017, or, if speaking- the first six months of 2018, as speaking engagements are usually booked a minimum of six months early.



Get Out There

- Attend at least one local or regional meeting in the coming year (in addition to this one).
- If there is no local or state organization for compliance in your area, start one.
- Share your expertise through networking and getting to know your fellow professionals.



Have Fun!

- You have to do this every day.
 - Meet new people
 - Learn new things
 - Go to new places
 - Enjoy Life!



Thank You

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IRS Circular 230 Disclosure

As a result of perceived abuses, the Treasury has recently promulgated Regulations for practice before the IRS. These Circular 230 regulations require all accountants to provide extensive disclosure when providing certain written tax communications to clients. In order to comply with our obligations under these Regulations, we would like to inform you that any advice given in this presentation, including any attachments, cannot be used to avoid penalties which the IRS might impose, because we have not included all of the information required by Circular 230, nor have we performed services that rise to this level of assurance.

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