Healthcare Compliance Essentials Workshop

VIRTUAL

December 14–17, 2020 *SOLD OUT*

January 11–14, 2021

March 1–4, 2021

HCCA's Healthcare Compliance Essentials Workshop is a four-day virtual event dedicated to helping you develop and improve your compliance skills.

These workshops are limited to 150 participants. Register early to reserve your spot!

Register online
hcca-info.org/essentialsworkshops

HCCA
Health Care Compliance Association

About the Healthcare Compliance Essentials Workshop

HCCA's Healthcare Compliance Essentials Workshop is a four-day virtual conference dedicated to helping you develop and improve your compliance skills. Our instructors are industry leaders that will guide you through core subject areas and help you build a foundation for your compliance career.

These workshops are limited to 150 participants.

Learning objectives

- Introduction and background to compliance and ethics programs
- Standards and procedures
- Governance, oversights, and authority
- Risk assessment
- Due diligence in delegation of authority
- Communication and training
- Incentives and enforcement
- Monitoring, auditing, and reporting systems
- Investigations
- Response to wrongdoing
- Program improvement
- HIPAA, Stark Law, Anti-Kickback Statute, and False Claims Act
- Key skills necessary for compliance professionals

Who should attend?

- Compliance officers
- Internal auditors
- Data privacy personnel
- Regulatory compliance specialists
- In-house or external compliance lawyers
- Compliance students
- Compliance analysts
- Compliance assistants
- Compliance specialists
- Compliance coordinators
- Compliance administrators

Our instructors

Doriann Cain
Associate
Faegre Drinker Biddle & Reath LLP

Sarah Couture, RN, CHC, CHRC
Managing Director
Ankura Consulting Group

Tomi Hagan, CHC, CHPC, MSN, RN
Chief Compliance Officer
Great River Health System

Steve Lokensgard, JD
Partner
Faegre Drinker Biddle & Reath

Jim Passey, CHC, CHPC
Vice President, Chief Audit & Compliance Officer
HonorHealth

Mike Sandulak, JD, CHC
Director of Investigations
Providence St. Joseph Health

Adam Turteltaub, CHC, CCEP
Chief Engagement & Strategy Officer
SCCE & HCCA

Kenneth Zeko, CHC, JD
Principal Advisor
Hall Render Advisory Services

Instructors subject to change.

BECOME CERTIFIED

Demonstrate your knowledge, gain credibility, and enhance your career with a Compliance Certification Board (CCB)® certification.

CHC™
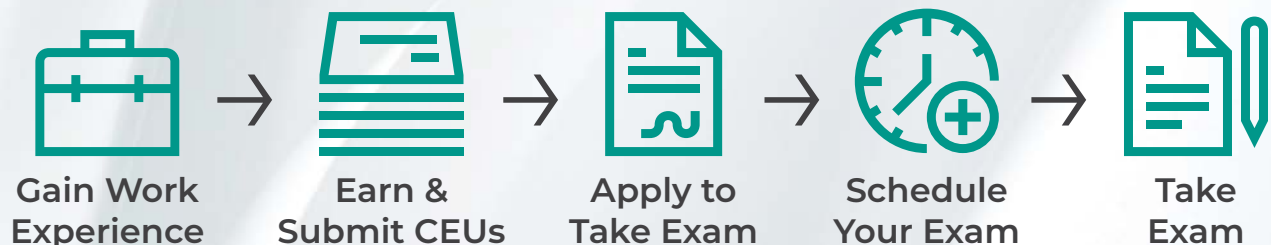CERTIFIED IN HEALTHCARE COMPLIANCE

CHPC™
CERTIFIED IN HEALTHCARE PRIVACY COMPLIANCE

CHRC™
CERTIFIED IN HEALTHCARE RESEARCH COMPLIANCE

While there is no substitute for experience, this course gives you the continuing education units (CEUs) you need as well as covers healthcare compliance essentials that can help you prepare for your certification exam.

Follow these 5 steps to certification:

Gain Work Experience → Earn & Submit CEUs → Apply to Take Exam → Schedule Your Exam → Take Exam

Learn more
corporatecompliance.org/certification

CCB®
COMPLIANCE
CERTIFICATION BOARD

Agenda Healthcare Compliance Essentials Workshop

All sessions listed are basic education level. Agenda times are listed in Central Standard Time (CST). Agenda and instructors are subject to change.

MONDAY / DAY ONE

8:55 – 9:00 AM CST

Welcome and introduction

9:00 – 10:15 AM CST

Intro and Background to Compliance and Ethics Programs
- History and evolution of compliance and ethics programs
- Introduction to the required elements of a compliance and ethics program
- Expectations of the Department of Health & Human Services and other regulators

10:15 – 10:30 AM CST

Coffee Break

10:30 AM – 12:00 PM CST

Standards and Procedures
- Understanding the importance of written standards including policies, procedures, and the Code of Conduct
- Form, function, and maintenance of written standards of conduct to support the compliance program
- Types and purposes of written standards and procedures

12:00 – 12:30 PM CST

Mid-Conference Break

12:30 – 2:00 PM CST

Governance, Oversight, and Authority
- Compliance responsibilities at each level of an organization
- Positioning and structure of the compliance function
- Relationship with the board of directors

TUESDAY / DAY TWO

9:00 – 10:45 AM CST

Risk Assessment
- Performing compliance risk assessments
- Considering risk criteria
- Designing and implementing risk responses

10:45 – 11:00 AM CST

Coffee Break

11:00 AM – 12:15 PM CST

Due Diligence in Delegation of Authority
- Identifying who has important compliance responsibilities
- Exploring issues with employee background checks
- Handling due diligence on vendors and other third parties

12:15 – 12:45 PM CST

Mid-Conference Break

12:45 – 2:00 PM CST

Communication and Training
- Risk-based identification of training needs
- Development and delivery of compliance training
- Compliance and ethics-related communications

2:00 – 3:00 PM CST

Optional Networking Hour
Use this hour to interact and engage with fellow attendees and instructors.
Recap the last two days, ask questions, and make connections.

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WEDNESDAY / DAY THREE

9:00- 10:15 AM CST

Incentives and Enforcement
- Active promotion of the compliance and ethics program
- Use of incentives to encourage compliance
- Discipline for identified wrongdoing

10:15 – 10:30 AM CST

Coffee Break

10:30 AM – 12:30 PM CST

Monitoring, Auditing, and Reporting Systems
- Understanding the essential aspects of auditing and monitoring
- Developing the compliance auditing and monitoring plan
- Techniques and approaches to auditing and monitoring

12:30 – 1:00 PM CST

Mid-Conference Break

1:00 – 2:15 PM

Investigations
- Examining the key steps of compliance investigations
- Conducting effective interviews and gathering evidence
- Concluding and reporting on investigations

THURSDAY / DAY FOUR

9:00 – 10:15 AM CDT

Response to Wrongdoing
- Identifying what actions to take when wrongdoing is discovered
- Performing root cause analysis
- Designing and implementing remediation actions

10:15 – 10:30 AM CST

Coffee Break

10:30 – 11:30 AM CST

Program Improvement
- Methods of assessing performance of the compliance and ethics program
- Continuous improvement of the program
- Internal vs. third-party assessments

11:30 – 11:45 AM CST

Coffee Break

11:45 AM – 1:30 PM CST

Hot/Common Compliance Issues
- Overview of HIPAA, Stark Law, Anti-Kickback Statute, and False Claims Act
- Identification of critical compliance requirements
- Trends and emerging issues

1:30 – 2:00 PM CST

Mid-Conference Break

2:00 – 3:00 PM CST

What Is Next for Me and My Program?
- Determining the key skills necessary for compliance professionals
- Identifying actions for a successful career in compliance
- Applying what you have learned to your compliance program

3:00 – 4:00 PM CST

Optional Networking Hour
Use this hour to interact and engage with fellow attendees and instructors.
Recap the last two days, ask questions, and make connections.

Healthcare Compliance Essentials Workshop

Contact Information

○ Mr ○ Mrs ○ Ms ○ Dr

_____
Member/Account ID (if known)

_____ _____ _____
First Name   MI   Last Name

_____
Credentials (CHC, CCEP, etc.)

_____
Job Title

_____
Organization (Name of Employer)

_____
Street Address

_____ _____
City/Town   State/Province

_____ _____
Zip/Postal Code   Country

_____
Work Phone

_____
Email (required)

Acknowledgements

By submitting this registration, you agree to the full Terms and Conditions, including the use of your information, viewable at hcca-info.org/essentialsworkshops.

Your information (postal address) may be shared with conference exhibitors, attendees, speakers, affiliates, and partners for promotional and/or networking purposes. To see the full use of your information or if you wish to opt-out, visit hcca-info.org/privacy.

This virtual conference registration form allows only the registered attendee to stream, participate, and earn CEUs for the conference. If a second person would like to join, they must register themselves and have their own unique login to participate.

Photo/Video Release: By registering for this event, I grant HCCA, or anyone authorized by HCCA, the right to use or publish in print or electronic format, any photographs or video containing my image or likeness for educational, news, or promotional purposes, without compensation.

Workshop Options

☐	~~December 14–17, 2020 • Virtual Conference~~ *SOLD OUT*
☐	January 11–14, 2021 • Virtual Conference
☐	March 1–4, 2021 • Virtual Conference

Registration Fees

SINGLE ATTENDEE	
☐ Member	$895
☐ Non-Member	$1,145
☐ Registration + First-Time Membership*	$1,115
☐ Group Registration Discount for 3 or More**	($100)

TOTAL $ _____

*Save by joining today (first-time members only). Dues renew at $325.
** See Group Discounts in Terms and Conditions.

Payment

Online registration at hcca-info.org/essentialsworkshops

Mail form to HCCA, 6462 City West Parkway, Eden Prairie, MN 55344 USA

Fax form to 952.988.0146

Email form to helpteam@hcca-info.org — Due to PCI compliance, do not provide credit card information via email. You may email this form (without credit card information), then call HCCA at 888.580.8373 with payment information.

○ Invoice me

○ Check enclosed (payable to HCCA)

○ Wire transfer requested

○ Credit card: I authorize HCCA to charge my:

  ○ Visa ○ MasterCard ○ Discover ○ American Express

_____
Credit Card Account Number

_____
Credit Card Expiration Date

_____
Cardholder Name

_____
Cardholder Signature

Details   Healthcare Compliance Essentials Workshop

Event Terms and Conditions

Terms of Use: Your mailing address may be disseminated to sponsors, exhibitors, affiliates, and partners for promotional purposes. To see the full use of your information or if you wish to opt-out, visit hcca-info.org/privacy.

Pre-Attendee Listing: A listing with your name, title, company, city, state, and country will be provided to attendees and speakers for networking purposes. To see the full use of your information or if you wish to opt-out, visit hcca-info.org/privacy.

Registration: This virtual conference registration form allows only the registered attendee to stream, participate, and earn CEUs for the conference. If a second person would like to join, they must register themselves and have their own unique login to participate.

Payment: If your total is miscalculated, HCCA will charge your card the correct amount.

Group Discounts: Discounts take effect the day a group reaches the discount number of registrants. Please send registration forms together to ensure that the discount is applied. A separate registration form is required for each registrant. The group discount is NOT available through online registration. Note that discounts will NOT be applied retroactively if more registrants are added at a later date, but new registrants will receive the group discount.

Cancellations/Substitutions: Refunds will not be issued. You may send a substitute in your place or request a conference credit. Conference credits are issued in the full amount of the registration fees paid, and will expire 12 months from the date of the original, cancelled event. Conference credits may be used toward any HCCA service or product. If a credit is applied toward an event, the event must take place prior to the credit's expiration date. If you need to cancel your participation, notification is required by email, sent to helpteam@hcca-info.org, prior to the start date of the event. Please note that if you are sending a substitute, an additional fee may apply.

Tax Deductibility: All expenses incurred to maintain or improve skills in your profession may be tax deductible, including tuition, travel, lodging, and meals. Please consult your tax advisor.

Photo/Video Release: By registering for this event, I grant HCCA, or anyone authorized by HCCA, the right to use or publish in print or electronic format, any photographs or video containing my image or likeness for educational, news, or promotional purposes, without compensation.

Sessions and Speakers: HCCA reserves the right to make changes to the program at any time as circumstances dictate. Every effort will be made to ensure a program of equivalent standard and value should unavoidable changes occur. HCCA does not accept liability for advice given, or views expressed, by any speaker at the conference or in any material provided to attendees.

Special Needs/Concerns: Prior to the conference, please call HCCA at 888.580.8373 or 952.988.0141 if you have a special need and require accommodation to participate in the conference.

Continuing Education

Credits are assessed based on actual attendance and credit type requested. Should the overall number of education hours decrease or increase, the maximum number of CEUs available will be changed accordingly. Only registered attendees are eligible to request CEUs for participation. Attendees must participate in the virtual conference using the online virtual conference format (not just using the dial in) for attendance monitoring purposes.

Compliance Certification Board (CCB)®: CCB has approved a maximum of **21.6** CEUs for these certifications: Certified in Healthcare Compliance (CHC)®, Certified in Healthcare Compliance-Fellow (CHC-F)®, Certified in Healthcare Privacy Compliance (CHPC®), Certified in Healthcare Research Compliance (CHRC)®, Certified Compliance & Ethics Professional (CCEP)®, Certified Compliance & Ethics Professional-Fellow (CCEP-F)®, Certified Compliance & Ethics Professional-International (CCEP-I)®.

Daily Breakdown:

Monday | 5.1 CCB CEUs

Tuesday | 5.1 CCB CEUs

Wednesday | 5.4 CCB CEUs

Thursday | 6.0 CCB CEUs

Totals subject to change

ACHE: The Health Care Compliance Association is authorized to award **18.0** clock hours of pre-approved ACHE Qualified Education credit for this program toward advancement, or recertification, in the American College of Healthcare Executives. Participants in this program who wish to have the continuing education hours applied toward ACHE Qualified Education credit must self-report their participation. To self-report, participants must log into their MyACHE account and select ACHE Qualified Education Credit.

NASBA/CPE: The Health Care Compliance Association is registered with the National Association of State Boards of Accountancy (NASBA) as a sponsor of continuing professional education on the National Registry of CPE sponsors. State boards of accountancy have final authority on the acceptance of individual courses for CPE credit. Complaints regarding registered sponsors may be submitted to the National Registry of CPE Sponsors through its website: www.nasbaregistry.org. Sponsor Identification No: 105638. The education level for this activity is considered basic. No prerequisites are required for this education. Delivery Method: Group Live. Advanced Preparation: None. A recommended maximum of **21.6** credits based on a 50-minute hour will be granted for this activity. This program addresses topics that are of a current concern in the compliance environment and is a group-live activity in the recommended field of study of Specialized Knowledge. For more information regarding administrative policies such as complaints or refunds, call 888.580.8373 or +1 952.988.0141.

Nursing Credit: The Health Care Compliance Association is preapproved by the California Board of Registered Nursing, Provider Number CEP 14593, for a maximum of **21.6** contact hour(s). The following states will not accept California Board of Registered Nursing contact hours: Delaware, Florida, New Jersey and Utah. Massachusetts and Mississippi nurses may submit California Board of Registered Nursing contact hours to their state board, but approval will depend on review by the board. Please contact the Accreditation Department at ccb@compliancecertification.org with any questions you may have. Oncology nurses who are certified by ONCC may request California nursing credit (check box or indicate "Nursing" on the CEU form).

HCCA is in the process of applying for additional external continuing education units (CEUs). Approval quantities and types vary by state or certifying body. For entities that have granted prior approval for this event, credits will be awarded in accordance with their requirements. **CEU totals are subject to change.**

Upon request, if there is sufficient time and we are able to meet their requirements, HCCA may submit this course to additional states or entities for consideration. **Only requests from registered attendees will be considered.** If you would like to make a request, please contact us at +1 952.988.0141 or 888.580.8373 or email ccb@compliancecertification.org. To see the most up-to-date CEU information go to HCCA's website, hcca-info.org/all-conferences. Select your conference, and then select the "Continuing Education" option on the left-hand menu.