UCSD PACE Program
Medical Record Keeping Course
Schedule
Thursday

7:00-7:45 AM - Registration & Continental Breakfast

7:45-8:00 AM - Pre-Test

8:00 – 8:30 AM - Welcome & Course Overview
Medical Records: From Index Cards to the Problem-Oriented Medical Record to the EMR (Electronic Medical Record).
Faculty: David Bazzo, M.D.

8:30 – 9:00 AM - How to Attract the Attention of the Medical Board of California
Faculty: The Honorable Stephen Hjelt, J.D.

9:00 – 10:00 AM - The Law and the Medical Record
Faculty: Timothy Blanchard, M.H.A., J.D.

10:00 – 10:15 AM - Break

10:15 – 11:15 AM - Risk Management and the Medical Record
Faculty: Raylene Filley, R.N., J.D.

11:15 – 12:15 AM - Roundtable Discussion

12:15 – 1:30 PM - Lunch

1:30 – 5:15 PM - Coding and Documentation Workshop
Faculty: Suzanne Forrest, RHIT, CCS, CCS-P, CPC

5:15 – 6:30 PM - Adjourn-Dinner on your own

6:30 – 8:00 PM - Chart Review Workshop: Medical and Billing Records Review
Faculty: Suzanne Forrest, RHIT, CCS, CCS-P, CPC

8:00 PM - Workshop concludes
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Friday

7:30 – 8:00 AM - Continental Breakfast

8:00 – 9:30 AM - Technical Innovations to Improve Documentation
Hardware – 30 minutes
Software – 30 minutes
Voice Recognition – 30 minutes
Faculty: Tyson Ikeda, M.D., David Bazzo, M.D.

9:30 – 10:15 AM - Information Retrieval, Digital Libraries and the Use of Evidence-Based Principles for Clinical Decision Making (Part 1)
Faculty: Craig Haynes

10:15 – 10:30 AM - Break

10:30 – 11:45 PM - Information Retrieval, Digital Libraries and the Use of Evidence-Based Principles for Clinical Decision Making (Part 2)
This session will have two (2) separate groups. This will be a hands on, case based clinical exercise. There will be 12 laptops with internet connections, 4 physicians per laptop.
Faculty: Tyson Ikeda, M.D., David Bazzo, M.D., and Craig Haynes.

11:45 – 1:00 PM - Lunch

1:00 – 3:00 PM - EMR Charting Tools
How to build a note, using learned skills. This will be an interactive exercise relevant to practice.
Faculty: Joshua Lee, M.D.

3:00 – 3:15 PM - Break

3:15 – 4:30 PM - HIPAA, Privacy and Compliance
Faculty: Joshua Lee, M.D.

4:30 – 5:00 PM - Post-test, Commitment to Change, Evaluation
Faculty: David Bazzo, M.D.

5:00 PM - Adjourn

Please note syllabus is subject to change