

The PACE Medical Record Keeping Course

Is appropriate for physicians who have been found to be deficient in medical charting or desire to improve their medical record keeping performance. It is also an appropriate course for office personnel who wish to ensure they maintain appropriate billing codes.

Course objectives covered during this intensive two-day program:

At the end of this CME activity, participants should be able to:

- Describe quality charting behavior
- Describe the laws pertaining to medical documentation
- Apply the principles of correct billing procedures to medical documentation to properly code for services rendered
- Identify current technological innovations to improve medical documentation and information retrieval

The course was designed in response to numerous requests from state medical boards, risk management groups and hospitals to teach proper medical charting methodology and billing practices. We also gathered feedback from expert chart reviews and prior activity. Our faculty are experienced in the fields of billing & coding, legal requirements and technical and electronic advancements in medical record keeping.

Participants are asked to submit 5 "blinded" medical record entries for review by our coding experts prior to the course. A seminar is conducted at the end of Day One, where participants have the opportunity to discuss their critiques, including common documentation and coding errors.



University of California, San Diego School of Medicine is accredited by the Accreditation Council for Continuing Medical Education to provide continuing medical education for physicians.

The University of California, San Diego School of Medicine designates this live activity for a maximum of **17.0 AMA PRA Category 1 Credits™**.

Physicians should claim only credit commensurate with the extent of their participation in the activity.



1899 McKee St., #126
San Diego, CA 92110
Phone: (619) 543-6770
Fax: (619) 543-2353
Email: ucpace@ucsd.edu

paceprogram.ucsd.edu



Medical Record Keeping Course

Cost = \$1,575

Telephone: 619-543-6770



The Medical Record Keeping Course

The Medical Record Keeping Course topics include:

- The Law and the Medical Record
- Avoidance of Deficiencies in the Medical Record that Lead to Malpractice Suits or Disciplinary Action
- HCFA Guidelines, Coding and Documentation of Services
- Medical Informatics and the Medical Record
- The Electronic Medical Record
- Chart Review Workshop: Individual Personalized Review and Critique of Medical and Billing Records

Needs Assessment:

This course is designed to address medical record keeping deficiencies in physicians as identified by state medical boards and private institutions.

Thursday Course Overview:

- **Registration & Continental Breakfast**
- **Welcome & Course Overview**
Medical Records: From Index Cards to the Problem- Oriented Medical Record to the EMR (Electronic Medical Record).
David Bazzo, M.D.
- **How to Attract the Attention of the Medical Board of California**
The Honorable Stephen Hjelt, J.D.
- **The Law and The Medical Record**
Timothy Blanchard, J.D.
- **Risk Management and the Medical Record**
Raylene Filley, R.N., J.D.
- **Roundtable Discussion**
- **Lunch**
- **Coding and Documentation Workshop**
Claudia Lewis, CPC, CHC, CPMA
- **Dinner on your own**
- **Chart Review Workshop: Medical and Billing Records Review***
Claudia Lewis, CPC, CHC, CPMA
Seema Mohamedy, CPC, CPMA

Friday Course Overview:

- **Continental Breakfast**
- **Technical Innovations to Improve Documentation**
Hardware, Software, and Voice Recognition
Tyson Ikeda, M.D., David Bazzo, M.D.
- **Information Retrieval, Digital Libraries and the Use of Evidence-Based Principles for Clinical Decision Making (I)**
Karen Heskett, Instruction Librarian
- **Information Retrieval, Digital Libraries and the Use of Evidence-Based Principles for Clinical Decision Making (II)**
This hands-on, case based session will employ laptop Computers. Participants will divide into groups
Tyson Ikeda, M.D., David Bazzo, M.D., Karen Heskett, Instruction Librarian
- **Lunch**

Friday Course Overview (cont.):

- **EMR Charting Tools**
How to build a note, using learned skills. This will be an interactive practice relevant to practice.
Brian Clay, M.D.
- **Break**
- **HIPAA, Privacy and Compliance**
Brian Clay M.D.
- **Post-test, Commitment to Change, Course Evaluation**
David Bazzo, M.D.

Faculty Disclosure

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