

PM Update



Bringing relevant issues to practice managers

Fall 2012

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1. Reprieve! Extra Year to Prepare for ICD-10-CM Code Set; Stage 2 Requirements Finalized

The final rule for the new ICD-10-CM code set delays the compliance deadline by one year to **Oct. 1, 2014**. The Centers for Medicare and Medicaid Services (CMS) made this move to allow "breathing room" to implement the new code set, which consists of approximately 68,000 codes, versus the 13,000 codes used under ICD-9-CM.

But even with the delay, it's not too soon for medical practices to prepare for the new electronic health care transaction standards that all HIPAA-covered entities must have in place by this new deadline.

Anyone in your office who deals with billing and coding will need training. There's no getting around it - the transition will have a huge impact on practices.

The stage is set for Stage 2 meaningful use

[CMS also recently issued the final rule for the Stage 2 meaningful use requirements](#) that your physicians must meet to avoid a financial penalty in 2015. Stage 2 boosts the amount of health information exchanged between physicians and patients and "steps up" the requirement for EHR functionality.

Free, live EHR event coming this fall

To learn more about Stage 2 meaningful use and many other topics related to EHRs, register now for [EHR Selection, Implementation, Maintenance and Risk](#). Whether your team is already familiar with EHRs or hasn't yet "taken the plunge," you won't want to miss this full-day seminar co-hosted by ISMIE Mutual and the Illinois State Medical Society.

For starters, you'll learn about choosing and implementing an EHR, how to ensure that your system has safeguards in place to help reduce liability associated with the use of electronic health records and more!

Here are the fall dates:

- **September 21;** Holiday Inn North Shore, Skokie
- **October 2;** Hilton Garden Inn (Keller Convention Center), Effingham
- **November 27;** Crowne Plaza, Springfield

Free for policyholders and their staffs; all others pay \$250. [Register today.](#)

This seminar is not part of ISMIE's Risk Rewards Program.

2. Stay a Step Ahead of the Scam Artist

The latest edition of [Mutual Interests](#) is now available online. This flagship publication covers issues and topics of importance to ISMIE Mutual's policyholders - and their practices.

Practice managers, especially, should zero in on the [article about scams that plague small businesses](#). Learn how to help protect your medical practice, find out about the most common areas that scam artists target, and become aware ... *and beware* ... of the "phony grant" scheme.

Bump up your business savvy and stay one step ahead of these unwelcome ploys!

3. Reduce Risk in the "Fax Lane"

Smart phones, e-mail and text messages are all the rage, but the good old fax machine still reigns supreme in some medical practices.

While offering speed and convenience, faxing documents could present a significant liability to your physicians. For example, faxes can be sent to incorrect fax numbers or be received by individuals who do not have proper authorization to receive the information.

Here are a few tips to help protect your office and your patients:

1. **Use fax communication for emergencies only;** outside of an emergency, consider using regular mail instead of faxing.
2. Develop a system to verify that the individual who requested the fax has the authorization to receive the information.
3. If a fax has been sent, call the individual who requested the fax to verify that it was received.
4. When faxing patient health information, the same rules for disclosure of confidential information apply.

Fax Cover Sheets

Be sure to include a confidentiality disclaimer on your fax cover sheet, requesting misdirected faxes be returned or destroyed, and prohibiting unauthorized use of the information.

If you have questions, please contact the Division of Risk Management at 800-782-4767 ext. 3300 or [by email](#).

4. Help Curtail Liability Risk in Your Office

Instilling the proper risk management procedures now can help to protect your office from further liability down the road.

We can help.

ISMIE Mutual is offering several all-day seminars geared just for you, covering communication, documentation and risk reducing strategies to target potential areas of liability in your medical office. Topics include tracking systems, recovery audit contractor (RAC) issues and dealing with disruptive behavior. The seminars are being held around the state from 8:30 a.m. to 4 p.m. on these dates:

- Collinsville October 16
- Hoffman Estates November 30
- Oak Brook December 6

[Register online](#). Click on "Seminars" in the middle of the screen; scroll to the Practice Day of your choice.

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