

# PM Update



Bringing relevant issues to practice managers

Summer 2013

## Contents

[1. Take Your Office to the "Next Level" of HIPAA Compliance](#)

[2. It's Easy ... Pay Premiums Online with a Few Clicks](#)

[3. Summertime Education Offers Hot Topics for Practice Staff](#)

[4. All Aboard for Transition to New Medicare Carrier, NGS](#)

[5. Whooping Cough Highest in Six Decades](#)

[6. ISMIE Mutual in the News](#)



## 1. Take Your Office to the "Next Level" of HIPAA Compliance

*Several new requirements must be in place by Sept. 23, 2013.*

The next round of HIPAA requirements is on the horizon! As practice staff of policyholders, you can access ISMIE Mutual's newly updated [HIPAA Model Privacy and Security Policies and Procedures](#) to make sure your practice office is following the latest HIPAA Privacy and Security Rule requirements and implementing the new security rules.

This downloadable resource addresses recent changes to the federal *Health Information Technology for Clinical Health Act* (HITECH), and the HIPAA Privacy and Security rules.

**This 2013 update is in compliance with HIPAA, HITECH and Illinois law.**

ISMIE also makes available previous versions showing the new changes since the last version, which may be helpful to practices that used older versions to develop their own policies and procedures.

*(Scroll down to Practice Management Days for education taking place next week that covers HIPAA.)*

Questions about HIPAA? Please call 800-782-4767 or [send an email](#).

## Login assistance

If you are a representative requesting a username and password on a policyholder's behalf, please complete and submit the [Username and Password Request Form](#).

## 2. It's Easy ... Pay Premiums Online with a Few Clicks

Still sending in your physician's premium payments via snail mail? Why not ditch the check writing when you can just click the mouse to make the payment - with no added fee!

Save money for your practice by eliminating the cost of checks and postage, and stop worrying about a late payment should the check get lost in the mail.

Complete the entire process of online premium payments in three easy steps:

1. Visit [www.ismie.com](http://www.ismie.com).
2. Click on "Pay Your Premium" on the right side of the screen.
3. From there, just follow the directions.

Join hundreds of practice offices already taking advantage of this convenience. Questions? Contact the Underwriting Division at 800-782-4767 ext. 3350 or [by email](#).

## 3. Summertime Education Offers Hot Topics for Practice Staff

*Start your summer learning with Practice Management Days*

Spend a day learning the latest about HIPAA, how to best craft those job descriptions, dealing with disruptive employees and the crucial topic of patient satisfaction at ISMIE Mutual's "Practice Management Days for Staff," **June 18 in Hoffman Estates** and **June 27 in Oak Brook**.

[Online registration for staff.](#)

Physicians are also invited to attend a "Practice Management Day."

Policyholder registration: [June 18 - Hoffman Estates](#) or [June 27 - Oak Brook](#).

Can't attend this summer? More practice management days are coming [this fall](#) across the state:

- September 17, Springfield
- September 24, Alsip
- October 11, Skokie

*Take your seat **this Friday** for EHR education*

Don't miss the "EHR Conference and Exhibit," covering must-know topics such as patient portals, the Illinois Health Information Exchange, medical record audits and cyber liability.

*Please note:* The next seminar is **this coming Friday, June 14 in Oak Brook**. (A second seminar will be held in the fall on November 1 in Oak Brook.)

In addition to the conference, all participants will have the opportunity to visit with exhibitors. Registered attendees who visit with every exhibitor during the EHR Conference and Exhibit may enter a raffle to win an iPad mini. *Please note:* The raffle will occur prior to the final session of the day.

The seminars are being co-sponsored by ISMIE Mutual and the Illinois State Medical Society.

[Register today!](#)

AHIMA CEUs will be offered.

### ***The time to get ready for ICD-10 is NOW***

You already know that in just over a year the number of ICD codes will increase by *more than five times* under the new code set, ICD-10-CM.

So it's no surprise that meeting the compliance deadline of **Oct. 1, 2014**, for the new code set will require much preparation. Staff, as well as physicians, will need significant training when the new code set skyrockets from about 13,000 codes to 68,000 codes under ICD-10-CM.

As the deadline will sneak up before you know it, a great way to kick off your implementation planning is to register for [ICD-10-CM: Readyng Your Physicians and Practices for the Change](#), taking place **July 17 in Oak Brook** and **August 7 in Springfield**.

This half-day workshop is designed for practice staff, as well as physicians, billers, coders or anyone interested in understanding the changes ahead with the new code set. You will gain a better understanding about the key differences between ICD-9-CM and ICD-10-CM and what to expect in the first stages of adoption and implementation.

Register online for the [July 17 workshop](#); [August 7 workshop](#).

Or

Fax or mail [this registration form](#) for either workshop.

AHIMA CEUs will be offered.

## **4. All Aboard for Transition to New Medicare Carrier, NGS**

Reminder: The Centers for Medicare and Medicaid Services (CMS) awarded the contract for administering Medicare Part A and Part B to National Government Services (NGS).

The new administrator will be taking over for the geographic location that includes Illinois, Minnesota and Wisconsin. The change becomes **effective July 1** for implementation in September, replacing services by Illinois' Medicare carrier, WPS.

If your practice office is submitting Electronic Data Interchange claims for Part A and Part B, you may choose an "early boarding" opportunity, a process that allows your office to establish connectivity and submit claims prior to the transition to NGS.

Learn more by registering for an "Early Boarding Technical Requirements" webinar:

**Thursday, June 20, 1 p.m. (CST);** [Part A](#), [Part B](#)

**Thursday, June 27, 1 p.m. (CST);** [Part A](#), [Part B](#)

With the "WPS train" leaving the station, it's time to get on board with NGS!

## 5. Whooping Cough Highest in Six Decades

Here's some whopping data concerning the whooping cough: Illinois is reporting the [highest number of pertussis cases since 1950](#), with preliminary numbers indicating 2,026 cases of pertussis for 2012. Whooping cough cases in pre-teens and teens have also been on the rise in Illinois during the last six years.

So that's why the new physical forms for school year 2013-2014 have been modified to include the new requirement that [all sixth- through twelfth-grade students](#) receive a Tdap booster shot, the immunization against tetanus, diphtheria and pertussis (whooping cough). This is a change from last year when Illinois began requiring that sixth and ninth grade students receive the vaccine.

As your busy season for providing school physical forms to families swings into high gear, remember to breathe!

## 6. ISMIE Mutual in the News

In case you haven't heard, [ISMIE Mutual will distribute](#) a special dividend to eligible policyholders *in addition* to its planned 2013 dividend distribution, making the total disbursement the largest in company history.

Sharing positive financial results with policyholders - now that's *Physician-First Service!*