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Time Saver

Learn a Real World Risk Management "Lesson" Today

"Lessons from the Field" provides a fresh, interactive approach to ISMIE's stable of learning activities and is a great way to grasp issues that affect both physicians and practice managers.

Each "Lesson" features a specific case study along with related quizzes, resources and tips on a number of timely topics, including: medication safety, patient falls, HIV/AIDS, health literacy, standing orders and the latest one on curbside consulting.

The lessons are [available online](#) and also delivered by email. Watch for a brand-new lesson this fall on issues surrounding patient dismissal.

Attend a Fall Day of Learning Designed Just for You



Managing a medical practice can mean walking a tightrope between the needs of physicians and patients, often in an ever-changing environment. So help maintain your professional balance by attending one of our annual **Practice Management Days** this fall.

This year's sessions include *Establishing a Quality Improvement Program*, *Protecting Privacy and Security in Your Practice*, *The Do's and Don'ts of E-communication and Social Media*, and *Practice Requests: A How-to Guide*.

Practice managers, along with policyholders and employed staff, are encouraged to register for one of the following programs:

- [October 7 in Rockford](#)
- [October 23 in Hoffman Estates](#)
- [November 13 in Oak Brook](#)
- [November 18 in Alsip](#)

All programs run from 8:30 a.m. to 4 p.m., and are offered at no charge. Breakfast and lunch will be provided.

Questions? Please contact ISMIE's Risk Management Division at 800-782-4767 ext. 3300 or email riskmanagement@ismie.com.

Also for you: Upcoming immunization seminar in Addison

Practice managers won't want to miss the [DuPage County Immunization Seminar](#) on **September 24**, from 11:30 a.m. to 4 p.m., in Addison.

The event will feature an update on adult immunization requirements and presentations on preventing the spread of HPV, measles and mumps, and influenza.

Value alert: There is no charge to attend; lunch will be provided. [Sign up today.](#)

Questions? Please contact ISMIE's Risk Management Division at 800-782-4767 ext. 3300 or email riskmanagement@ismie.com.

managing risk

Our webinars, seminars and resource materials give you the tools you need to recognize and minimize potential risk. [Check out these valuable resources.](#)

Keep Your Office Compliant on Meaningful Use, Medicare Revalidation Requirements

Attention practice managers: Make a note to complete these two medical office "must-do's."

Medical assistants and meaningful use

To abide with the Stage 2 Meaning Use Incentive Program, all medical assistants in your office who enter computerized patient orders (radiology and laboratory orders, prescriptions, etc.) via EHRs must be certified.



So even if medical assistants working in your office are competent and have thorough on-the-job training, without certification your practice will not be in compliance with this program.

The following organizations are among those providing credentialing for medical assistants:

- [American Association of Medical Assistants \(AAMA\)](#)
- [American Medical Technologists \(AMT\)](#)
- [American Registry of Medical Assistants \(ARMA\)](#)

Click on each link for eligibility requirements and education opportunities to put the medical assistants in your practice on the path to certification.

Medicare enrollment revalidation

Have you received a yellow envelope in your snail mail from National Government Services (NGS) requesting that you "revalidate" your Medicare enrollment?

If so, you are encouraged to submit a completed revalidation application as soon as possible - no later than 60 days from the envelope's postmarked date. With a timely response, you can avoid payment holds or loss of billing privileges.

Two options are available for revalidating:

- [Internet-based Provider Enrollment Chain and Ownership System \(PECOS\)](#)
- [CMS-855 paper application](#)

If you choose to revalidate via PECOS, [access these helpful tips](#).

Ensure a Smooth Running Practice with Sample ISMIE Policies

Reduce risk in your office by establishing consistent policies and procedures on situations known to increase liability.

Start by viewing our [sample written policies](#), helpful roadmaps on how an efficient medical practice can handle such issues as in-office emergencies, patient complaints, prescription refills, staff training and more.

Every practice is different, so each policy should be modified to fit the individual needs of your office.

Need help integrating a sample policy with your practice? Contact an ISMIE risk management specialist today at 800-782-4767 ext. 3300 or email riskmanagement@ismie.com.

Let us know how we can make *PM Update* more useful to you.
Please send your comments to pmupdate@ismie.com

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