MEMORANDUM

FROM: Leon L. Haley, Jr., MD, MHSA
Vice President for Health Affairs & Dean, College of Medicine – Jacksonville

TO: All UF and UFJPI Providers and UFJPI Staff

DATE: January 23, 2017

SUBJECT: Billing Compliance and Corporate Responsibility Hotline

The University of Florida College of Medicine – Jacksonville and the University of Florida Jacksonville Physicians, Inc. are committed to providing an environment of honesty, integrity and trust. To further this goal, a Billing Compliance and Corporate Responsibility Hotline has been implemented to encourage all employees to report concerns regarding ethical or legal issues they confront in the workplace. Any faculty, resident, fellow, nonphysician practitioner or employee involved in the billing and accounting process is accountable for errors and has a responsibility to understand and adhere to all billing and accounting practice policies and requirements. This includes the responsibility to obtain current, accurate, and complete answers to all billing questions before submitting any bills.

Should legal or ethical issues arise, speak with your supervisor, your departmental Compliance Leader, the Human Resources Department, the Office of Physician Billing Compliance at 904-244-2158 or the Internal Audit Department at 904-244-3440. If these options are not available or you feel uncomfortable using them, call the Billing Compliance and Corporate Responsibility Hotline toll free at:

1-877-264-2520*

You may remain completely anonymous if you chose. The Hotline is a resource for all employees who may be confronted with ethical issues such as the following:

- Medical Billing Irregularities;
- Theft or Abuse of UFJPI property;
- Embezzlement or Fraud;
- Proper Accounting and Record Keeping;
- Conflicts of Interest;
- Business Courtesies and Gifts; and/or
- Relations with Government Officials and Regulatory Agencies.

The Hotline will help you to assist us in identifying and resolving legal or ethical problems that might occur in the workplace. You also may use this number to follow up or learn the results of the investigation process.

The Foundation for The Gator Nation
An Equal Opportunity Institution