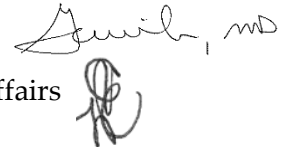


To: All Residents, Fellows, and Post-Doctoral Associates

From: George R. Wilson, M.D., Senior Associate Dean for Clinical Affairs

Linda R. Edwards, M.D., Senior Associate Dean for Educational Affairs



Date: Updated: February 18, 2015

Subject: Mandatory Provider Coding and Billing Compliance Education Requirements for Residents in FY 2015 (July 1, 2014–June 30, 2015)

The University Of Florida College Of Medicine Jacksonville Billing Compliance Plan calls for ongoing coding and billing compliance education of providers in order to provide and reinforce understanding of ever-changing coding rules and government regulations. Since the organization views this education as critical to our success, completion of certain educational modules is required each fiscal year.

Modules A and C

Residents, Fellows, and Post-Doctoral Associates (hereinafter collectively referred to as “Residents”) must complete **Module A** (Evaluation and Management Documentation Guidelines) and **Module C** (Billing Compliance Training) on an annual basis, based on your status as set forth in the groups listed below.

Returning Residents (Residents with a Program Start Date Prior to 7/1/14)

Returning residents must complete Modules A and C online in the web-based HealthStream Learning Center between July 1, 2014 and September 30, 2014.

New Residents – On-Cycle (Residents with a 7/1/14 Program Start Date)

On-cycle new residents must complete Modules A and C online in the web-based HealthStream Learning Center between June 1, 2014 and June 30, 2014.

Note: The Office of Educational Affairs may direct new on-cycle UF residents to complete both modules by a date prior to the June 30th deadline mandated in this official policy. If so, please follow these instructions.

New Residents – Off-Cycle (Residents with a Program Start Date After 7/1/14)

Off-cycle new residents must complete Modules A and C online in the web-based HealthStream Learning Center within 60 days of their program start date.

ICD-10 Education

Due to the upcoming conversion to the ICD-10 code set, used for our patients primarily to describe the reason(s) for services rendered and procedures performed on insurance claims, all **new** residents for FY 2015 are also required to complete ICD-10 education in the web-based HealthStream Learning Center. As outlined for Modules A/C above, new on-cycle residents will be assigned the ICD-10 education on June 1 to be completed by June 30, 2014, while new off-cycle residents will be given 60 days from his/her date-of-start to complete the ICD-10 education.

Note: Established residents do not have an ICD-10 educational requirement for FY 2015, as these individuals were assigned the education during the 2014 FY.

Completing Assigned Education in the HealthStream Learning Center

Residents access the HealthStream site using the following link:
<http://www.healthstream.com/hlc/shands>.

For returning residents and on-cycle new residents, the applicable courses as described above will be loaded into a resident's online training queue by the Clinical Data Quality Education Department as of the beginning date of a resident's training window. Off-cycle new residents will have their courses loaded and available in HealthStream as soon as possible after their individual start date, and will receive an email from the CDQ Education Department advising that the courses are available.

Residents will log in to HealthStream using their 8-digit UFID number* with no dash as their user id, and their badge number (top right corner of badge reverse) as their password. After logging in, the assigned courses can be found under the "My Learning" tab in the "My Assignments" area of the screen. A resident may exit a course without completing it and may complete the remainder of the course at a later time. A resident may pause a test in order to go back to a previous section of the course to review certain slides. If any test is not passed, a resident must retake the test (which on subsequent attempts will include different questions) until a passing score is achieved. After all mandatory components of the course are completed, a certificate of completion may be printed.

If any of the applicable education as described above is missing from a resident's "My Assignments" area, or if residents encounter any difficulties or have general questions regarding the online courses, the resident should contact the CDQ Education Department at 244-5360, 244-9643, 244-9641, or 244-9644 for assistance.