

Agenda of Sessions:
Auditing from Start to Finish PreConference Track
Sunday, December 5, 2021 | Wyndham Grand Clearwater Beach | Clearwater Beach, Florida

Overview: This session is NOT a lecture on these topics. We will actively perform each individually AND as a group!
A laptop is STRONGLY recommended for this session.

8:00 - 9:15	Defining the Purpose of the Audit at Hand Not all audits performed are annual baseline audits. Different members will be assigned different types of audits to include annual, risk, target, validation, and due diligence. We will discuss throughout the day if the type of the audit impacts the various aspects of the process.
9:15 - 9:30	Break
9:30 - 10:30	Creating the Sample To do so, you need to include the what, the who, and the when. So often our audits include ALL providers and the standard 10 or 20 encounters pulled within the 30 to 60 days, but this is always appropriate? We will define variations from the standard sample, how to and when to pull a specific or standardized sample, and when it is just ok to make exclusions within your sampling.
10:30 - 12:15	Let's Audit- E&M & Others. Ready. Set. Here- We- Go. Now the REAL work begins. We will have time dedicated to begin the audit process. Time will include individual time in which you will audit independently for self consideration of E&M encounters, office based procedures, and maybe some inpatient, or some ED, or maybe some surgical procedures. Don't worry if something is not your specialty- this session is working on the mechanics of auditing at its core- AND- we will also be working on the finer aspects of the audit findings as a group as well. The sample will be intriguing enough to appeal to all coder/auditor specialties.
12:15 - 1:00	Lunch
1:00 - 2:30	Written Communication: the Leave Behind You Want to Leave Behind. The report you write is the calling card of your reputation, and whenever that provider refers back to the rules or guidelines mentioned there, it is YOU will they will remember. So let's fine tune your technical writing skills. In this session, there will admittedly be a little bit of lecture, but then you WILL write your report and it will be reviewed for cohesive thought, authoritative tone, and most importantly accuracy.
2:30 - 3:00	Break
3:00 - 5:00	Oral Communication: How Well Can You Speak Your Mind? If I have said it once, I have said it a thousand times- lead with empathy, exude authority- KNOW YOUR STUFF! How well can you articulate the provider's findings whether under fire or not? "If you just communicate, you can get by. But if you communicate skillfully, you can work miracles." -John Roth... Let's leave here ready to work miracles in healthcare!