

# E/M Chart Auditing Workshop

A proactive stance is your best  
defense against an audit.



PRACTICE<sup>®</sup>  
MANAGEMENT  
INSTITUTE



*Improving the business of medicine through education*

Keep a healthy bottom line  
with this comprehensive  
self-audit system.



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## Reasons to Attend

- 1 Adopt a baseline audit system used by professional auditors.
- 2 Improve aptitude for cross-checking and code selection.
- 3 Discover missed revenue opportunities when auditing charts based on fact.
- 4 Receive professional tips and forms to help you audit like a pro.
- 5 In-class case exercises will improve comprehension and ensure that chart documentation supports the claim submitted.

# You can pay a consultant to do it, wait for an audit letter, or take a proactive stance.

Implement your own self-audit procedures that will protect your office's bottom line and compliance. Class participants will learn how to reduce practice risk and improve claim submissions.

## Class Highlights:

- Create a systematic approach to cross-checking records so you always know where you stand
- Improve communication with providers and staff about chart documentation
- Determine whether appropriate levels of service are billed
- Verify appropriate levels of history, exam, and medical decision-making
- Identify how to properly evaluate the nature of the presenting problem
- Check billing for prolonged services plus other E/M services
- Perform case exercises that highlight claim errors
- Uncover missed revenue to improve the practice's bottom line
- Expert guidance on key components and potential problem areas

## Who Should Attend

This course is relevant for providers, clinical, and practice staff, consultants and office managers involved in diagnostic and procedural coding.

## Prerequisites

This is a basic-level course. Content assumes basic knowledge of medical charts and coding of claims.

## What to Bring

Participants must bring current CPT<sup>®</sup> and ICD-10-CM manuals to this class.

## Continuing Education



Continuing Education credits are awarded for attendance at this program. See PMI's web site for further details.

## Practice Management Institute

Practice Management Institute<sup>®</sup> (PMI) teaches physicians and their staffs how to properly navigate complex health care issues and secure every dollar rightfully due. PMI programs focus on solutions for coding, reimbursement, compliance and practice productivity. These training programs have been hosted in leading hospitals, medical societies and colleges across the U.S. for more than 30 years.

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## PMI awards certification by exam in four administrative areas:



Certified Medical **Coder** (CMC)<sup>®</sup>



Certified Medical **Insurance Specialist** (CMIS)<sup>®</sup>



Certified Medical **Office Manager** (CMOM)<sup>®</sup>



Certified Medical **Compliance Officer** (CMCO)<sup>®</sup>