



The Leading
Dental Connector
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Are you considering purchasing or
investing in a dental practice?

If so ...

Have you done your due diligence?

Dental Consultant Connection can help!

Call today or visit dentalconsultantconnection.com

Welcome to The Dental Consultant Connection

We are a unique dental consulting company serving the dental profession worldwide.

If you are considering purchasing or investing in a dental practice, due diligence is one of the most important first steps to take before signing the contract.

Protect your investment and put your mind at ease knowing you have experienced dental professionals on your side to:

- ⇒ **Perform internal prospective and retrospective billing audits**
- ⇒ **Evaluate current HIPAA and OSHA compliance**

Internal Prospective and Retrospective Audits

Given the increasingly aggressive efforts by government agencies to identify and recover overpayments to healthcare providers auditing is essential for establishing an organization's defense.

A retrospective audit selects a sample of records from services already submitted and reimbursed. These records are readily available for review so you avoid claims processing delays, but auditing retrospectively can mean that you will have overpayments to correct or disclose. We recommend dentists have internal prospective and retrospective chart audit processes in place.

Prospective audits help ensure that only completed work gets billed and also to ensure that ALL work that is completed gets billed correctly (nothing is missed).

Retrospective audits typically yield additional work to correct mistakes. However, these audit present opportunities to ensure quality assurance (compliance with recordkeeping and billing requirements) and quality improvement (continuous efforts to ensure better outcomes).

Together these audit processes provide physical evidence to demonstrate a dental practice has a reasonably effective compliance program and deserve due consideration in the face of fraud and abuse allegations.

Chart auditing often has an immediate positive impact on practice revenue.

What does the auditor do?

The auditor begins by selecting a random sample of clinical records for each provider in your practice. Items commonly reviewed in the audit include the following:

- ⇒ Chief complaint and stated medical necessity
- ⇒ Key components of medical and dental history, clinical examination, diagnosis and treatment planning
- ⇒ Provider and patient identification
- ⇒ Matching dates of service
- ⇒ Availability of documentation
- ⇒ Proper coding
- ⇒ Benefit eligibility

HIPAA Compliance

HIPAA helps ensure that all medical records, medical billing, and patient accounts meet certain consistent standards with regard to documentation, handling and privacy. Since fines can be up to \$1.5 million for violations or imprisonment up to 10 years for knowing abuse or misuse of individual health information, compliance is imperative. In addition, there are remediation fees, the stress of being audited, and the disruptive and exhaustive efforts to catch up on all requirements.

Full Comprehensive OSHA Audit

Dental teams who work in a safe and compliant practice are more productive and confident.

A Full Compliance OSHA Audit identifies if the practice is in compliance or at risk of accidents, injuries, or OSHA citations. We'll help you recognize violations and provide you with clear action steps on how to correct. The Comprehensive Compliance Audit starts with a full inspection of the entire clinical area. We'll determine if all OSHA, Infection Control (for patient protection), and Dental Board requirements have been met. Next, the documentation is evaluated including all required training and record keeping forms, OSHA manuals, and Safety Data Sheet pages. Finally, the entire dental facility itself will be evaluated for proper signage and physical safety hazards.

You will receive a written report of the findings and recommendations. If desired, we'll assist you in correcting the problem areas as we go through the practice. Signs, labels, and documentation will be provided as needed. If there are extensive corrections, you'll have a checklist of what steps to take to meet compliance. By the end of the audit, you'll have clear, concise information on how to protect the patients, practice and team.

