

TPR Spotlight

Total Practice Resources

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Dear Doctors and staff,

As we wind down for 2009, there are several things to be aware of and prepare for as we close out this year and move into next. The following articles will share some of this important info with you as well as help you get started with your planning for a prosperous 2010.

We, at Total Practice Resources, look forward to serving you through 2010 and helping with your practice building and development needs.

Thank you,

Total Practice Resources

Start Preparing for 2010

2010 ChiroCode Deskbook and Fee Schedule Analysis

If you haven't ordered your 2010 ChiroCode Deskbook, now is the time to do that. Approximately 500 coding changes are expected for 2010 and this means that you NEED to be aware of what changes will be affecting you.

In addition to this, you would be well served to also review your current fee schedules to insure that they are congruent with fees for service in your area. To do this, you may wish to order a Zip Code Fee Schedule Analysis as well, for your reference and review.

You may order one or both of these items directly from Total Practice Resources. You order and WE pay shipping and handling for you. To request an order form, please e-mail brandy_tpr@yahoo.com.

Remember, the first step you can take to protect yourself from records reviews and post payment audits is to know the rules by which you are required to follow. The best place to start is by knowing your codes and requirements and reviewing current fee schedule trends.

Your 'To Do' list for 2010

Stay Ahead of the Curve

Making the transition from one year to another is a task that should be carefully planned so as to not overlook important details to only discover later you have lost time, money and energy in doing things incorrectly or inefficiently.

I have prepared an initial 'To Do' list for you to get started with as you plan to make this year's transition a smooth one. Be sure that you make note of, and add to this

list any necessary specifics for your practices.

- * Print and review your **Medicare LCD** for documentation and coding changes per Medicare guideline (Local Coverage Determination)
- * **Set your 2010 Goals** --> You must know what target you are aiming at in order to take the necessary steps to get there!
- * **Red Flag Rules** --> Just b/c there is a delay on implementation, doesn't mean it won't happen. You are best to stay ahead of the curve and take precautionary steps.
- * **Coding Review** --> Not only do you need to order the 2010 ChiroCode Deskbook, you also should review the current codes used in your practice to insure compliance and proper use of codes
- * **Confirm state guidelines** --> Verify local guidelines for Time-of-Service and Pre-Payment (if applicable to you) to insure compliance of guidelines. Even if you have checked before, these guidelines can change!
- * **Medicare Fee Schedule** --> 2010 Fee Schedules will soon be available. Frequently check your local Medicare carrier website for fee schedule information
- * **Budget & Expense Planning** --> Review your 2009 monthly & annual income and expenses and begin preparing budgets and other financial plans
- * **Strategize your Marketing** --> Look at avenues of marketing currently used and seek ways to amplify or improve these. We must always seek constant and never ending improvement in all areas!
- * **Fee Schedule Review** --> Insure that your fee schedule is congruent for your local region. You can do this many ways. We recommend that you order the current year fee schedule analysis for your specific zip code.
- * **Meet with your Team** --> Make sure that everyone is on the same page and aware of any practice needs or changes. Communication is a very important key in any business success!

Red Flags Still Waving!

*by Joann Conner
Identity Theft Risk Management Specialist
Pre-Paid Legal (866) 453-9008*

There is a mis-conception circulating regarding the Federal Trade Commission enforcement of the Red Flags Rules. The law became effective as of May 2009. It is only the enforcement of the law that has been repeatedly postponed, most recently to June of 2010.

What this means for the business owner is that they are required to have in place programs and training to prevent, detect (through employee training), and respond to patterns or practices that throw up "red flags." A key factor is identity theft education provided by a qualified trainer.

Complacency initiated by the repeated extension of the enforcement is risky. Since it is already the law, the Federal Trade Commission could enact enforcement at any time. Once that happens, a business that has not taken advantage of the extended time to put safeguards in place may find itself in a defenseless position in the event of a breach. While it is often difficult to find time for training, it is far less time consuming than dealing with regulatory agencies in a security lapse.

Please follow the TPR Spotlight for more articles from Joann Conner. Her information and assistance will help to protect the providers, practices and the patients.

For more information, resources, or for training options at no direct cost to you, please contact JoAnn Conner, CITRMS, Group Security Specialist, Loss Prevention Specialist, and Independent Associate, Pre-Paid Legal Services, Inc.

Email: joannconner@prepaidlegal.com

What Your Team Can Expect from Our Team in 2010

As we continue to strive to even further and better assist you all with your practice efficiency and growth, you will be excited to learn of the new features that we will be adding in 2010.

Kick off for the introduction of these new features will take place at the Nutri-West/Brimhall Homecoming seminar on January 29-31, 2010. Please stay tuned to future editions of the TPR Spotlight for more of these exciting details as well.

Additionally, we would love to see you at the Homecoming seminar and with the line-up of presenters; it will be a seminar that you will absolutely not want to miss. For more information and details on this seminar, please contact Nutri-West 4Life at (800) 255-3292 or Health Path Seminars at (866) 338-4883.

Remember also that TPR has new webinars recorded and placed online every month for your continued assistance and learning. Do take advantage of these webinars and let us know what you would like to see in the future. We would love to hear from you! For special requests, please e-mail Brandy at brandy_tpr@yahoo.com.

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