


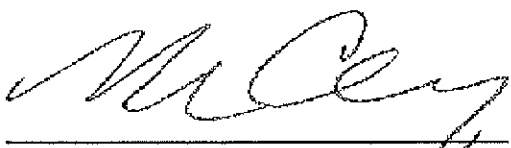
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|  UNIVERSITY of MARYLAND<br>ST. JOSEPH MEDICAL GROUP | <b>UMSJMG<br/>Policy &amp; Procedure</b> | <i>Policy #:</i>           | RC15   |
|  | <b><i>Subject: Coding Audit</i></b>      | <i>Effective<br/>Date:</i> | 6/2017 |
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|  |  | <i>Supersedes:</i>         |        |

**POLICY: This policy establishes coding audit requirements for providers employed by UMSJMG and billing under the UMSJMG tax ID**

**Procedure:**

1. All providers must be audited at least once a year.
2. A minimum of 10 charts must be audited.
3. Providers must achieve a minimum score of 80% to pass the audit.
4. Providers that achieve a score of 80% are considered compliant and do not require an audit until the next year
5. Providers that do not achieve a score of 80% must be reaudited and meet with compliance auditor for additional training
  - a. Reaudit #1: Provider's must be audited again within 90 days of receiving score below 80%
    - i. If 80% score achieved on reaudit #1, no further action required
    - ii. If score below 80% on reaudit #1, second reaudit required
  - b. Reaudit #2: Must be performed within 45 days of receiving score below 80% on reaudit #1
    - i. If 80% score achieved on reaudit #2, no further action required
    - ii. If score below 80% on reaudit #2, reaudit required within 45 days
      1. All claims must receive 100% pre-review prior to billing
      2. Additional one-on-one training must be scheduled with coding auditor
  - c. Reaudit #3: Provider must score above 80% or is grounds for termination from UMSJMG

**Policy approved:**



Mitchell Clay, Executive Director UMSJMG

Date: June 19, 2017