

Wednesday, July 10th
Wednesday, August 14^{th,}
Tuesday, September 17th
Monday, February 17th, 2014

Location: Dove Conference Center, Prairie Heart Institute

*Continental Breakfast will be available beginning at 8:00 a.m.

8:30 – 9:00

General Introduction

Robert Ritz, President & CEO

Tommy Ibrahim, MD, Chief Physician Executive

- Welcome by Chief Physician Executive and/or President & CEO
- Introduction to Hospital Sisters Health System
- Introduction to St. John's and Leadership Team
- History of our Ministry
- Mission, Vision, and Values
- Recognitions and Accreditations
- FY 12 Results
- Commitment to Physician Engagement and Physician Relations Plan and Campus Plan
- Organization Chart and Service Line Orientation
- Overview of Clinical Services, Nursing Orientation and Tertiary Referral Process
- PCIN and Physician Alignment Strategy
- Overview of the day

9:00 – 9:30	Intro to the Medical Staff Office
	Michelle Alepra, MD, Medical Liaison Officer

- Introduction to Medical Staff Bylaws
- Introduction to Rules and Regulations
- Code of Conduct and Behaviors that Undermine a Culture of Safety
- Overview of Policy and Procedure Highlights (General and Department Specific)
- OPPE and FPPE Process
- Concern/Event Reporting for Physicians
- Physician Assistance and Wellness Committee
- The Organized Medical Staff and Chain of Command
- Medical Staff Committees and Participation
- Orientation to Medical Staff Website
- Changes in Personal or Professional Information
- Your Privileges and New Requests and appropriate processing



Risk Mitigation

Emergency Preparedness and Response Physician Contracts and Timesheets

Compliance (Ctarly Anti bickback Anti truct)

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9:30 – 9:50	Health Information Management
	Heather Shankland, HIM Director, Privacy Officer
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•	E-signing and Query Response
•	Medical Record Keeping and Delinquency Policy
•	The Paper Flow and DNFB
•	Billing and Coding
•	Privacy and HIPAA of Protected Patient Information
•	Reporting Compliance Concerns
•	Reporting Compilance Concerns
9:50 – 10:00	Break
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10:00 – 10:30	Introduction to Quality and Peer Review
	Diane Tebrugge, Director of Quality
•	The Affordable Care Act and Quality
•	Public Reporting for Hospitals and Physicians
•	Value Based Purchasing
•	Readmissions Reduction Program
•	Peer Review Process, OPPE, FPPE
•	Quality Committee Structure and MSQC
•	Crimson Advantage Introduction
•	Chinson Advantage introduction
10:30 – 10:50	Hospital Consumer Assessment of Healthcare Providers and Systems Survey (HCAHPS)
	Joan Naumovich, Director of Patient Relations
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•	Understanding HCAPS and how it effects you
•	HCAHPS Service Teams
•	Hearing the patient's story
10:50 – 11:10	Risk Management and Compliance
-0.50 11.10	Randy Obert, Director of Risk & Amy Bulpitt, VP of Legal Affairs
	Randy Obert, Director of Mak & Army Bulpitt, VF of Legal Ariana
•	Event Reporting and Peminic
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11:10 - 11:40	Ethical and Religious Directives
	Mary Jo Wasser, Director Mission Integration
•	Introduction to the Franciscan Ministry
•	Introduction to the Catholic Church and ERDs in Health Care
•	Ethics Committee
11:40 – 12:30	Lunch Break
11.40 12.50	- Lanon Break
12:30 – 1:00	Medical Library and Culture of Safety Initiative
	Kitty Wrigley, Director
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•	Introduction to Medical Library and Online Reference Resourcing for Clinicians
•	Introduction to Culture of Safety, Structure, NPSG
1:00 – 1:20	Regulatory
	Karen Gajdostik, RN, Facilitator of Regulatory Compliance
•	CMS
•	The Joint Commission, Physician Handbook, Hot button Standards
•	Patient Rights and Responsibilities
•	EMTALA
1:20 - 1:40	Infection Prevention
	Sandy VonBehren, Director of Infection Prevention
•	Introduction to Infection Control and Antibiotic Stewardship Committees
•	Tracking and Reporting of Healthcare Associated Infections (HAIs)
•	General Introduction to Best Practice for the Prevention of HAIs
	-Hand Hygiene
	-Standard Precautions and the use of Personal Protective Equipment (PPE)
	-Transmission Based Precautions
	-Caring for Lines and Catheters Including Timely Removal

Exposure to Pathogens and Response to Exposures

1:40 - 2:00

Break



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2:00 – 2:20	Case Management and Clinical Documentation
	Ida Blevins, Director of Case Management and Clinical Documentation

- Introduction to Case Management and General Concepts (ALOS, GMLOS, DRG, CMI, etc..)
- Introduction to EHR and Purpose
- Understanding the Increasingly Audited World
- Clinical Documentation and Physician Response
- Importance of Clinical Documentation on Physician Specific Outcomes data (LOS, Mortality, CMI, etc.)

2:20 – 3:00	Meditech, IT and Computer Based Learning Completion Q&A
	Open Session
	Lorie Carroll, Physician Informatics Lab
	Janelle Murphy, Physician Informatics Lab

- An opportunity to review Meditech and St. John's Application tips and short cuts
- An opportunity to review Computer Based Learning modules if not already completed.

 A Passing Score on all examinations will be required. All material will have been covered throughout the entirety of the day. Computer Based Examinations will cover the following areas:
 - Quality, Value Based Initiative
 - Infection Control
 - Ethical and Religious Directives
 - Physician Disaster Preparedness
 - Pain Management
 - HCAHPS Hospital Consumer Assessment of Healthcare Providers
 - Clinical Documentation
 - Health Information Management
 - HIPPA
 - Compliance
 - Environment of Care
 - Concern Reporting Peminic
 - Fire Safety in the Operating Room

3:00 Completion – Will need attestation form signed acknowledging completion of orientation process.