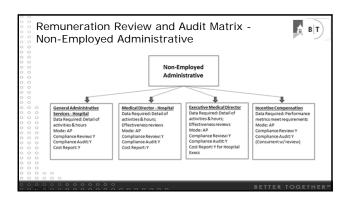
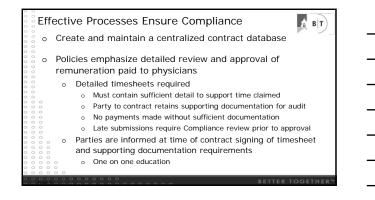


_	Empl	oyed	Non-En	Non-Employed			
	<u>Clinical</u>	Admin	Clinical	Admin	Executive		
	Professional Services	General	Professional Services	General	Hospital Base Subsidy		
	Productivity Bonus	Medical Director	Incentive Comp.	Medical Director	Medical Directo		
	Start-up Bonus	Executive Med Dir	Teaching	Executive Med Dir	Incentive Com		
	Teaching		On Call Services	Incentive Comp.			
C	On Call Services						

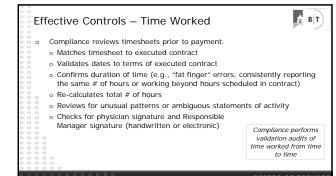


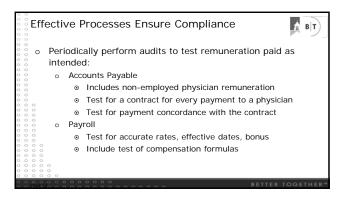


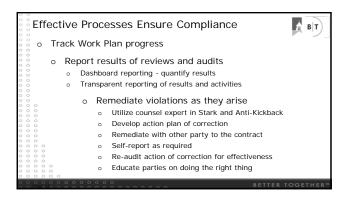


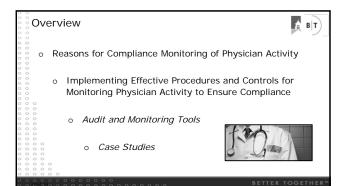


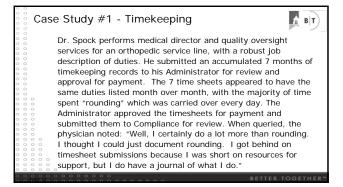
B B T Effective Controls - Time Worked 0 Management oversees services and time worked: o Ensures timesheet reflects job description, includes detail of activities reported in 15 minute increments and not general statements such as "Services," "Miscellaneous" or "Administrative" o Ensures physician submits timesheet in a timely manner in accordance with the terms of the contract and applicable hospital policies o Reviews timesheet for accuracy and certification, and upon approval submits timesheet to Compliance for payment Ensures physician expectations for payment are Provide training to aligned with contract and services performed Managers from time to time on the timekeeping process and their associated roles Evaluates performance and delivery of services and responsibilities BETTER TOGETHER

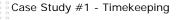










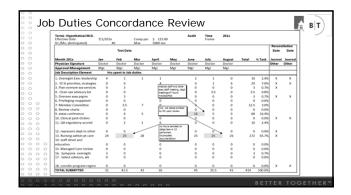


Consider:

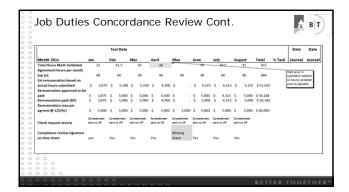
- ✓ Time spent rounding
- Same activities month to month
 Late submission
- Concordance with expected job duties
 - How can the physician's activities and effectiveness performing the job be evaluated and confirmed prior to approval for payment?

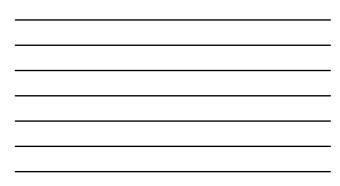
BETTER TOGETHER

B B









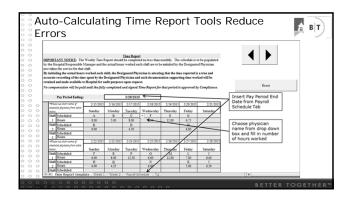
Timekeeping Case Study Conclusion

- Time spent performing duties was validated 0 through journal review with some time not paid when not supported Management performed job evaluations on 0
- the medical director that indicated effective performance
- Physician educated on timekeeping 0
- requirements and timely submission Management educated on requirements to 0
 - keep abreast of performance effectiveness for medical director(s) and periodic need to validate duties needed against the contract
 - job description

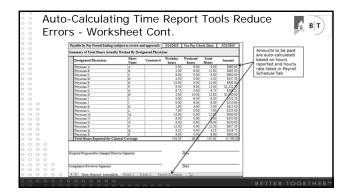
a B|T) These actions mitigate risks -

- Services not performed as intended If you pay a medical director, Management is responsible to assure those services are rendered
- Relevance of job Conduct periodic review of job role against organization's needs, which may change
 Requiring controls on timely whenleve and detailed
- submission and detailed duties required for payment

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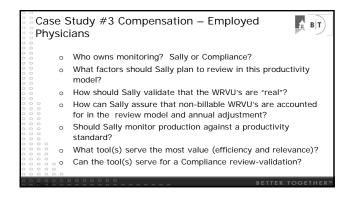


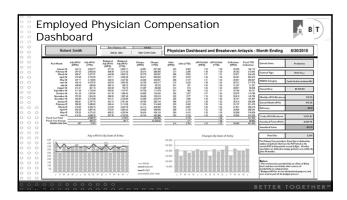
Case Study #2 – Late Timesheet Submission

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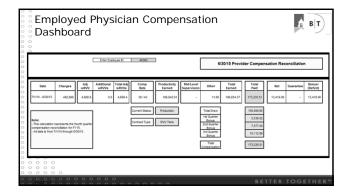
Late Timesheet Case Study Conclusion Does your organization have a Vendor Invoice Policy that limits the time period the physician can submit for Consider the Statute of Limitations in your state Must perform a thorough review of time submitted to ensure services were actually performed If no paper schedule, go into EMR system and pull Progress Notes for dates reported by physician to verify they worked that day Consider creating tracking tool to monitor receipt of timesheets and hold managers accountable for follow-up

Case Study #3 Compensation - Employed B BT Physicians Sally manages a busy primary care practice with over 100 employed physicians. The physicians are paid on a productivity model (wRVU, some have a guarantee, some are capped), requiring quarterly reviews, with an annual adjustment to salary draw as required. She needs assurance that physicians are being paid per the comp model but does not have the resources or time to maintain or review compensation concordance with the contract manually at the frequency required. Sally must maintain the payroll internally because there is no budget money to outsource monitoring or review. She has access to Decision Support and EPIC records and billing data.

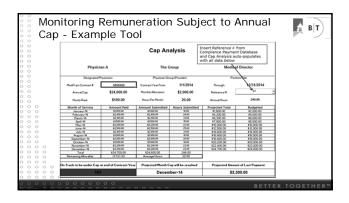




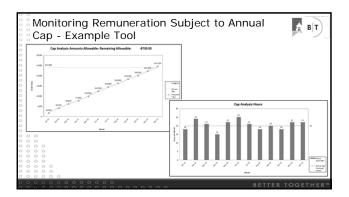






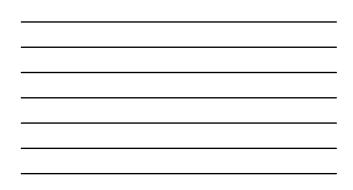


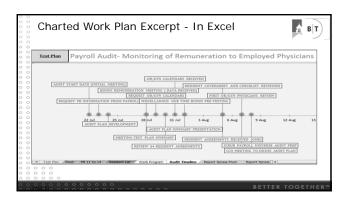


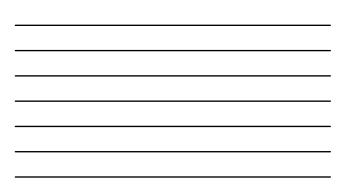




0	Work – Work t	he Plan	B B
0	PROJECT DETAILS		
0	DATE	Event	
0	Tuesday, July 22, 2014	Audit Start Date (Initial Meeting)	
0	Wednesday, July 23, 2014	Request PR Information from Payroll	
0	Thursday, July 24, 2014	Audit Plan Development	
0	Monday, July 28, 2014	Bonus Remuneration meeting (Data Received)	
0	Monday, July 28, 2014	Meeting -Test Plan Summary	
0	Tuesday, July 29, 2014	Request OB/GYN Calendars	
0 0	Wednesday, July 30, 2014	Review 64 Resident Agreements	
0 0	Thursday, July 31, 2014	OB/GYN Calendars and Documentation Received	
0 0	Friday, August 01, 2014	Audit Plan Summary Presentation	
0 0	Friday, August 01, 2014	Miscellaneous One Time Bonus pre-testing	
0 0	Tuesday, August 05, 2014	Resident Agreements Received (GME)	
0 0	Tuesday, August 05, 2014	Resident Coversheet and Checklist Received	
0 0 0	Thursday, August 07, 2014	Scrub Payroll Universe Audit Prep	
0 0 0	Thursday, August 07, 2014	First OB/GYN Physicians Review	
0 0 0	Friday, August 08, 2014	CCO Meeting to Dicuss Audit plan	
0 0 0	Friday, August 22, 2014	Review to add GME-14-15 Residents to Contract Database	
0 0 0 0	Monday, August 25, 2014	Management Request for xxx Productivity Data	
0 0 0 0 0	0 0 0 0 0		

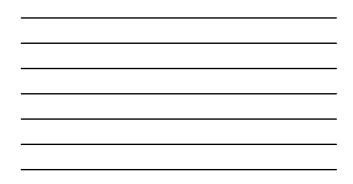






Payroll Audit Model	– Physician Compensation
wodei	
Objective	Employed Physician – Compensation Model Audit Our objective is to verify that each physician compensation model is applied accurately and consistent with the terms of the contract
Universe	All employed physicians paid under a compensation formula Examples: IM, FP, Surgery, OB-GYN, Cardiology, Oncology
Sample Determination	100% test - compensation model math (annually or when adjusted); RAT STATS individual sample for each compensation model; Review of Compensation Database for anomalies
Test	Source verification of amounts: WRVU data Per terms: WRVU rate, Adjustments, Sign-On Bonus, Timing of Adjustments, Bonus Allocation, Quality Metric Compliance, Physician Extender-Related Compensation, Other (per terms)
Results	Draft Results - No material findings: compensation formulas stable, adjustments timely, quality metrics performance acceptable Action Plan of Correction – N/A

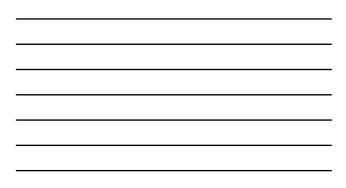
									0
									V:\Complance\ Audits/Payrol\ Payrol_2014)
	Notes	Validation	FY14 Final Bonus (ROB)	Guarantee (Other)	Basis Variance	RVU Basis	Fiscal Years RVUS	Draw Basis	Physian Name
e	Guarantee	0.00	\$0.00	\$6,538.46	\$0.00	\$46,844.40	1,171.11	\$52,307.20	Physician 1
		0.00	\$14,317.20	\$0.00	\$14,317.20	\$259,883.20	6,497.08	\$245,566.00	Physician 2
		0.00	\$545.32	\$0.00	\$545.32	\$826.12	21.74	\$280.80	
end	BWC Stiper	0.00	\$0.00	\$100,000.00	\$0.00	\$96,580.50	1,931.61	\$199,992.00	
egular 1 Pay	Higher Reg	0.00	\$12,703.70	\$547.65	\$12,703.70	\$152,154.33	3,887.31	\$139,998.28	
		0.00	\$21,204.00	\$0.00	\$21,204.00	\$290,491.60	7,262.29	\$269,287.60	
		0.00	\$18,137.20	\$0.00	\$18,137.20	\$279,029.60	6,975.74	\$260,892.40	hysician 7
		0.00	(\$57,496.39)	\$8,408.96	(\$57,496.39)	\$84,104.26	2,213.27	\$150,009.60	hysician 8
	CPCI	0.00	\$9,362.06	\$865.80	\$9,362.06	\$198,472.64	4,964.48	\$189,976.39	Physician 9
	BWC Stip	0.00 0.00 0.00 0.00 0.00 0.00 0.00 0.00	\$14,317.20 \$545.32 \$0.00 \$12,703.70 \$21,204.00 \$18,137.20	\$0.00 \$0.00 \$100,000.00 \$547.65 \$0.00 \$0.00	\$14,317.20 \$545.32 \$0.00 \$12,703.70 \$21,204.00 \$18,137.20	\$259,883.20 \$826.12 \$96,580.50 \$152,154.33 \$290,491.60 \$279,029.60	6,497.08 21.74 1,931.61 3,887.31 7,262.29 6,975.74	\$245,566.00 \$280.80 \$199,992.00 \$139,998.28 \$269,287.60 \$260,892.40	Physician 2 Physician 3 Physician 4 Physician 5 Physician 6 Physician 7



Pa	yroll Audit	– Salaried Physicians
0		Salaried Physician Remuneration Audit
	Objective	Our objective is to verify that physician remuneration is consistent with the terms of the contract
	Universe	All physicians who receive a salary through Payroll as auto-pay and all residents Examples: Nocturnist, Urgent Care; Residents
	Sample Determination	RAT-STATS sample from the non-resident universe and all residents (100% review)
	Test	Per terms: Salary Rates, Bonus Allocation, Mid-Payroll Start Date, Variable Rates: shift, weekend, multiple roles
	Results	Draft Results - No material findings; resident payroll not prorated during initial pay due to mid-pay period start date Action Plan of Correction – pay adjusted for all applicable residents

Do									
NAME	PER_END_DAT	CHECK_DES	Total	Resident Salary	Remaining Wage	Rate	Hours	Day(s) in Report Express	Day of week
R1	7/5/2014	REGULAR1	\$780.00	\$0.00	\$780.00	\$65.00	12.00	7/5/2014	Saturday
R1	7/19/2014	REGULAR1	\$770.00	\$0.00	\$770.00	\$55.00	14.00	7/16/2014	Wednesday
R2	7/5/2014	BNSPHYWN	\$140.00	\$0.00	\$140.00	\$10.00	14.00	6/29/2014	Sunday
R2	7/5/2014	REGULAR1	\$3,041.60	\$2,061.60	\$980.00	\$70.00	14.00	6/29/2014	Sunday
R2	7/19/2014	REGULAR1	\$2,061.60	\$2,061.60	\$0.00	\$70.00	0.00	Resident	0
R3	7/5/2014	REGULAR1	\$2,350.40	\$2,350.40	\$0.00	\$70.00	0.00	Resident	0
R3	7/19/2014	BNSPHYWN	\$355.00	\$0.00	\$355.00	\$10.00	35.50	7/11/2014,7/12/2014, 7/19/2014 7/11/2014,7/12/2014,	Friday, Saturday Saturday Friday, Saturday
R3	7/19/2014	REGULAR1	\$4,835.40	\$2,350.40	\$2,485.00	\$70.00	35.50	7/19/2014	Saturday, Sacuroay,
R4	7/5/2014	ON-CALL	\$1,020.00	\$0.00	\$1,020.00	\$85.00	12.00	Urgent Care	0
R4	7/5/2014	REGULAR1	\$2.061.60	\$2,061.60	\$0.00	\$70.00	0.00	Resident	0
R4	7/19/2014	BNSPHYWN	\$80.00	\$0.00	\$80.00	\$10.00	8.00	7/12/2014	Saturday
	171071011	01101111111					0.00	7/12/2014, 7/16/2014,	Saturday, Tuesd
R4	7/19/2014	REGULAR1	\$4,301.60	\$2,061.60	\$2,240.00	\$70.00	32.00	7/17/2014	Thursday
R5	7/5/2014	REGULAR1	\$2,061.60	\$2,061.60	\$0.00	\$70.00	0.00	.,	Saturday
85	7/19/2014	BNSPHYMN	\$280.00	\$0.00	\$280.00	\$10.00	28.00		Saturday
R5	7/19/2014	REGULAR1	\$4,861.60	\$2,061.60	\$2,800.00	\$70.00	40.00		Saturday
								Resident-Prorated time	
R6	7/5/2014	REGULAR1	\$1,374.24	\$1,374.24	\$0.00	\$70.00	0.00	before Graduation	0
Grand T	otal		\$30,374.64	\$18,444.64	\$11,930.00		\$245.00		
	639	(W)-h		a	E24 -	E24.		620 ·	
	~	Contract of the local division of the local	1 2		~	~		~	
	Vi/Complance \ Audits (Payrol)	Document	Vi)Core	/sonalc	VI/Complance/	Vi(Complance)	- V	(Complance)	
	Reveal 2014		Adts	ayeor/	Audts//ayrol/	Audts/Payrol/ Payrol/2014)		udits (Paynol) (aunol 2014)	

	unts Payab Ineration F	ele Audit – Paid to Non-Employed Physicians					
000		Time-Based Remuneration Audit					
	Objective Our objective is to verify on an annual basis that physician remuneration is consist the terms of the contract and is supported by evidence of time worked						
0 0 0 0	Universe All physicians who request payment by submitting timeshee						
	Sample Determination	All physicians who submit timesheets. Sample includes xx physicians as of x/xx/xx					
	Test	1 month in the year - subjective selection of varying duties (at least 3 that encompass job duties). Supporting documentation of time worked reviewed to validate time worked per the contract					
0 0	Results	Initial Review in Progress. One finding - Physician did not submit (maintain for future review) back-up documentation; however, sufficient evidence of time worked was recompiled upon request using sign in sheets, minutes and other evidence (e.g., calendar, publications)					
	• • • • • • • • •	BETTER TOGETHER					



Audit Period: Nove HYPOTHETICAL Executive Sumi AP AUDIT			i July 31, 201x		VARIANCE	FINDINGS		
VENDO		100	NDOR NUMBER	Dollars Paid vs Approved)	Incorrect Payee	Duplicate Payment	Compliance Appr.	
Physician Vendo		VE	10001xxxx	Paid vs Approved)	Payee	Fayment	but not sent to AP	
Physician Vendo			100010xxxx	-\$2.405.00				
Physician Vendo			20000xxxx		\$2.640.00			
Physician Vendo			10001xxxx			\$211.22		
Physician Vendo			99900xxxx		\$10,185.00			
Physician Vendo			100030000					
Physician Vendo	e 7		20000xxxx				-\$250.00	
Physician Vendo	r 8		10000xxxx	\$9,503.22				
Physician Vendo	19		20000xxxx			\$2,480.00		
Physician Vendo	r 10		20000xxxx	\$400.00				
Physician Vendo			20000xxxx					
Physician Vendo	r 12		20000xxxxx		-\$10,185.00			TOTALS
5			TOTALS	\$7,498.22	\$2,640.00	\$2,691.22	-\$250.00	\$12,579.4
Transactions	Audited 3	3741		Total Audit Pe	riod AP Spend	- CMP Vendor	Classification	\$29,041,009.0
Transactions	in Error	12					Error Rate	0.043
			FINDI	NGS NARRA	TIVE			
[Insert]								
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