

Medical Billing Audit Committee

Meeting Agenda

[Click to select date]

[Time]

Meeting Facilitator: [Facilitator Name]

Invitees: [Names of Invitees]

- I. Call to order**
- II. Roll call**
- III. Review of minutes from last meeting**
- IV. Concurrent chart audit results**
 - a) Departmental error rates over and under 5%
 - b) Action Plans for departments with a 5% or greater error rate
 - c) Review Group and Enterprise rankings (MASS110 and MASS113 reports)
- V. Rehab, Psych, Skilled Nursing or other exempt units Concurrent chart audit results (if applicable)**
- VI. Pending/Delinquent Action Plans (both manual and auto-created)**
- VII. Other business related to concurrent chart audit**
- VIII. Focus Audits, Patient Request Audits, Third Party Payer/Insurance Defense Audits results**
- IX. Late charges**
 - a) Importance of daily charge reconciliation
 - b) Creation of manual Action Plans related to late charges.
- X. Daily/Monthly Charge Reconciliation, SOX Control A.02.03 Revenue Charge Capture**
- XI. Daily Midnight Census Reconciliation, SOX Control A.02.06 Midnight Census Control**
- XII. Clinical Research audit information/findings (if applicable)**
 - a) Quarterly self-audit
 - b) Annual audit
- XIII. Adjournment**