



# HOSPICE NUTS & BOLTS December 5-8, 2023

**Daily: 10:00am-2:30pm**  
**A Virtual, Intensive Program**  
**for Hospice Clinicians and Leaders**

**Hospice Nuts and Bolts** is unlike any Hospice 101 or 201 class you've ever attended. This is a virtual, intensive 4-day program presented by Corridor. The program is designed to reinforce the regulatory and compliance components of hospice for all clinicians and individuals in leadership positions in hospice organizations. Association Members may attend this course at the discounted rate of \$275 per person. Physical course materials and a questionnaire will be sent to registrants in advance, so please register early!

The logo for Corridor, featuring the word "Corridor" in a grey sans-serif font with a yellow semi-circle above the letter "o".



**Continuing Education:** This activity is eligible for 15.75 nurse contact hours. The Association for Home & Hospice Care of North Carolina is approved as a provider of nursing continuing professional development by the North Carolina Nurses Association, an accredited approver by the American Nurses Credentialing Center's Commission on Accreditation.



## ABOUT THE PROGRAM

This program, developed and taught by Corridor, covers the Conditions of Participation in detail, including the Medicare benefit from a clinical perspective including eligibility, recertification, what is covered and what is not, levels of care, revocation, discharge and transfer. Throughout the program focus is placed on documentation throughout the continuum of care, including documentation regarding eligibility, levels of care, symptom management and the Local Coverage Determinations (LCDs). In addition, the Comprehensive Assessment and the “rules” surrounding the Plan of Care. Significant focus will be placed on the interdisciplinary team (IDT) including their form and function and the IDT meeting. Facility based care is also highlighted in this program to assist in understanding the importance of care coordination and both the hospice and the facility responsibilities.

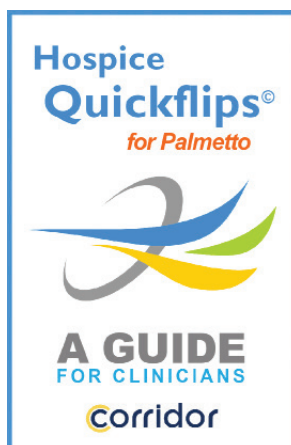
Quality Assessment Performance Improvement will be covered in detail, including how QAPI and corporate compliance work hand in hand. Compliance and compliance risk areas will be covered in detail, including details on enforcing agencies.

Objectives of Hospice Nuts and Bolts:

1. Understand the basics related to the Hospice Conditions of Participation
2. Define key components of the Medicare Hospice Benefit
3. Identify documentation requirements regarding:
  - Eligibility
  - Comprehensive assessment
  - Recertification
  - LCDs
  - Plan of Care
4. Understand the form and function of the IDT
5. Describe the QAPI program and how it is related to Corporate Compliance
6. Identify areas of Risk and the entities that enforce compliance

**Register before November 29 to ensure timely delivery of a hard copy of Hospice Quickflips or Hospice Medical Director’s Guide Quickflips.**

Attendees who register after November 29 will still receive the hard copy, but we cannot guarantee it will arrive before the workshop.



## ABOUT THE PRESENTERS

Sharon Seaton, RN, BSN, CHPN, HCS-O,  
HCS-D

Sharon Seaton has 34 years of varied Home Health and Hospice experience in clinical and senior management, as well as experience in compliance in both for-profit and non-profit organizations. Her focus has been on quality, compliance, and education.

As an Executive Director her organization was awarded the "Hospice of the Year" designation for growth and quality scores. She also was the recipient of a Rotary International grant for rural hospice care. She has also worked as a Quality Assurance Reviewer for Home Health coding, OASIS and Hospice Coding Services. Currently, she is a Clinical Product Development Specialist at Corridor. Sharon has been a featured speaker at conferences across the U.S. showcasing both Hospice and Home health coding and compliance.



## Day One - December 5, 2023

**10:00 - 10:15am**    **Introductions**

**10:15 - 12:00pm**    **The Hospice Medicare Benefit**

- Philosophy of the Hospice Benefit
- Core Services
- Determining What is Covered
- The Hospice Physician
- Levels of Care
- Election of Benefit, Addendum, and Certification

**12:00 - 12:30pm**    **Break - Prize Wheel**

**12:30 - 2:30pm**    **Conditions of Participation: Clinical Aspects**

- Patient Rights
- Initial and Comprehensive Assessment
- Coordination of Services
- Introduction to the IDG
- Infection Control & Emergency Preparedness

## Day Two - December 6, 2023

**10:00 - 10:15am**    **Painting the Picture (Activity)**

**10:15 - 11:45am**    **Making the Case for Eligibility**

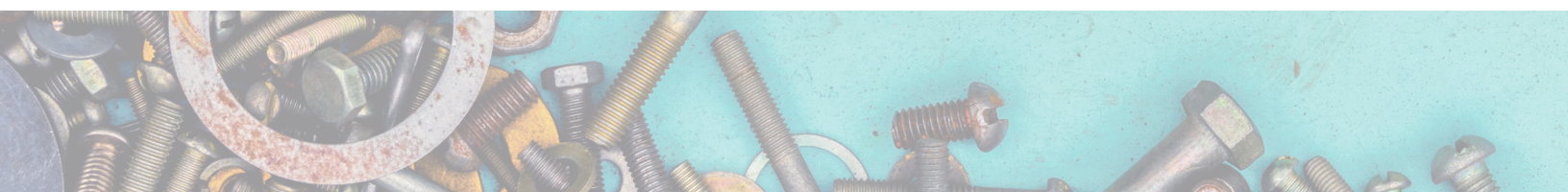
- Documentation and Demonstrating Eligibility
- The Local Coverage Determination Guidelines
- Supporting Prognosis: Making the Case Every Time
- Assessment Prompts
- Discharge and Revocation

**11:45 - 12:00pm**    **Case Study**

**12:00 - 12:30pm**    **Break - Prize Wheel**

**12:30 - 2:30pm**    **Diagnosis Coding and Documentation**

- What is Diagnosis Coding and Why is it Important?
- Why Accurate Coding is Essential
- The Comprehensive Assessment and an Accurate Claim
- Terminal Diagnosis and Related Conditions
- Prohibited Primary Terminal Diagnoses



## Day Three - December 7, 2023

### **10:00 - 11:30am Interdisciplinary Group and The Plan of Care**

- Case Study - IDG Decision Making (Arnold)
- Barriers to Effective IDG Meetings
- The Care Planning Process
- Meeting Agenda: Roles and Responsibilities
- Individualizing the POC
- The Role of the Hospice Physician

### **11:30 - 12:00pm Break and Prize Wheel**

### **12:00 - 1:15pm Facility Based Care**

- Coordination of Care
- The POC and Documentation
- Visit Reporting
- The Companion Rule: Roles and Responsibilities
- Relationship Building
- The Inpatient Unit and GIP

### **1:15 - 1:30pm Case Study - Coordination of Care**

### **1:30 - 2:30pm Proof of Excellence: Hospice Quality Reporting and QAPI**

- What is QAPI - Building a Culture of Compliance
- HQRP: Outcome Measures, HIS
- Hospice Care Index
- Performance Improvement Projects

## Day Four - December 8, 2023

### **10:00 - 11:15am The Additional Documentation Request**

- Targeted Probe and Educate
- Hospice ADR Checklist
- Hospice Hierarchy
- Timelines - What if you miss them?
- The Appeals Process

### **11:15 - 11:45am Case Study Activity**

### **11:45 - 12:15pm Break and Prize Wheel**

### **12:15 - 1:30pm Risk Areas for Hospice**

- Pre-Payment and Post-Payment Reviews
- Government Oversight
- Legal Implications
- Case Study - Risk

### **1:30 - 2:30pm Final Q&A**

- Questions
- Review of the Pre-Test Questions/Answers



# The Association for Home & Hospice Care of North Carolina

## Hospice Nuts and Bolts

A Virtual 4-Day Intensive: December 5-8, 2023

**Confirmation:** Prior to the webinar, you will receive a Zoom confirmation email which will include a join link to access the webinar, a dial-in number and an access code to listen in via telephone. You will also be sent any pertinent handouts if available.

**Registration Fee:** The registration fee covers one individual and one continuing education (CE) certificate (if applicable). Multiple site participation from individuals within your agency will require separate registration. For example: if your agency has paid for 1 participating registration but 3 people from your agency would like to attend and receive CE credit, your agency will need to pay a separate registration fee for all 3 participants. In addition, if your agency has sent in 1 registration but 3 people from your agency register through the Zoom link, your agency will be invoiced the registration fee for the additional 2 registrations. The handouts will be emailed to you to the email address you provide. Please feel free to provide an additional email address as a backup. If you would like to register more than 10 attendees from your agency, please contact [sue@ahhcnc.org](mailto:sue@ahhcnc.org) for discount group pricing.

**Cancellation and Substitution Policy:** Fees will be refunded, or invoices will be adjusted, only if written notice of cancellation is received by AHHC two weeks prior to the event. In the event of cancellation, AHHC will retain, or charge, 50% of the initial registration fee, per registrant, to cover administrative overhead. Once written cancellation is received, an AHHC staff member will review for approval. If your cancellation is approved, we will email back a signed and dated copy of the cancellation that your agency should retain on file in case of questions. Substitutions may be made up to the day of the event. Please contact [info@ahhcnc.org](mailto:info@ahhcnc.org) if you have any questions.

### Please Make Your Selection Below:

Association Members	\$275	
Potential Members	\$425	

Amount Enclosed	
Attendee Name	
Agency Name	
Agency Address	
City State Zip	Phone
Attendee Email	Alternate Email

### ***If paying by check, please make payable to AHHC***

Credit Card Number	Exp. Date
Name (as it appears on card)	
Address of cardholder	
Email Address for CC receipt	
Signature (required)	

**Registration must be received in writing and will not be accepted without payment. Three easy ways to register:**

1.	Online Registration - please visit <a href="http://www.ahhcnc.org/events">www.ahhcnc.org/events</a>
2.	Mail registration form with total registration fees (check or credit card) to: AHHC, 3101 Industrial Dr., Ste. 204, Raleigh, NC 27609
3.	Fax form with total registration fees (credit card) and signature to 919.848.2355

Contact Susan Franklin with questions: 919.848.3450 or [sue@ahhcnc.org](mailto:sue@ahhcnc.org)