

Texas Tech University Health Sciences Center El Paso Billing Compliance Policy

Policy: Compliance 1.0: Annual Education	
	Effective Date: April 22, 2020
TTUHSC El Paso Compliance Website: https://elpaso.ttuhscc.edu/compliance/default.aspx	

Policy Statement

The purpose of this policy is to establish requirements for mandatory compliance education for Texas Tech University Health Sciences Center El Paso (TTUHSC El Paso) Faculty and Staff including all employees, temporary workers, volunteers and governing body members.

This policy mandates that all individuals are expected to complete required compliance education within the time frames and frequencies established by this policy.

Scope

This policy shall apply to all TTUHSC El Paso employed Faculty and Staff (*This includes all individuals involved in administering or delivering Medicare Advantage Programs*).

Policy

All TTUHSC El Paso Faculty and Staff shall receive:

- Annual General Compliance Training,
- Standards of Conduct and Ethics Training,
- Conflict of Interest Training, and
- HIPAA Training

Training must be completed within 30 days of initial hiring and within 90 days annually thereafter.

PROCEDURE

1. Compliance trainings will be administered through the ACME online education system.
2. The ACME system has been programmed to automatically assign compliance lessons to Faculty and Staff upon hire. Temporary workers and volunteers are assigned trainings upon hire.

Frequency of Review

This policy shall be reviewed no later than February in each odd-numbered year.

Review Date:

Revision Date: