

## **Baseline Medical Records Review Service**

Baseline medical records reviews/audits are preliminary assessments to develop a reference point. By performing a review in advance, your practice can identify improper billing and coding practices and make necessary corrective actions prior to any government or third-party payer audit. This can help you save both time and money.

Our company is an approved government IRO (Independent Review Organization) which means we have been given the seal of approval from the government (CMS/OIG) as a compliance auditor.

### **What Does The Baseline Records Review/Audit Service Include?**

When we review/audit your records, we look at the level of service billed as well as the diagnosis, and other procedure codes used. We will then provide you with a detailed report as to what we found and give any recommendation as to what may need to happen moving forward.

In some cases, we may recommend onsite group education and/or one-on-one provider training in which we may round/observe the visit with the provider and then guide/answer any questions after the patient visit.

Our process is easy and turn-around time is quick. After receiving the necessary information, a report will be delivered within 15 business days.

### **What We Need:**

- 20-25 randomly selected records/progress notes per physician
- Copy of the printed CMS 1500 Form that goes with that days progress note
- Progress notes that are pulled should be from a range of services (i.e. new, established office visit, consults and hospital visits)
- Include all applicable lab and/or diagnostic test results

### **Send Records Via:**

- UPS or FedEx *only* (consultants must be provided with tracking information)
- Fax to our secure Fax server