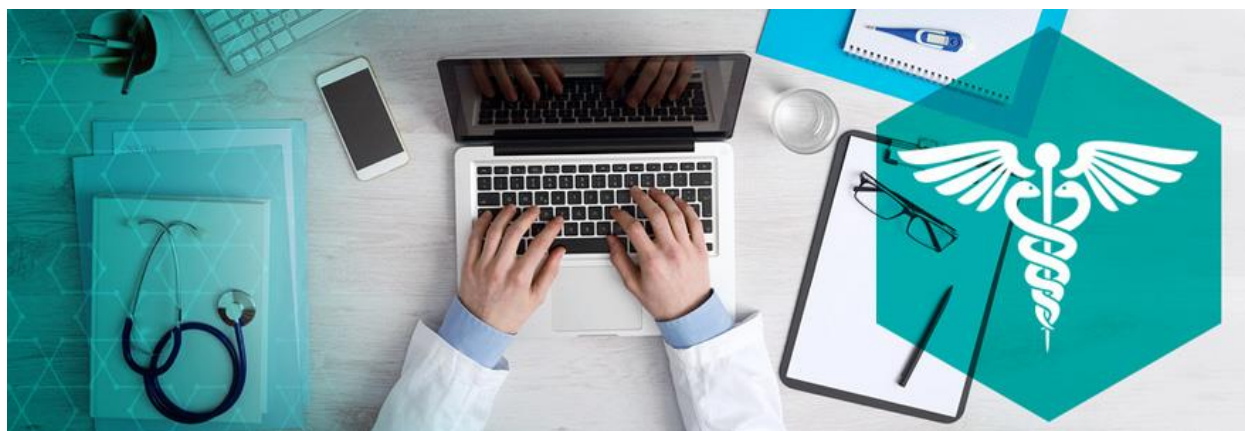


Computerized Physician Order Entry CEHRT Compliance Online Training



An eLearn Training Program for Healthcare Professionals

Work online at your own pace with no scheduled classes to attend

Earn 18 AIHC Preapproved Continuing Education Units

Sponsored by



American Institute of Healthcare Compliance, Inc.

431 W. Liberty Street Medina, Ohio 44256

Toll Free: 866-571-5635 / Cleveland/Akron Area: 330-241-5635

Fax: 330-952-0716 / [Contact Us](#)



Visit our web site at www.aihc-assn.org

An Internationally Recognized Compliance Training & Certification Leader in Health Care

501(c)(3)Non-Profit Organization

Who should take this course?

This course is recommended for individuals who perform assistive services in their practices and have sufficient knowledge, experience, and training to properly handle any such alerts that may appear when entering orders into the CPOE system.

If you have questions related to the modifications of Stage 2 Meaningful Use, please contact Medicare directly or visit the [Modified Stage 2 Program Requirements for Eligible Hospitals, CAHs, and Dual-Eligible Hospitals Page](#) from the Centers for Medicare and Medicaid Services website.

Updates from the Centers for Medicare and Medicaid Services

CMS continues to reinforce the need for appropriate credentialing related to computerized order entry and EHR meaningful use. In March 2018, CMS sent a reminder to providers to review compliance information for EHR meaningful participation, providing a list of Frequently Asked Questions (FAQs) for reference. The second question in this list, FAQ #2851, states:

Question: Who can enter medication orders in order to meet the measure for the computerized provider order entry (CPOE) meaningful use objective under the Medicare and Medicaid Electronic Health Record (EHR) Incentive Programs?

Answer: As mentioned in 80 FR 62798, a medical staff person who is a credentialed medical assistant or is credentialed to and performs the duties equivalent to a credentialed medical assistant may enter orders. We maintain our position that medical staff must have at least a certain level of medical training in order to execute the related CDS for a CPOE order entry. We defer to the provider to determine the proper credentialing, training, and duties of the medical staff entering the orders as long as they fit within the guidelines we have proscribed. We believe that interns who have completed their medical training and are working toward appropriate licensure would fit within this definition. We maintain our position that, in general, scribes are not included as medical staff that may enter orders for purposes of the CPOE objective. However, we note that this policy is not specific to a job title but to the appropriate medical training, knowledge, and experience.

To read more, you can view this [FAQ document](#) OR visit the [CMS Frequently Asked Questions Page](#) and select “Objectives and Measures.”

What is eLearn training?

eLearn training courses are online instructor assisted programs. There are no scheduled classes to attend. You may work at your own pace and will have the ability to login to your information 24 hours per day. Your instructor will be available to communicate by phone and e-mail to assist you throughout your training program. Instructors provide online access, technical support, and course instruction as needed to help in your educational efforts.

What will I learn from this course?

Introduction to CPOEP (Certified Provider Order Entry Professional)

- Qualifications of a Certified Provider Order Entry Professional
- Government Rules on Authentication – Electronic Signatures Requirements & the Legal Electronic Health Record
- Medicare: Overview of Diagnostic Tests, Order Guidelines

Diagnostic Laboratory Services

- Entering Orders for Diagnostic Lab: The Laboratory Order or Requisition
- Commonly Ordered Laboratory Tests
- Common Abbreviations and Acronyms (Flash Cards Provided)

Radiology & Other Diagnostic Tests

- Entering Orders for Radiology Tests or Procedures
- Understanding Terminology
- Interpreting and appropriately using Abbreviation (Flash Cards Provided)

Introduction to Pharmacologic Principles

- Drug laws, FDA, DEA and Health Care Practitioners and the Law
- Classifications, identifying names, legal terms, terms indicating drug actions, drug references and using the Internet as reference
- Sources and effects of drugs, drug processing by the body (pharmacokinetics), other variables affecting drug actions, unexpected responses to drugs
- Medications Preparations and Supplies: routes of administration and how drugs are supplied to support accurate order entry. This chapter includes nontraditional drug forms and devices, standard drug forms and supplies

Abbreviations and Systems of Measure

- Conversion of Units, Household System of Measures, and the Metric System
- Medical Abbreviations, Medication Orders, and the Telephone Order (TO)

Drug Classifications:

- Vitamins, Minerals and Herbs: Traditional and Alternative Medicines, Antioxidants
- Skin Medications: Cautions for Topical Medications, antipruritics, corticosteroid, emollients, kertolytics, enzyme preparations, scabicides and pediculicides, local anit-infectives, burn medications, agents to treat acne
- Autonomic Nervous System Drugs: Adrenergics, adrenergic blockers, cholinergics, cholinergic blockers
- Antineoplastic Drugs: Antimetabolites, alkylating agents, mitotic inhibitors, antitumor antibiotics, hormones, biological therapies, colon-simulating factors, monoclonal antibodies, targeted therapies, vaccines, radioactive isotopes, cautions and responsibilities for antineoplastic drugs
- Urinary System Drugs: Diuretics, treatment of Gout, bladder antispasmodics, cholinergics, urinary analgesics, treatment of BPH
- Gastrointestinal Drugs: Antacids, Treatment of ulcers GERD, Gastric mucosal agents, GI antispasmodics or anticholinergics, agents for IBD, antidiarrheal drugs, antiflatulents, laxatives and cathartics, antiemetics
- Anti-Infective Drugs: Resistance, adverse reactions, vaccines, aminoglycosides, cephalosporins, macrolides, penicillins, carbapenems, quinolones, tetracyclines, antifungals, antituberculosis agents, agents for VRE, sulfonamides, urinary anti-infectives, antivirals, treatment HIV and AIDS
- Eye Medications: Anti-infectives, anti-inflammatory agents, antiglaucoma agents, mydriatics, local anesthetics
- Analgesics: Sedatives, hypnotics,, local anesthetics, antimigraine agents
- Psychotropic Medications, Alcohol and Drug Abuse: CNS stimulants, selective norepinephrine reuptake inhibitor (SNRI) for ADHD, antidepressants, antimanic agents
- Musculoskeletal and Anti-inflammatory Drugs: Skeletal muscle relaxants, anti-inflammatory drugs, osteoporosis therapy
- Anticonvulsants, Antiparkinsonian Drugs and Agents for Alzheimer's Disease: Anticonvulsants, Drug therapy for generalized and partial seizures, febrile seizures and absence seizures, Antiparkinsonian drugs, Agents for restless legs syndrome and Alzheimer's disease

Drug Classifications, continued:

- Endocrine System Drugs: Pituitary hormones, adrenal corticosteroids, thyroid disorders, antidiabetic agents
- Reproductive System Drugs: Gonadotropics, androgens, erectile dysfunction medications, estrogens, progestins, contraceptives, drugs for labor/delivery
- Cardiovascular Drugs: Cardiac glycosides (digoxin), antiarrhythmic agents, antihypertensives, coronary vasodilators, antilipemic agents, antitrombotic and thrombolytic agents, hematopietic agents
- Respiratory System Drugs and Antihistamines: Oxygen therapy, respiratory stimulants, bronchodilators, corticosteroids, asthma prophylaxis, mucolytics and expectorants, antitussives, antihistamines, decongestants, safety of cough-cold-allergy products, smoking-cessation aids

Drugs and Older Adults:

- Physiologic changes with age, potentially inappropriate medication use in older adults, drugs to avoid with certain medical conditions, polypharmacy.

Can I earn Continuing Education Units (CEUs)?

Yes! Earn 18 Continuing Education Units



18 CEUs: This program has been approved for 18 continuing education units by the American Institute of Healthcare Compliance for AIHC Certified Professionals.

What is included in this course?

- Online Course Manager assigned to each professional enrolling in the program to provide professional guidance, technical web site support, and assist in the learning experience.
- Training materials and access to the online course page are provided.
 - Two Textbooks: Order Entry for Diagnostic Tests eBook
Essentials of Pharmacology for Health Professions, 7th Edition
 - Flash Cards: Terminology, Acronyms, and Abbreviations
- Homework and online quizzes are accessed through your online course page.
- Downloadable information that can be used for future reference.
- AIHC Membership for one year (*for first time members only*).

Experienced Medical Professionals will have the *option* to certify as a Certified Provider Entry Professional (CPOEP) after successful completion of the Computerized Physician Order Entry Training Program. The online exam can be taken from the comfort of your home or office by appointment only and scheduled with a professional AIHC proctor. The certification exam is *optional*, but the cost of one exam attempt is *included* in your course tuition provided you take the exam within three months of completing the program. [Click Here](#) for more information regarding AIHC Certification Exams.

How do I maintain my CPOEP Credential?

Once you are certified, you need to maintain your credential by earning six (6) continuing education units annually. AIHC offers a FREE annual competency examination worth 6 CEUs to meet your renewal requirement:

- Exam Content: Order Entry for Lab, Radiology, Medications, and Abbreviations/Acronyms
- 75 questions worth 6 CEUs
- An 80% minimum score is required to pass

[Click Here](#) to access the online CEU renewal chart.

Are there specific computer requirements needed for this course?

Yes! You will need high-speed internet access, Email, Microsoft Word, Excel, and Adobe Reader.

Is there a time limit to complete this course?

Yes! You have access to the online course page for six months. You must complete the course within that time.

What is the cost?

Groups of 1-4 People: \$425 Each

Non-Members: [Click Here](#) to register online for groups of 1-4 people

Groups of 5-20 People: \$375 Each

Non-Members: [Click Here](#) to register online for groups of 5-20 people

AIHC Members: [Click Here](#) to locate this course in the **AIHC Member Store**

OR scroll down for a hard copy registration form

Please [Contact Us](#) when registering groups of more than 20 people!

What are my payment options?



We accept registration payment via credit card or corporate check. You are able to submit your payment information online, by mail, or via fax. See the Enrollment Form below for more details. Visit our website for more information about our [Available Payment Options](#) or to view the [AIHC Refund Policy](#).



Computerized Physician Order Entry Training Program

Enrollment Form

Enrollment Date: Print Name & Credentials: (one form per person) Employer Name & Address: Home Address: Print Position & Check Highest Level of Education:	<p style="text-align: center;"><u>Tuition (Check Appropriate Box)</u></p> <p>Computerized Physician Order Entry Training: <i>**Please use a separate form for each enrollee, even when registering a group.</i></p> <p>Groups of 1-4 People <input type="checkbox"/> Tuition: \$425.00 <input type="checkbox"/> Optional Certification Exam</p> <p>Groups of 5-20 People <input type="checkbox"/> Tuition: \$375.00 <input type="checkbox"/> Optional Certification Exam</p> <p style="text-align: right;"> <input type="checkbox"/> High School <input type="checkbox"/> Associate Degree <input type="checkbox"/> Diploma Program <input type="checkbox"/> Bachelor Degree <input type="checkbox"/> Masters or Higher </p>
Clearly Print Your Email Address(es): (For website administration & confirmation of registration) Primary: Alternate:	Work Phone Number: Alternate Phone / Cell Number:
<input type="checkbox"/> MasterCard <input type="checkbox"/> VISA <input type="checkbox"/> Discover	
Charge My Credit Card: <input type="checkbox"/> MasterCard <input type="checkbox"/> VISA <input type="checkbox"/> Discover	
Amount Approved on Credit Card: \$ _____	
Card #: _____ Sec. Code _____ Exp. Date _____	
Billing Address for Credit Card: _____	
Name As It Appears on the Card: _____	
Authorized Signature & Date: _____	
<p>Paying by Corporate Check? Amount Due: \$ _____ Please make checks payable to: AIHC</p>	
<p>Mail to: American Institute of Healthcare Compliance 431 W. Liberty Street Medina, OH 44256 PHONE: 330-241-5635 / FAX: 330-952-0716</p>	
<p>Please visit our website at www.aihc-assn.org for more information about our company. Inquiries should be made to Contact Us</p>	
<p>How did you hear about us?</p> <p> <input type="checkbox"/> Mailing <input type="checkbox"/> Email <input type="checkbox"/> Co-worker <input type="checkbox"/> AIHC web site <input type="checkbox"/> AHIA web site <input type="checkbox"/> Social Media <input type="checkbox"/> Other _____ </p>	

American Institute of Healthcare Compliance, Inc.

Membership Application ~ Required for Non-Members Enrolling in this Program

(Membership is included in the price of tuition for *new members only*)

Job/Position (title & brief description):

Are you certified by any organization? Please indicate certification and company name:

Are you a licensed clinical professional? Please check all appropriate boxes:

- | | |
|-------------------------------------------------------|-----------------------------------------------------|
| <input type="checkbox"/> MD/DO | <input type="checkbox"/> Physician Assistant |
| <input type="checkbox"/> Chiropractor | <input type="checkbox"/> Nurse Practitioner/Midwife |
| <input type="checkbox"/> Doctor of Podiatric Medicine | <input type="checkbox"/> Registered Nurse |
| <input type="checkbox"/> Physical Therapist | <input type="checkbox"/> Licensed Practical Nurse |
| <input type="checkbox"/> Occupational Therapist | <input type="checkbox"/> Registered Pharmacist |
| <input type="checkbox"/> Speech-Language Pathologist | <input type="checkbox"/> Other: (specify) |
| <input type="checkbox"/> Kinesiotherapist | _____ |

OIG exclusion

Have you ever been:

1) Notified that you were under investigation for; investigated for; charged with; or convicted of any offense relating to Medicaid or Medicare fraud?

2) On the OIG exclusion list?

Membership Requirement (Restriction)

AIHC membership is open to the public, health care workers and administrators as well as certified healthcare auditors, collectors and compliance officers. To uphold to a higher standard, AIHC follows the guidelines recommended by the Office of the Inspector General (OIG) regarding retention of excluded individuals.

For many years the Congress of the United States has worked diligently to protect the health and welfare of the nation's elderly and poor by implementing legislation to prevent certain individuals and businesses from participating in Federally-funded health care programs. The OIG, under this Congressional mandate, established a program to exclude individuals and entities affected by these various legal authorities, contained in sections [1128](#) and [1156](#) of the [Social Security Act](#), and maintains a list of all currently excluded parties called the List of Excluded Individuals/Entities. (See OIG website at exclusions.oig.hhs.gov)

No individual whose name appears on the OIG Excluded Individuals Entities List may hold membership in AIHC; and any member whose name is added to this list will have his/her membership status revoked without refund.

“My signature below indicates I have read this restriction to membership and attest that I am not currently on the OIG exclusion list at the date this application has been submitted for membership to the American Institute of Healthcare Compliance.”

Signature

Date