

Internal Forensic Healthcare Auditing Online Training



An eLearn Training Program for Healthcare Professionals

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

Earn 18 AHIMA and AIHC Preapproved Continuing Education Units

Sponsored by



American Institute of Healthcare Compliance, Inc.

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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 designed for experienced Healthcare Administrators and Executives involved in the auditing of business systems, processes, compliance, documentation, and records.

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 Criminal Investigations and Forensic Auditing in Health Care

- FBI and White-Collar Crime
- Financial Investigations & Embezzlement
- Social Media Checks
- NHCAA
- Medical Identity Theft
- Difference between Internal and External Investigations
- Steps to Conduct an Internal Forensic Investigation

Accepting the Investigation

- Investigation Checklist
- 10 Common Investigation Mistakes – What Not to Do
- Qualifications – What to Consider When Accepting the Investigation
- Difference between White, Blue, Red and Pink Collar Crimes
- Availability and Meeting Regulatory Deadlines (HIPAA, CMS Fraud & Abuse)
- Conflict of Interest & Recusing Yourself
- Understanding Bias and the Investigative Process

Planning the Internal Work Place Investigation

- Drafting the Plan – Reconnaissance
- Collecting and Handling Evidence
- IT and Digital Evidence
- Chain of Custody (CoC) Tracking and Documentation Requirements

Gathering Audit Evidence

- Characteristics of Objective Evidence
- Managing Evidence
- Detecting Problems when Auditing EMR/EHR for Evidence
- Securing Data as Potential Evidence
- Differentiating between Medical ID Theft or Falsified Data

Gathering Evidence through the Interview Process

- The Interview Process – Preliminary Considerations
- Fine-Tuning Your Approach
- Interview the Subject
- Assessing Credibility and Detecting Deception
- Interview Memos and Documentation

Analyzing Data and Report Findings

- Avoiding Bias, Analyzing Issues and Objective Report Writing
- Burden of Proof
- Recommended Basic Report Structure
- Writing the Report
- Complex Report Models
- Dissemination of information and Security of Communications

What are people saying about this course?

“I recently completed the online Internal Forensic Auditor course (CIFHA) and passed the certification exam. The reason I wanted to obtain this certification was to seek a higher-level auditing position. The CIFHA certification combined with my Certified Healthcare Auditor (CHA) credential has brought even higher level job offers than with CHA alone. CIFHA is an outstanding course and I highly recommend taking it with CHA. You will gain advanced knowledge and a stronger understanding of auditing: mining deeper into qualitative (people) as well as quantitative (data) investigations and concluding with verifiable, reproducible and meaningful results.”

❖ Carl – May 2018

“Every organization faces the risk of financial loss due to fraud. In fact, fraud and corruption are annually costing corporations and government approximately 5% of revenue. One of the best measures that any organization can take to mitigate the loss associated with fraud is to provide employees with the skills and techniques needed to detect and prevent it.

The CIFHA certification course is a specialized training course teaching auditors the necessary skills to identify weaknesses in the controls designed to safeguard assets. This course will prepare attendees to participate and lead the investigative process while maintaining the legal basis to support criminal investigators, legal staff or other enforcement officials.

I took this course and became certified to boost my current skills set as a Compliance Officer.”

❖ Gabriella – August 2018

“This is my second certification (CMDP and CHIFA) course through the Institute and the knowledge that I have acquired motivates me to keep learning. The instructor support and customer service with ALL in the organization is just a couple of examples of how it should be done! I am very impressed with the professionalism! Definitely will use again and again and again.

I highly recommended the programs to many of my colleagues.

I completed the online Internal Forensic Auditor course (CIFHA) and passed the certification exam. I wanted to obtain this certification to seek a higher-level auditing position in Compliance. The CIFHA certification combined with my other coding/auditing and nursing credentials has brought a higher level of regulation knowledge and understanding of investigations. AIHC’s CIFHA course really enlightened me to the truly advanced nature of forensic auditing.”

❖ Melody – August 2018

“I am a Certified Healthcare Auditor (CHA) and an Officer of Healthcare Compliance (OHCC) and this course is a wealth of knowledge.

With medical identity theft, embezzlement, and white collar crime on the rise, medical practices are at a huge risk today. Did you know there are not just white collar crimes but blue, red, and even pink collar crimes as well? I had never heard of anything but blue collar crimes before this course. If you are a compliance officer, healthcare auditor, or practice administrator, this course will provide you with step by step instruction on how to conduct an Internal Forensic Investigation. I urge you to take this course. It is amazing the information you will take away from this program.”

❖ Karen – September 2018

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 (CEUs) by the American Institute of Healthcare Compliance for AIHC Certified Professionals.



18 CEUs: This program has been approved for 18 continuing education units(s) for use in fulfilling the continuing education requirements of the American Health Information Management Association (AHIMA). Granting prior approval from AHIMA does not constitute endorsement of the program content or its program sponsor.

Core Content Hours Approved: Performance Improvement, 18 Hours

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: Internal Forensic Auditing Reference Guide eBook

Investigative Interviewing

- 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*).

Is there an option to certify?

Experienced Healthcare Auditors will have the *option* to certify as a Certified Internal Forensic Healthcare Auditor (CIFHA) after successful completion of the Forensic Auditing 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 is *included* in your training program tuition provided you take the exam within three months of completing the program. [Click Here](#) for more information regarding the CIFHA exam.

How do I maintain my CIFHA Credential?

Once you are certified, you need to maintain your credentials by earning six (6) continuing education units annually. [Click Here](#) to access the online CEU renewal chart.

AIHC OFFERS FREE AND LOW COST CEU PROGRAMS TO OUR MEMBERS

Are there specific computer requirements needed for this course?

Yes! You will need:

- High-speed internet access
- Email
- Microsoft Word and Excel
- Adobe Reader

Computer
Requirements



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? Full Tuition: \$1,250

Non-Members: [Click Here](#) to register online

AIHC Members: Register through the [AIHC Member Store](#) and pay **only 895!**

OR scroll down for a hard copy registration form

Do you offer multiple student discounts?

Yes! Please [Contact Us](#) for more information!

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](#).



Internal Forensic Healthcare Auditing Training Program

Registration 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> Internal Forensic Healthcare Auditing Training Program: <input type="checkbox"/> Full Tuition: \$1,250.00 <input type="checkbox"/> Optional Certification Exam <input type="checkbox"/> Coupon Code: _____ (if applicable) AIHC Member? Use the member coupon code and register for less! <input type="checkbox"/> Optional Certification Exam <input type="checkbox"/> Coupon Code: _____
Primary: Alternate:	Work Phone Number: Alternate Phone / Cell Number:
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: _____	
Paying by Corporate Check? Amount Due: \$ _____ Please make checks payable to: AIHC	
Mail to: American Institute of Healthcare Compliance 431 W. Liberty Street Medina, OH 44256 PHONE: 330-241-5635 / FAX: 330-952-0716	
Please visit our website at www.aihc-assn.org for more information about our company. Inquiries should be made to Contact Us	
How did you hear about us? <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 _____	

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