



The Massachusetts Chiropractic Society, Inc. in cooperation with the
The Massachusetts Board of Registration of Chiropractors



Presents a **Practice Compliance and Record Keeping Seminar**
November 5-6, 2011

COURSE DESCRIPTION

Today, chiropractors are facing more challenges than ever before.

Recording your patient's information and describing how you care for your patients doesn't need to be so difficult. This seminar will cover the basics of what needs to be documented in a patient file and how this file should be maintained.

A Practice Compliance Plan is a blueprint of how a doctor runs his or her office. It helps organize your business to make it run more efficiently, effectively, and legally sound. This seminar will help you develop your own plan.

The Board of Registration looks forward to sharing our knowledge, answering questions, and helping you succeed.

LOCATION: Westford Regency
219 Littleton Road
Westford, MA 01886
978-692-8200



COST: \$245 * Includes lunch

***MCS members will receive a \$50 discount if registration is postmarked by October 28th.*

COURSE OUTLINE

- Standards of Chiropractic Practice in Massachusetts
 - Laws & Regulations
 - Solo doctor definitions
 - Chiropractic Facility licenses
 - Practice Policy Guidelines
- Practice Compliance Programs
 - What is compliance?
 - How to develop a Compliance Program.
- Patient Record Keeping
 - What needs to be documented
 - How the record should be maintained
- Patient Outcome Measures
- Federal Record Keeping Requirements
 - Medicare
 - HIPAA
- CPT Coding and Billing for Chiropractors

12 Hours of CE Approved

Members of the Board of Registration of Chiropractors

- Robert Baritz, D.C.**
- Jose Fernandez, D.C.**
- Kenneth Harling, D.C.**
- Marsha Krohn, D.C.**
- Lynn Le Bel, D.C.**
- Jean Marc Slak, D.C.**
- Mrs. Diane Slater**

SEE OTHER SIDE FOR SEMINAR SCHEDULE.
For directions to the hotel, call the MCS office: (800-442-6155)

PRACTICE COMPLIANCE AND RECORD KEEPING SEMINAR REGISTRATION — November 5-6, 2011

____ Doctor(s) @ \$245 each **I am an MCS member, please apply the \$50 membership discount (must be postmarked by October 28, 2011 to qualify)

NAME: _____ **CITY/TOWN:** _____

PHONE: _____ **E-MAIL:** _____

- I would like to take advantage of the Saturday lunch that is included in the fee.
- I would **not** like to take advantage of the Saturday lunch that is included in the fee.

Method of Payment:

Visa Mastercard Check Enclosed Amount: \$195 (postmarked by 10/28) or \$245

Credit Card # _____ Signature _____

Exp. Date _____ Cardholder's Billing Address/Zip Code _____

Mail registration to: MCS, 76 Woodland Street, Methuen, MA 01844 or fax to: 978-975-0468.
Questions? Call 1-800-442-6155 or 978-682-8242

SEMINAR SCHEDULE:

Saturday, November 5, 2011

8:15 a.m. Registration

9:00 a.m. — 12:30 p.m.

12:30 p.m. — 1:30 p.m. Lunch*

1:30 p.m. — 5:30 p.m.

Sunday, November 6, 2011

8:15 a.m. Registration

9:00 a.m. — 1:30 p.m.

A sandwich buffet will be provided on Saturday and is included in the seminar fee. Please complete the lunch section on the registration form.

Today's chiropractor faces many challenges in the ever-evolving world of health care. In an effort to help chiropractors meet the challenges of proper and adequate documentation, the MCS and the Board of Registration are presenting this program annually.