## 👉 Audit Toolkit

Target Audience: Medical professionals and State Medicaid agencies.

Purpose: The Audit materials compare and contrast the various Medicare and Medicaid reviews, audits, and investigations and provide information on how to minimize compliance risk and prepare for compliance reviews. The toolkit also describes how to design, execute, document, and monitor the results of a basic compliance self-audit of a health care business or medical practice.

Toolkit Items: 1 PowerPoint® Presentation **YouTube**, 1 Booklet, 1 Fact Sheet, and 1 Resource Guide
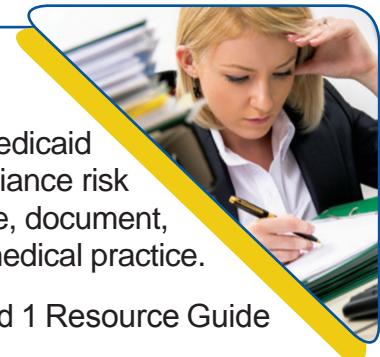
👉 Basic Data Mining Toolkit

Target Audience: Medical professionals, office billing managers, and State Medicaid agencies

Purpose: The Basic Data Mining materials provide a crash course for providers and their office staff who want to know how to understand the metrics of their practice. Providers will learn the basic characteristics of data, the various methods for analyzing data, how to ensure data is valid and relevant, how to describe and visualize data, and how to identify qualitative and quantitative anomalies.

Toolkit Items: 1 PowerPoint® Presentation **YouTube**, 1 Job Aid,1 Resource Handout, and 1 Sample Claim Worksheet
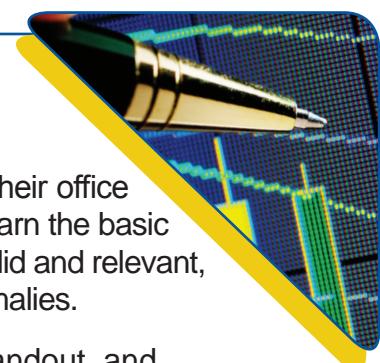
👉 Behavioral Health Services Toolkit

Target Audience: Behavioral health providers, family physicians, community mental health centers, and State Medicaid agencies

Purpose: The Behavioral Health Services materials provide important and current education on billing for behavioral health care services in a variety of settings. The materials help providers understand how to bill for basic services such as Early and Periodic Screening, Diagnostic, and Treatment (EPSDT) services for those under 21 years old; Screening, Brief Intervention, and Referral to Treatment (SBIRT) for those with substance use disorders; and community and clinical mental health services for all ages.

Toolkit Items: 1 Booklet, 1 Checklist, 1 Fact Sheet, and 1 Resource Guide
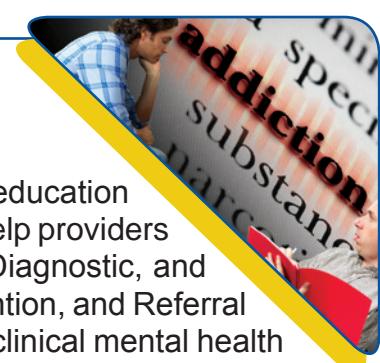
👉 Beneficiary Card Sharing Toolkit

Target Audience: Beneficiaries, beneficiary advocacy groups, community leaders, providers, and State Medicaid agencies

Purpose: The Beneficiary Card Sharing materials provide education on the issues associated with sharing Medicaid cards or numbers. The focus of the materials is deterring Medicaid beneficiaries from fraudulent activity through education about the problems and possible outcomes associated with sharing a Medicaid card or number.

Toolkit Items: 1 PowerPoint® Presentation **YouTube**, 1 Fact Sheet, and 1 Postcard

Medicaid Education Toolkits are now available on the Medicaid Program Integrity Education website:
https://www.cms.gov/Medicare-Medicaid-Coordination/Fraud-Prevention/Medicaid-Integrity-Education/edmic-landing.html

👉 Documentation Matters Toolkit

Target Audience: Medical professionals and State Medicaid agencies

Purpose: The Documentation Matters materials describe Medicaid documentation rules required by a variety of medical professionals and preventive strategies they can use to improve services and billing and decrease improper payments.

Toolkit Items: 1 PowerPoint® Presentation **You Tube**, 1 Case Study Guide, 4 Fact Sheets, 1 Resource Guide, and 1 Resource Handout
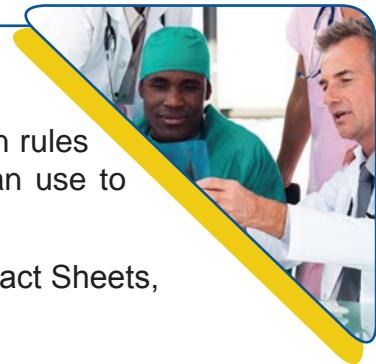
👉 Drug Diversion Toolkit

Target Audience: Pharmacists, pharmacy technicians, pharmacy residents, pharmacy students, and State Medicaid agencies

Purpose: The Drug Diversion materials review various aspects of drug diversion, including the types of drug diversion, the targeted medications for drug diversion, drug diversion behaviors, preventive actions, and the consequences for providers and patients involved in drug diversion activities.

Toolkit Items: 3 PowerPoint® Presentations, **1 Presentation available for CE* You Tube**, 6 Booklets, 2 Fact Sheets, and 1 Resource Guide

*Registration is required on the Medicare Learning Network® (MLN) for CE.

👉 Electronic Health Records Toolkit

Target Audience: Medical professionals and State Medicaid agencies

Purpose: The Electronic Health Records materials focus on potential program integrity issues while helping providers recognize that moving from paper medical records to electronic health records can improve the quality, safety, and efficiency of the nation's health care system.

Toolkit Items: 3 Booklets, 2 Checklists, 1 Decision Table, 2 Fact Sheets, 2 Job Aids, and 1 Resource Handout
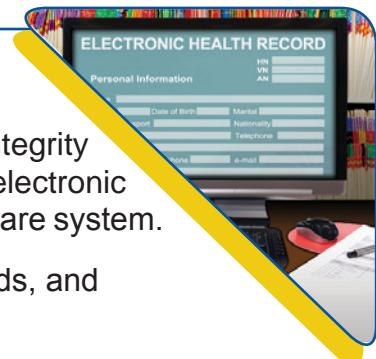
👉 Fraud, Waste, and Abuse Toolkit

Target Audience: Medical professionals and State Medicaid agencies

Purpose: The Fraud, Waste, and Abuse materials give a general overview of Medicaid fraud and abuse so providers will be able to recognize, report, and prevent them. The toolkit also informs providers of Medicaid fraud prosecutions and settlements and some of the program integrity measures taken by government agencies.

Toolkit Items: 1 PowerPoint® Presentation **You Tube**, 1 Booklet, 1 Fact Sheet, 1 Resource Guide, and 1 Resource Handout
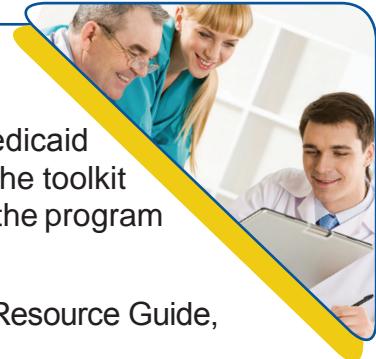
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👉 Home and Community-Based Services Toolkit

Target Audience: Medicaid hospice providers, physicians, nursing facility administrators, beneficiaries and persons that help guide their care, and State Medicaid agencies

Purpose: The materials, broken into three toolkits, provide an overview of the Medicaid hospice benefit; the certification and enrollment process; examples of fraud, waste, and abuse; new practices for improvement in communication, documentation, and quality of care; and what hospice providers and other stakeholders can do to help reduce improper payments.

Toolkit Items: 2 PowerPoint Presentations **You Tube**, 2 Booklets, 5 Beneficiary and 6 Provider Newsletters, 13 Fact Sheets, and 1 Resource Guide

👉 Hospice Care Toolkit

Target Audience: Medicaid hospice providers, physicians, nursing facility administrators, beneficiaries and persons that help guide their care, and State Medicaid agencies

Purpose: The Hospice materials provide an overview of the Medicaid hospice benefit; the certification and enrollment process; examples of fraud, waste, and abuse; new practices for improvement in communication, documentation, and quality of care; and what hospice providers and other stakeholders can do to help reduce improper payments.

Toolkit Items: 2 Booklets, 1 Checklist, and 2 Fact Sheets

👉 Managed Care Plan Compliance Toolkit

Target Audience: Managed care plans (MCPs) and State Medicaid agencies

Purpose: The MCP Compliance materials encourage providers and stakeholders in the Medicaid community to become actively involved in preventing, detecting, and reporting Medicaid fraud, waste, and abuse. Materials provide clear and concise guidance to providers on detecting fraud, waste, and abuse; appropriate follow-up actions; sharing information; and making meaningful referrals.

Toolkit Items: 1 PowerPoint® Presentation **You Tube**, 1 Fact Sheet, 1 Referral Guideline, and 1 Resource Handout

👉 Medicaid Compliance for the Dental Professional Toolkit
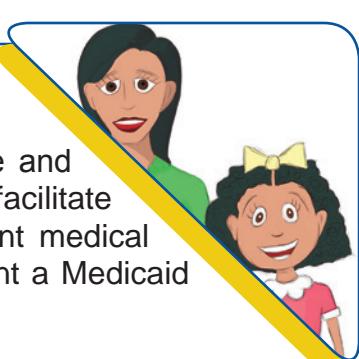
Target Audience: Dentists and State Medicaid agencies

Purpose: The Medicaid Compliance for the Dental Professional materials define and explain basic elements of a compliance program for dental professionals and how to facilitate compliance at the practice level. The products explain how to properly document medical necessity in the dental context and ways in which a dental practice can implement a Medicaid compliance program.

Toolkit Items: 1 PowerPoint® Presentation **You Tube**, 1 Booklet, 1 Fact Sheet, and 1 Resource Guide

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Medicaid Education Toolkits

👉 Non-Emergency Medical Transportation Toolkit

Target Audience: Medicaid beneficiaries, non-emergency medical transportation providers, and State Medicaid agencies

Purpose: The Non-Emergency Medical Transportation materials explain Medicaid transportation benefits and the importance for providers and beneficiaries to know the transportation rules in their States and to abide by them.

Toolkit Items: 1 PowerPoint® Presentation **You Tube**, 1 Booklet, and 1 Fact Sheet

👉 Nursing Home Toolkit

Target Audience: Medicaid-participating nursing home providers, Medicaid beneficiaries, beneficiary families and representatives, and State Medicaid agencies

Purpose: The Nursing Home materials contain an overview of nursing home Medicaid coverage rules and services, and discuss quality of care and reporting of abuse and neglect, as well as fraud, waste, and abuse in a nursing home environment.

Toolkit Items: 2 Booklets and 2 Fact Sheets

👉 Off-Label Pharmaceutical Marketing Toolkit

Target Audience: Medical professionals, pharmaceutical manufacturers and representatives, and State Medicaid agencies

Purpose: The Off-Label materials describe the prohibition on manufacturer promotion of off-label uses of prescription drugs, suggest ways of recognizing and reporting off-label promotion, and provide links to resources that discuss the prohibition against manufacturer promotion of off-label uses and government efforts to curtail such promotion.

Toolkit Items: 1 Fact Sheet and 1 Resource Guide

👉 Partners in Integrity Toolkit

Target Audience: Medical professionals and State Medicaid agencies

Purpose: The Partners in Integrity materials focus on providers' and physicians' responsibilities to recognize drug diversion; safeguard provider identifiers; and prevent fraud, waste, and abuse within the durable medical equipment and home health services fields.

Toolkit Items: 3 Booklets, 2 Fact Sheets, and 1 Postcard

Medicaid Education Toolkits are now available on the Medicaid Program Integrity Education website:
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Medicaid Education Toolkits

👉 Personal Care Services Toolkit

Target Audience: Personal care services contractors, personal care attendants, State program integrity personnel, and State Medicaid agencies

Purpose: The Personal Care Services materials define personal care services, list common improper billing practices found in personal care services, explain the potential consequences of such improper billing, and list steps providers can take to avoid improper billing.

Toolkit Items: 1 Booklet and 1 Fact Sheet

👉 Pharmacy Education Toolkit

Target Audience: Prescribing physicians, pharmacists, and State Medicaid agencies

Purpose: The Pharmacy Education materials provide the FDA-approved uses, risks, and potential adverse effects and applicable boxed warnings for both adult and pediatric use of the following drug classes: anticonvulsants, antidepressants, stimulants, atypical antipsychotics, proton pump inhibitors, and enoxaparin.

Toolkit Items: 11 Dosing Tables, 1 Billing Guide, and 11 Fact Sheets
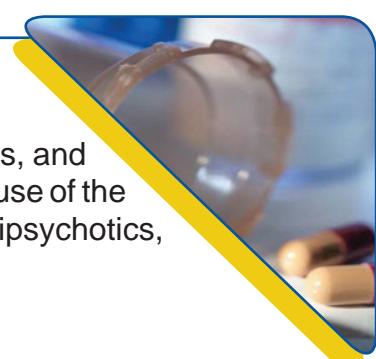
👉 Pharmacy Auditing and Dispensing Toolkit

Target Audience: Private and institutional pharmacy managers and State Medicaid agencies

Purpose: The Pharmacy Auditing materials provide a comprehensive, step-by-step walk through of pharmacy practices and policies across four modules. The materials help pharmacies audit incoming prescriptions for validity and authenticity, manage controlled substances stock and distribution, manage invoices to compare inventory to expected product on hand, and audit billing and distribution practices like partial fills that may be prone to errors.

Toolkit Items: 4 PowerPoint® Presentations ▶ You Tube, 4 Booklets, 1 Checklist, 4 Job Aids, and 1 Resource Handout

👉 Safeguarding Your Medical Identity Toolkit

Target Audience: Medical professionals and State Medicaid agencies

Purpose: The Safeguarding Your Medical Identity materials discuss the scope and definition of medical identity theft, common schemes using stolen identities, consequences for victims, mitigation strategies, and appropriate actions for potential victims of medical identity theft.

Toolkit Items: 1 PowerPoint® Presentation available for CE* ▶ You Tube, 1 Booklet, 1 Fact Sheet, and 1 Resource Handout

*Registration is required on the Medicare Learning Network® (MLN) for CE.

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Email the Education MIC at MedicaidProviderEducation@cms.hhs.gov with any questions or to receive more information.

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