14th ANNUAL BMSi-AMAC
LAS VEGAS SEMINAR
December 13, 14 & 15, 2017 – Caesars Palace Resort & Casino

Basic Principles of Documentation, Billing, Coding & Compliance in Radiation Oncology

Two great companies come together to present a dynamic 16 hour seminar. Join BMSi Seminars & AMAC in Las Vegas at Caesars Palace Casino & Resort.

The seminar is led by industry experts Dr. Carl Bogardus, Linda Lively, James Hugh, Susan Vannoni, Scott Simmons, and Diane Grefski. The team will teach dynamic and intensive sessions on radiation oncology billing, compliance, and documentation. The User Guides are an internet-enabled version at this seminar, usable both during and after the seminars. This internet version has replaced the printed version at this seminar. Attendees will have access to an electronic version of the guides both during and after the seminar.

The seminar covers all of the Medicare rulings and an explanation of each code, along with examples. Each CPT code will be discussed in depth. Professional, technical and global billing will be addressed. Following the final session on Friday, the Radiation Oncology Certified Coder Exam (ROCC®) will be offered. Please register for the exam prior to the seminar. This seminar has been approved for CEU’s with some major organizations.

Reservations are made on a “first come, first served” basis until the seminar is sold out. The price of the seminar is $1,595.00 per person or $1,495.00 for three or more from the same facility. This price does not include airfare, meals and hotel. The ROCC exam is a separate fee of $495.00.

Arrangements have been made to handle your hotel reservations at a specially negotiated room rate of $149/night + taxes for hotel standard rooms. A few suites have been blocked at the special rate both pre- and post-seminar but only on a “first come, first served” basis. Friday & Saturday’s rate is $170/night. Call to inquire. Please note: The special room rate is good only through November 11, 2017, or until the
block has been sold out, whichever comes first. Thereafter, the hotel has control of establishing the rate—which went to over $650 + taxes per night last year—so be sure to register quickly!

**Method of booking your room:**
- This information will be provided at a later date.

**Pre-Payment**
- Full prepayment is due 30 days prior to arrival.
- Valid payment methods include money order, any major credit card, or company check.

A Continental Breakfast will be provided Thursday and Friday mornings and lunch on Thursday, with snacks during morning and afternoon breaks each day. Register now to reserve a space in this upcoming seminar. We look forward to seeing you in Las Vegas.

Sincerely,

Carol Gravlee
BMSi Corporate Events Manager
"Basic Principles of Documentation, Billing, Coding & Compliance in Radiation Oncology"

**December 13, 14 & 15, 2017 – Caesars Palace Resort & Casino**

<table>
<thead>
<tr>
<th><strong>Price per person:</strong></th>
<th>$1,595.00</th>
<th><strong>Payment deadline:</strong></th>
<th>30 days prior</th>
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<tr>
<td><strong>3 or more from same facility:</strong></td>
<td>$1,495.00</td>
<td><strong>Cancellation policy:</strong></td>
<td>See below</td>
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<td><strong>ROCC Exam (optional):</strong></td>
<td>$495.00</td>
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**Name**

**Title**

**Company**

**Dept.**

**Mailing Address**

**City, State, Zip**

**Phone #**

**Fax #:**

**Cell #**

**E-mail**

**Do you wish to register for the ROCC® Exam?**

Yes_______  No_______

Check all that apply:  ASRT_______  AAPC_______  MDCB_______  ROCC_______

**Amount Enclosed for Seminar $**

**ROCC® Exam $**

**Credit Card:**  Amex____  Visa____  MasterCard____

**Name on credit card:**

**Card #:**

**Expiration Date:**

Negotiated room rate of $149/night + taxes for the hotel. A few suites have been blocked at the special rate prior to the seminar and the Friday & Saturday night rate is $179/night. Please note: The special room rate is good only through November 18, 2016, or until the block has been sold out, whichever comes first. Booking instructions will follow later. Additional charges are incurred if you call to book your room rather than using the web link.

Return seminar registration payment to:  **BMSi Seminars • Attention: Carol Gravlee • 3555 N.W. 58th Street, Suite 500 • Oklahoma City, OK 73112**. If you have any questions, please call and ask to speak to Carol Gravlee at (405) 917-0505, fax number is (405) 917-0501.

**Cancellation Policy**

- Cancellation notices must be sent in writing (email accepted).
- If notice is received 60 days or more prior to seminar date, you may choose either a full refund or you may transfer to the 2017 Las Vegas Seminar.
- If notice is received 59 – 30 days prior to seminar date, we will charge a 10% administrative fee. You may choose to receive the balance either as a refund or as a credit for the 2017 Las Vegas Seminar.
- If notice is received 29 - 11 days prior to seminar date, we will charge a 25% administrative fee. You may choose to receive the balance either as a refund or as a credit for the 2017 Las Vegas Seminar.
- If notice is received 10 – 4 days prior to seminar date, we will charge a 50% administrative fee. You may choose to receive the balance either as a refund or as a credit for the 2017 Las Vegas Seminar.
- If notice is received less than 4 days prior to seminar date, we will charge a 100% administrative fee.
Dr. Bogardus is CEO of Bogardus Medical Systems, Inc. He currently serves as Professor, Clinical Director & Vice Chairman of the Department of Radiation Oncology at the OU Cancer Center. He has served as President of the American College of Radiology, president of the American Society for Therapeutic Radiology and Oncology and is currently serving on various Medicare Advisory Panels and has conducted numerous audits for the Medicare Program.

Linda Lively is the founder, President and Chief Executive Officer of American Medical Accounting & Consulting (AMAC®), incorporated in 1983. AMAC provides billing and consulting services for many hospitals, radiation oncologists, hospital-based physicians and freestanding centers nationwide.

James E. Hugh serves as Senior Vice President of American Medical Accounting & Consulting (AMAC®). Jim’s national reputation has facilitated the development of negotiation strategies with third-party payors across the country.

D. Scott Simmons, BSRT, (R) (T), ROCC is President of Eagle Consulting. In 2006 Scott decided it was time to branch off on his own and formed Eagle Consulting. Scott has worked with Dr. Bogardus for several years and has years of experience in the specialty of radiation oncology.

Susan Vannoni, MS, RT (R) (T), is President of Radiation Oncology Consulting and has over twenty years of experience in the industry including vice president of clinical operations, a manager, a director of a radiation therapy program, and has practiced as a radiation therapist and a radiographer.

Diane M. Grefski, CPC, CHC, is the Compliance Officer and Director of the ROCC® Program of (AMAC®). Diane assisted with the development and implementation of AMAC’s compliance program shortly after the third party billing voluntary compliance program guidance was created by the Office of the Inspector General.

Guest Speaker: TBA

Course Outline

- Medicare rulings, current CPT codes, and clinical examples
- Evaluation and Management (E/M)
- Physician Clinical Treatment Planning
- Weekly Treatment Management
- Daily Treatment Delivery
- Basic Dosimetry
- IMRT, Stereotactic Guidance, Respiratory Gating Simulations
- 3-Dimensional Simulations
- Isodose Plans
- Diode Dosimetry
- IGRT, SBRT, SRS
- Weekly Physics
- Special Medical Physics Consultations
- Brachytherapy Procedure
- ICD-10

LEARNING OBJECTIVES:
Throughout the session, we will be answering participants questions related to radiation oncology billing and coding issues, dilemmas with their local insurance carriers and Medicare, and other associated topics. The participants will have an opportunity to discuss their own clinical examples of these procedures and how they relate to their individual practices. Audience participation is encouraged and time will be devoted to each session for questions/answers.

Upon completion of this activity:
- You should recognize the vital importance of compliance with all existing rules and regulations of Medicare and other insurance carriers.
- You should relate to proper and accurate documentation of all performed procedures.
- You should be able to identify and employ effective charge capture.
- You should be able to recognize and categorize correct submission to billing.
- You should be able to apply all these skills to all procedures done in radiation oncology.
### Proposed Agenda
December 13, 14 & 15, 2017 - Caesars Palace – Las Vegas, NV

#### WEDNESDAY, DECEMBER 13, 2017

<table>
<thead>
<tr>
<th>Time</th>
<th>Session</th>
<th>Speaker(s)</th>
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<tbody>
<tr>
<td>12:00 - 1:00</td>
<td>Registration</td>
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<tr>
<td>1:00 - 1:15</td>
<td>Welcome</td>
<td>BMSi &amp; AMAC</td>
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<tr>
<td>1:15 – 2:45</td>
<td>Legislative &amp; Reimbursement Updates</td>
<td>Linda Lively &amp; James Hugh, III</td>
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<tr>
<td>2:45 – 3:30</td>
<td>Electronic Health Records</td>
<td>Dr. Carl Bogardus</td>
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<td>3:30 – 3:45</td>
<td>Break</td>
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<tr>
<td>3:45 – 4:30</td>
<td>E&amp;M Physicians</td>
<td>Dr. Carl Bogardus</td>
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<td>4:30 – 5:00</td>
<td>E&amp;M Hospitals</td>
<td>James Hugh, III</td>
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#### THURSDAY, DECEMBER 14, 2017

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<tr>
<th>Time</th>
<th>Session</th>
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<tbody>
<tr>
<td>7:00 – 8:00</td>
<td>Continental Breakfast</td>
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<tr>
<td>8:00 – 9:45</td>
<td>Special Procedures (IORT, TBI, SRS/SBRT, IGRT, Protons)</td>
<td>Dr. Carl Bogardus &amp; James Hugh, III</td>
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<tr>
<td>9:45 – 10:00</td>
<td>Break</td>
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<tr>
<td>10:00 – 10:45</td>
<td>Simulations – Hospitals &amp; Physicians, &amp; Fiducials</td>
<td>Susan Vannoni</td>
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<tr>
<td>10:45 – 12:00</td>
<td>Treatment Devices, Dosimetry, 77370, Physics</td>
<td>Scott Simmons &amp; James Hugh, III</td>
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<tr>
<td>12:00 – 1:00</td>
<td>Lunch</td>
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<tr>
<td>1:00 – 1:30</td>
<td>Physician Clinical Treatment Planning</td>
<td>Susan Vannoni</td>
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<tr>
<td>1:30 – 2:45</td>
<td>Compliance in Radiation Oncology Medicare Claims, Provider Numbers, HIPAA, Fraud Prevention</td>
<td>Scott Simmons &amp; Diane Grefski</td>
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<td>2:45 – 3:00</td>
<td>Break</td>
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<tr>
<td>3:00 – 5:00</td>
<td>Brachytherapy – Hospitals &amp; Physicians</td>
<td>Scott Simmons &amp; James Hugh, III</td>
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#### FRIDAY, DECEMBER 15, 2017

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<tr>
<th>Time</th>
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<tr>
<td>7:00 – 8:00</td>
<td>Continental Breakfast</td>
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<tr>
<td>8:00 – 9:00</td>
<td>Treatment Delivery, IMRT</td>
<td>Scott Simmons &amp; James Hugh, III</td>
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<tr>
<td>9:00 – 10:15</td>
<td>Treatment Management &amp; Progress Notes, 77470 &amp; Hospital Packaging</td>
<td>Dr. Carl Bogardus &amp; James Hugh, III</td>
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<td>10:15 – 10:30</td>
<td>Break</td>
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<td>10:30 – 11:30</td>
<td>ICD-10</td>
<td>Diane Grefski</td>
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<td>11:30 – 12:00</td>
<td>Open Forum</td>
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<td>1:00 – 3:00</td>
<td>ROCC Exam – Optional (Separate Registration Required)</td>
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1. Evaluation and Management
The course will describe the proper usage of all Evaluation and Management Codes as they relate to the professional practice of radiation oncology in today’s healthcare environment. Proper documentation will be discussed, as well as in-depth analysis of scoring of such documentation. E&M codes make up one of the most important segments of any medical record. The course will discuss the necessity of proper documentation and its value in the ongoing care of patients. ICD-10 Coding will be evaluated for Radiation Oncology’s patient population. A full discussion of the history and relativity of ICD-10 coding for Radiation Oncology will be presented. CPT and its origin will be studied in-depth with a discussion of its continuing impact on the physicians and hospitals as the ever changing rules and edits of Medicare affect the practice of medicine.

2. Physician Clinical Treatment Planning
The course will describe the proper method for documents, scoring and billing the physician clinical treatment plan from the professional and global aspect in Radiation Oncology. Proper Physician Treatment Planning and the documentation of this all-important procedure is absolutely essential in laying out the entire course of Radiation Therapy. The course will look at documentation for this procedure and how this relates to correct billing.

3. Weekly Treatment Management
The participants will be trained to bill weekly treatment management appropriately for the professional and global settings within Radiation Oncology. The essentials of correct documentation will be outlined for the participants. The rules have changed considerably relating to the appropriate billing for the Weekly Treatment Management. This will be discussed in relation to its historical perspective and how this currently impacts proper documentation in billing for an ongoing course of radiation therapy.

4. Daily Treatment Delivery
The participants will be trained to bill Daily Treatment Delivery appropriately for the hospital and freestanding center technical settings, within Radiation Oncology. The techniques and proper documentation will be outlined for the participants. Correct billing for the technical Treatment Delivery component of a course of radiation therapy is very complex due to the three levels of intensity over tiers of energy, plus the new IMRT treatment delivery codes. All of this will be discussed in great detail with emphasis on appropriate delineation of the correct code usage and documentation of the procedures.

5. Special Treatment Situations
Over the past few years, a series of new codes have been developed to cover the complex treatment modalities of stereotactic radiosurgery (SRS), stereotactic body radiation therapy (SBRT), image guided radiation therapy (IGRT), and proton therapy. Each of these procedures has new codes, new rules, and of course, restrictive edits. The proper technique of recognizing appropriateness for billing these special codes and understanding the necessary documentation and compliance steps will be covered in considerable detail.

6. Basic Dosimetry
The course will fully describe the methods for billing basic dosimetry in the professional, technical and global setting for radiation oncology. Proper documentation will be outlined for the participants. No course of radiation therapy can start without at least one basic dosimetry calculation. The participants will be instructed on the identification of this often overlooked and extremely important code in radiation oncology.

7. Simulations
The course will describe the correct method for billing conventional simulations as either simple, intermediate, or complex in the professional, technical, and global settings in radiation therapy. Proper documentation will also be discussed, as well as in-depth analysis of scoring of such documentation. The codes for simulation are frequently misinterpreted because of the complex rules
of determining the complexity or intensity of the simulation process. An in-depth analysis will be
done related to the proper use of the simulation codes, and how they interrelate to the rest of the
course of radiation therapy.

8. **3-Dimensional Simulations**
The course will describe the proper method for billing 3-D simulations in the professional, technical,
and global settings within radiation oncology. This discussion will also include documentation,
medical necessity, and the necessary components of a 3-D simulation. The rules for 3-dimensional
simulation, documentation, and billing have now been available for over 20 years. During this period
of time, the codes have evolved and the requirements for documentation have stabilized. All of the
aspects of 3-dimensional simulation will be discussed in considerable detail to clearly delineate 3-
dimensional simulation from the IMRT process.

9. **Isodose Plans**
The course will train the participants in the proper methodology of billing Isodose plans for the
professional, technical and global settings in radiation oncology. Proper documentation will be
reviewed as it pertains to Isodose planning. Isodose plans have been utilized in radiation oncology
since the very beginning of the use of CPT codes. The actual procedure of iso-dosimetry has changed
very little over the decades, the only exception being that almost all isodose plans have evolved into
complex. The attendees will be instructed in-depth as to the appropriate method of determining the
true complexity of isodose plans based upon the documentation found in the medical record.

10. **Diode Dosimetry**
The course will provide training to the participants for the proper documentation, as well as billing of
diode dosimetry in the professional, technical and global settings of Radiation Oncology. This code
is often abused and the attendees will be instructed in the correct methodology of determining the
valid use of this code for clinical applications rather than routine QA.

11. **Weekly Physics**
The course will provide the participants with adequate knowledge for billing weekly physics checks
within the technical and global settings in radiation oncology. Proper documentation guidelines will
be provided to the participants. This code is often a misinterpreted code and is occasionally confused
with the more complicated special physics consultation. A clear delineation between these codes will
be presented. The documentation for the weekly physics code is very subtle and is found in only a
few places in the medical record. The attendees will be instructed in the techniques of ensuring that
the documentation is present in the medical record before the code is billed.

12. **Special Medical Physics Consultations**
The participants will be trained to bill special medical physics Consultations appropriately for the
technical and global settings within Radiation Oncology. Proper documentation will be outlined for
the participants. This code is either overlooked or over-billed depending upon the method of charge
capture within the practice. The attendees will be instructed related to determining appropriate
documentation for this code to prevent over-billing, but at the same time to make certain that this
valuable code is always captured for appropriate reimbursement.

13. **Hospital Billing**
Hospital billing for radiation oncology is very different from physician fee-for-service billing. Billing
radiation oncology in a hospital setting not only requires a different billing form (UB04) but has
many idiosyncrasies you must follow like the Medicare 72 Hours Rule. This course will discuss such
topics as consolidation of delivery codes (i.e. Proton, SBRT, SRS, etc.), packaging of payments for
same day services, and supervision rules for rural hospital based centers. Also, reimbursement
scenarios such as HOPPS (hospital outpatient perspective payments system) and how PCR
(payment-to-cost ratio) and APC (ambulatory payment classification) influences your bottom line
will be discussed. The attendees in this course will learn what makes hospital radiation oncology
billing so unique and come away with a better understanding of what is needed to get reimbursed
adequately in this ever changing and complex hospital healthcare environment.
14. **Brachytherapy Procedures**
The participants will be trained to bill brachytherapy procedures appropriately for the technical and global settings within radiation oncology. Proper documentation will be outlined for the participants. Brachytherapy has been a procedure performed in radiation oncology since the inception of the specialty. The codes have evolved over the years and have changed very little with the exception of the addition of the HDR procedures over 20 years ago. There has been a revitalization of Brachytherapy over the past few years with the popularity of prostate seed implants, and the postoperative brachytherapy treatments for carcinoma of the intact breast. Appropriate documentation of the Brachytherapy codes will be taught, as well as the ancillary codes that are appropriate to bill with each of the specific brachytherapy procedures.

15. **Simulation and IMRT**
Since ASTRO recommended that providers not report simulation with IMRT planning, everyone has had questions. The wording from the Final Rules, current AMA publications, Local Coverage Determination (LCD) Policies and the Medicare Claims Processing Manual will be discussed and compared. The rational for simulations that might be bundled will be explained, differentiating between MPFS and OPPS, with references to the guidelines to ensure understanding. This presentation will summarize all of the CURRENT authoritative source information and provide a concise summary of when you ‘can’ report simulation procedures. It will also demonstrate a historical timeline of the authoritative verbiage of simulation and IMRT.

The course will describe the proper method for scoring and billing IMRT from the technical, professional, and global aspect of billing in radiation oncology. Proper Documentation will also be discussed fully, as well as in-depth analysis of scoring of such documentation.

IMRT is the most important advancement in radiation oncology to occur over the past 15 years. The rules for proper documentation and billing of the highly complex and interrelated codes of Radiation Therapy as they are used to document and modify a course of radiation therapy conducted by IMRT will be discussed in great detail. Appropriate flow charts and other aids will be discussed with the participants in an effort to ensure full compliance with the ever-changing and complex rules of Medicare. IMRT dosimetry is a code with its own set of highly complex and interrelated rules. The code at the present time has many CCI Edits. These will be discussed in considerable detail and the audience will be educated on the proper interpretation of CCI Edits and how they relate to the day-to-day practice of billing for this complicated code.

16. **Rules, Regulations, Fraud, Abuse….and Internal Audits**
CMS and other agencies have increased their efforts and initiative to combat various forms of medical fraud and abuse. The dollar amount recouped by these agencies for various fraud initiatives and schemes is staggering. This presentation classifies what fraud and abuse are in general terms, as it relates to healthcare, and the radiation oncology service line. This presentation will identify the various governing bodies that are responsible for enforcing programs aimed at decreasing fraud and abuse. In addition, the tactics that each of these organizations uses to expose the fraud and abuse will be discussed. It will define the weak points in radiation oncology that make it susceptible to possible fraud and abuse. After this lecture the participant should possess the knowledge to analyze various scenarios in the department and indicate the levels of risk for fraud and abuse. In an effort to minimize risk each department should have an internal audit program. Based on what these organizations are looking for, the elements and structure of an effective internal auditing program will be defined and discussed.

17. **ICD-10**
ICD-10 was released over 15 years ago but was adopted for use in reporting in the United States in October 2015. This course will provide the participants with adequate knowledge to fully understand the importance of ICD-10 and how it should be properly used to designate the correct diagnostic code for every procedure that is performed in radiation oncology. ICD-10 has increased the
complexity of our coding of procedures by a factor of 10. The participants will understand the need for the additional codes and how to properly utilize the codes to their most specific decimal.

18. **Electronic Health Records**
Electronic health records were mandated by the federal government six years ago as part of the requirements for meaningful use. Meaningful use, PQRS, MACRA, MIPS, and a host of new government acronyms have appeared over the past few years. It is extremely important for the participants to fully understand the significance of these new programs and how they will directly affect reimbursement. At the conclusion of this educational experience the participants will have gained sufficient knowledge to realize the importance of these programs and how to properly integrate and utilize each of them for compliance and reimbursement.

19. **Q&A**
The preceding general range of subjects will cover the broadest aspect of the seminar. However, each of these sections will have been further sub-divided into a myriad of related topics, procedures, codes, rules, regulations, and general historic perspective.

The goal of this seminar will be to dramatically increase the awareness of the participants in the techniques of proper charge capture, recognition of proper documentation, and a full understanding of the complex interrelationship of this extremely difficult specialty. After attending this seminar, attendees should be able to:

- Deal with their own physicians and departments in bringing the proper billing for these procedures into full compliance.
- Recognize and categorize correct submission to billing.
- Apply all these skills to all procedures done in radiation oncology.