Dear Colleague,

Because we are required to comply with a number of federal and state regulations, and are regularly subject to external audits of our compliance, all new faculty and advanced practice providers (APPs) must complete training modules in (1) medical billing compliance; (2) HIPAA; and, (3) research compliance (for those involved in human subject clinical research).

1. Medical Billing Compliance Requirement (Annual Requirement) - In order to meet this requirement, please complete the Teaching Physician Tutorial and Quiz, our online training program. This training program has 21 specialty-specific quizzes. The tutorial and quiz can be accessed through the Internet at https://transact.med.yale.edu/cms/caslogin.asp. Your User ID for this program is your Net ID and Yale email password. If you do not currently have a Net ID, please contact your Department Business Office.

   New Physicians must meet the training obligation before they can be assigned a billing number. Without this number, you will not be able to bill for services that you provide. We encourage you to complete your training once your credentialing process is initiated by Yale Medicine.

APPs (APRN, CNS, PA, LCSW, Psychologists, CRNA, Registered Dietician) are also required to complete the medical billing compliance tutorial at http://comply.yale.edu/about/app/index.aspx.

2. HIPAA Training – HIPAA Privacy and Security courses are combined to create a single integrated course that will meet our training requirements. The module can be found at: http://hipaa.yale.edu/hipaa-privacy-and-security-training. You also need to complete this training before you begin to care for patients.

3. Medical Billing Clinical Research Module – If you will be conducting or participating in human subject research as an investigator or co-investigator, the clinical research training module needs to be completed. The module can be found at http://ycci.yale.edu/comply/. In the “Clinical Research Training” box, put your cursor over “Click Here” to access the clinical research training. Open the file, click on the “Slide Show” tab, click on the “From Beginning” tab, and complete the module.

If you experience any difficulty accessing the Compliance Department web page, or have any other concerns (other than obtaining your Yale Net ID and/or email password), please contact the Compliance office at 203-785-3438.

We want to minimize the time burden imposed by these regulations, while at the same time guaranteeing that we are in compliance with federal and state law. I thank you in advance for your understanding and cooperation.

Sincerely,

Joshua A. Copel, MD
Associate Chief Medical Officer

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