



PRACTICE<sup>®</sup>  
MANAGEMENT  
INSTITUTE

# Continuing Education

for Medical Office Professionals



**NOW ENROLLING!**

**When:**

**Wednesday,  
June 2, 2010**

**Mastering E/M Coding:**

**Understanding Physician & Staff Roles**

**8:30 a.m. to 11:30 a.m.**

(Prgm# 15189-0602)

**Incident to Billing**

**1 p.m. to 4 p.m.**

(Prgm# 15190-0602)

**Where:**

Physician Training Center  
26550 John R, Madison Heights, MI 48071

**CEUs:**

3 CEUs (CMC, CMIS, CMOM)

**Fee:**

\$75 per person for MNO members.  
\$60 per person if paid by 5/2/10  
\$90 per person for non-MNO members.  
\$75 per person if paid by 5/2/10  
Includes instructional materials.

**Register:**

- Email: pmoskaitis.pmi@comcast.net
- Fax 248- 438-6928
- Phone 248- 505-1876
- Mail: Paige Moskaitis, PMI  
P.O. Box 1232  
Walled Lake, MI 48390

Questions? Call  
Debbie Rozanski at 248- 475-4782,  
drozanski@mednetone.net,  
or Paige at 248-505-1876,  
pmoskaitis.pmi@comcast.net

**100% Satisfaction Guaranteed  
for details visit [www.pmiMD.com](http://www.pmiMD.com).**

## Mastering E/M Coding: Understanding Physician & Staff Roles

Are you confident that the E/M codes that your physician gives you are correct? Improper code selection and poor documentation continues to be huge problem area. Far too many practices under-document, leaving the practice wide open to significant financial risk. This course will teach you how to substantiate, support, and verify codes to ensure accuracy. This is an intermediate-level coding course. Bring current CPT & ICD-9-CM Vols. I & II to class. Bonus E/M coding grids will be supplied.

**Course Overview:**

- Participants will gain a thorough understanding of the E/M code selection process.
- Receive a comprehensive explanation of documentation guidelines and the guiding principles of accurate, adequate and clinically useful information.
- Learn how to implement a consistent, ongoing internal self-audit program that will help staff proactively identify and correct potential problems.
- and more

## Incident to Billing for the Medical Practice

Billing and coding managers and staff, and anyone who wishes to have a better understanding of incident to billing procedures should plan to attend this program.

**Course Overview**

- Explanation of "incidental" patient care
- Why billing for these services falls out of the norm
- What are non-physician practitioners
- In what circumstances are NPPs relevant to "incident to"
- Knowing how to bill for direct vs. indirect supervision
- Understanding the difference in types of non-physician practitioners
- Protocol differences for nurse practitioners and physician assistants
- and more

## Registration Form

Keep a copy  
for your records.

Check the boxes above for the program(s) you wish to attend. List additional registrants on duplicate forms. Confirmation will be emailed once your registration has been posted in our system.

First Name: \_\_\_\_\_ Last Name: \_\_\_\_\_

Practice Name: \_\_\_\_\_

Job Title: \_\_\_\_\_ Specialty: \_\_\_\_\_

Mailing Address: \_\_\_\_\_

City/State/Zip: \_\_\_\_\_

Phone: ( ) \_\_\_\_\_ Fax: ( ) \_\_\_\_\_

Alternate Phone Number for After Hours Contact: \_\_\_\_\_

E-mail address: \_\_\_\_\_

Check form of payment:  Visa  MasterCard  American Express  Check (payable to Medical Network One)

For charges, call Paige at 248-505-1876

Total Amount: \_\_\_\_\_

**Cancellation Policy:** A credit voucher will be issued if cancellation is received at least 48 hours prior to program. For refunds, a \$20 processing fee will be deducted for cancellations received in writing at least 1 week prior to the program start date; 50% refund if less than 1 week. Refunds cannot be processed for no shows.

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