

ASHRM APPLICATIONS MODULE - RESOURCE



HRM MODULE 2: APPLICATIONS IN HRM

Resources

EMERGENCY PREPAREDNESS

1. *Emergency Evacuation Planning Guide for People with Disabilities*. National Fire Protection Association, March 2007. Found at: www.nfpa.org/~media/Files/forms/evacuationguide.ashx
2. ASHRM Advisories on Disaster Preparedness Series, Parts 1-3 (2005): Preliminary After-Action Report: A Community in Crisis, Disaster relief: Providing Emergency Aid and Assistance, Disaster Recovery: Rebuilding in the Aftermath.
3. Susan Okie MD. *Dr. Pou and the Hurricane – Implications for Patient Care during Disasters*. Perspective—New England Journal of Medicine, January 3, 2008.
4. Texas A&M (Specialty: EMS and state and local officials)
Texas Engineering Extension Service
Texas A&M University System
301 Tarrow, College Station, TX 77840-7896
Phone: 979-458-6800
5. Nevada Test Site (Specialty: Radiation/ Nuclear)
U.S. Department of Energy
National Nuclear Security Administration
Nevada Site Office P.O. Box 98518
Las Vegas, NV 89193-8518
Phone: 702-295-3521
6. Center for Domestic Preparedness (Specialty: Chemical)
Center for Domestic Preparedness
P.O. Box 5100, Anniston, AL 36205-5100
7. New Mexico Tech (Specialty: Explosives)
EMRTC
New Mexico Tech
1001 South Road, Socorro, NM 87801
8. CDC Emergency Preparedness and Response: Mass Casualty Information for Health Professionals: <http://www.bt.cdc.gov/masscasualties/essentialspro.asp>
9. Disaster Assistance-- The Community Resources list is unique, with services such as "Locate In-Module II Version: Spring 2014

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Person Services Near You” – how to find local resources, quick links to state and local agencies

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and offices, the “Emergency Watershed Protection Program,” and “Community Development Resources” for rural communities. Accessible at: www.disasterassistance.gov/disaster-information/community-resources

10. Missouri Hospital Association – Preparedness and Partnerships: Lessons Learned from the Missouri Disasters of 2011 – A Focus on Joplin. Accessible at: http://web.mhanet.com/uploads/media/2012_Lessons_Learned.pdf
11. The National Counterterrorism Center - Provides information on known terrorist groups, individual terrorists, and technical information on topics such as biological and chemical threats. Accessible at: www.nctc.gov
12. HHS, Disclosures for Emergency Preparedness - A Decision Tool, <http://www.hhs.gov/ocr/privacy/hipaa/understanding/special/emergency/decisiontool.html>

PANDEMIC PREPAREDNESS

1. American Health Lawyers Association, U.S. Centers for Disease Control and Prevention, Office of Inspector General of the U.S. Department of Health and Human Services. *Community Pan - Flu Preparedness: A Checklist of Key Legal Issues for Healthcare Providers*. 2008. Found at: www.healthlawyers.org/panfluchecklist
2. Department of Health and Human Services: Flu.gov Planning and Preparedness. This site offers resources for Business Planning for protection of health and safety of employees and the local community; Community Planning, School Planning, Transportation Planning for response to a pandemic situation; State & Local Government plans and response activity, and Federal Government plans and response activity. There is also a Health Professionals section with multiple CDC links, as well as guidance, checklists and information for healthcare organizations in planning and responding to a pandemic flu outbreak. Accessible at: www.flu.gov/planning-preparedness
3. Centers for Disease Control and Prevention: <http://www.cdc.gov>
4. CDC Seasonal Influenza: CDC Influenza Mobile Application for Clinicians and Health Care Professionals. Information to download here: <http://www.cdc.gov/flu/apps/cdc-influenza-hcp.html>
Information for Health Professionals here: <http://www.cdc.gov/flu/professionals/index.htm>
5. World Health Organization Pandemic Preparedness. Accessible at: <http://www.who.int/influenza/preparedness/pandemic/en/>
Additional Resource – Pandemic Influenza Risk Management – WHO Interim Guidance June 2013. Accessible at:

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http://www.who.int/influenza/preparedness/pandemic/influenza_risk_management/en/index.html

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WHO checklist for influenza pandemic preparedness planning. Accessible at:
<http://www.who.int/influenza/resources/documents/FluCheck6web.pdf>

PHYSICIAN ISSUES

1. *Attorney General Announces Agreement with Cigna Creating a New National Model for Doctor Ranking Programs*. Office of the New York Attorney General Andrew M. Cuomo. October 29, 2007. Found at: <http://www.ismanet.org/pdf/CignaAnnouncement10-07.pdf>
2. "National Practitioner Data Bank for Adverse Information on Physicians and Other Health Care Practitioners: Reporting on Adverse and Negative Actions; Final Rule," Fed Register, Vol. 75, No. 18, 4656-4682 January 28, 2010. Retrieved September 1, 2013 from:
<http://docs.regulations.justia.com/entries/2010-01-28/2010-1514.pdf>

RESTRAINT USE

1. *Memo: Clarification of Terms Used in the Definition of Physical Restraints as Applied to the Requirements for Long Term Care Facilities*. From: Director, Survey and Certification Group. Center for Medicaid and State Operations / Survey and Certification Group, June 22, 2007.
<http://www.cms.gov/Medicare/Provider-Enrollment-and-Certification/SurveyCertificationGenInfo/downloads/SCLetter07-22.pdf>.
2. *Reducing the Use of Seclusion and Restraints in Psychiatric Facilities*, CMS YouTube video, viewed September 1, 2013: http://www.youtube.com/watch?v=fDP_TrG_oHQ

NON-ACUTE CARE SETTINGS

1. *Psychiatric Advance Directives: An Overview*, April 17, 2012.
http://www.nami.org/Template.cfm?Section=Issue_Spotlights&template=/ContentManagement/ContentDisplay.cfm&ContentID=137779
2. Reed Abelson. *A Chance to Pick Hospice, and Still Hope to Live*. New York Times February 10, 2007. Retrieved September 1, 2013:
http://www.nytimes.com/2007/02/10/business/10hospice.html?pagewanted=all&_r=0

COMPLIANCE/REGULATORY/LAWS

1. Recent United States Supreme Court Rulings in Arbitration and Employment Matters (August 2013). Accessed September 1, 2013 at: <http://www.metrocorp counsel.com/Articles/24966/Us-Supremen-Court-Rulings-Arbitration-And-Employment-Matters>
2. Federal Register Vol. 78, No. 17, January 25, 2013: 45 CFR Parts 160 and 164. **Modifications to the HIPAA Privacy, Security, Enforcement, and Breach Notification Rules** Under the Health Information Technology for Economic and Clinical Health Act and the Genetic Information Nondiscrimination Act; Other Modifications to the HIPAA Rules; Final Rule. Accessed September

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2, 2013 at: <http://www.gpo.gov/fdsys/pkg/FR-2013-01-25/pdf/2013-01073.pdf>

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3. Federal Register Vol. 78, No. 66, April 5, 2013: 45 CFR Parts 60 and 61. **National Practitioner Data Bank; Final Rule.** Accessed September 2, 2013 at: <http://www.gpo.gov/fdsys/pkg/FR-2013-04-05/pdf/2013-07521.pdf>
4. F.A. Rozovsky. "Why the Visitation Rule Raises More Questions than It Answers." *Health Compliance Newsletter*, Vol. 14, No. 1, January 18, 2011.
5. Centers for Medicare and Medicaid Services: Shared Savings Program. Accessible at: <http://www.cms.gov/Medicare/Medicare-Fee-for-Service-Payment/sharedsavingsprogram/index.html?redirect=/sharedsavingsprogram/>

Federal Register Vol. 76, No. 212, November 2, 2011: 45 CFR Part 425.

Medicare Program; Medicare Shared Savings Program: Accountable Care Organizations; Final Rule. Accessible at: <http://www.gpo.gov/fdsys/pkg/FR-2011-11-02/pdf/2011-27461.pdf>
6. Medicare Program; Waiver Designs in Connection with the Medicare Shared Savings Program and the Innovation Center, CMS, OIG, and HHS, Notice with commentary period March 31, 2011. Accessed at: http://www.ofr.gov/OFRUpload/OFRData/2011-07884_PI.pdf
7. FTC, DOJ Seek Public Comment on Proposed Statement of Antitrust Enforcement Policy Regarding Accountable Care Organizations Provides for Antitrust "Safety Zone" and Expedited Antitrust Review, March 31, 2011. Accessed at: <http://www.ftc.gov/opa/2011/03/aco.shtm>.
8. IRS, NOTICE 2011-20, ACOs and Tax-Exempt Health Care Organization, March 31, 2011. <http://www.irs.gov/pub/irs-drop/n-11-20.pdf>.
9. L.E. Wiedemann, AHIMA. "Homeland Security Act, Patriot Act, Freedom of Information Act, and HIM." (Updated November 2010).
10. Memo to the States, "Hospital Patients' Rights to Delegate Decisions to Representatives," CMS Interpretive Guideline, September 7, 2011.
11. Patient Visitation Rule – In CMS State Operations Manual Appendix A – Survey Protocol, Regulations and Interpretive Guidelines for Hospitals, Rev. 84, 06-07-13. Accessible at: http://cms.gov/Regulations-and-Guidance/Guidance/Manuals/downloads/som107ap_a_hospitals.pdf

Appendix W – Critical Access Hospitals. Accessible at: http://cms.gov/Regulations-and-Guidance/Guidance/Manuals/downloads/som107ap_w_cah.pdf
12. CMS "Guidance for State Survey Agencies Responding to Requests for Survey Documents." Accessible at:

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https://www.cms.gov/Surveycertificationgeninfo/downloads/SCLetter11_39.pdf

13. CMS "Telemedicine Services in Hospitals and Critical Access Hospitals," Interpretive Guideline,

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July 15, 2011. Accessible at:

https://www.cms.gov/Surveycertificationgeninfo/downloads/SCLetter11_32.pdf

14. CMS "Reporting Reasonable Suspicion of a Crime in a Long-Term Care Facility," June 17, 2011 (and revised January 20, 2012). Accessible at:
http://www.cms.gov/Medicare/Provider-Enrollment-and-Certification/SurveyCertificationGenInfo/downloads/scletter11_30.pdf
15. *TEB and EOCA Partner in Qualified 501(c)(3) Bonds Compliance Project. CMS Manual System: Publication 100-02 Medicare Benefit Policy, Transmittal 66.* Department of Health and Human Services, February 23, 2007.
16. *Good Governance Practices for 501(c)(3) Organizations.* Internal Revenue Service. Accessible at:
http://www.irs.gov/pub/irs-tege/governance_practices.pdf
17. *American Hospital Association Executive Summary: Hospital Compliance Project Interim Report.* Accessible at: <http://www.aha.org/content/00-10/070719-IRSReport.pdf>
18. *CMS Hospital Surveys: The Legal Perspective.* Regulation, Accreditation, and Payment Practice Group, American Health Lawyers Association.
19. *IRS Announces Compliance Check Questionnaire on Tax-Exempt Bond Financings.* AHLA, Health Lawyers Weekly, August 24, 2007.
20. *Stark Phase III: Is The Third Time The Charm?* Also includes summary table. AHLA, Health Lawyers Weekly, September 7, 2007. Accessible at:
<http://www.jonesday.com/files/Publication/da87b7f9-73bb-4edc-ac8f-ba77a20d6b72/Presentation/PublicationAttachment/aac32cdc-b211-4685-9245-e873f2a78013/HLW%20Stark%20Phase%20III.pdf>
21. *Guidance on Written IRB Procedures.* Health and Human Services, January 15, 2007.
22. *Guidance on Reviewing and Reporting Unanticipated Problems Involving Risks to Subjects or Others and Adverse Events.* Office of Human Research Protections, Department of Health and Human Services, January 15, 2007.
23. Fay Rozovsky. *Court Refuses to Overturn Award to Doctor, Finds No HCQIA Immunity for Iowa Hospital.*
24. Mark Peters Waller Lansden Dortch and Davis, LLP. *Miracle Drug or Overdose? The EEOC's New Treatment of Healthcare Workers and the Americans with Disabilities Act.* AHLA Articles and Analysis.
25. Organ Transplant Programs: Federal Agencies Have Acted to Improve Oversight, but

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Implementation Issues Remain. GAO-08-412, April 29, 2008. Found at:

<http://www.gao.gov/products/GAO-08-412>

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26. "National Practitioner Data Bank for Adverse Information on Physicians and Other Health Care Practitioners: Reporting on Adverse and Negative Actions; Final Rule," Fed Register, Vol. 75, No. 18, 4656-4682 January 28, 2010.
27. Patient Protection and Affordable Care Act." Signed into law, Mar 23, 2010 as Public Law No: 111-148.
28. Health Care and Education Affordability Reconciliation Act of 2010. Signed into law March 30, 2010 as Public Law 111-152.

PATIENT SAFETY AND QUALITY

1. Agency for Healthcare Research and Quality Patient Safety Network: Patient Safety Primers. Accessible at: <http://psnet.ahrq.gov/primerHome.aspx>
2. *New report ties Parkland leadership failures to ongoing patient harm, including wrong-site surgery and medication errors*, August 8, 2012.
<http://watchdogblog.dallasnews.com/2012/08/new-report-ties-parkland-leadership-failures-to-ongoing-patient-harm-including-wrong-site-surgery-and-medication-errors.html>
3. Ariane Callender, Douglas Hastings, Michael Hemsley, Lewis Morris, and Michal Peregrine. *Corporate Responsibility and Health Care Quality*. American Health Lawyers Association Annual Meeting, June 27, 2007.
4. News Release: *The Joint Commission Clarifies Accreditation Participation Requirement to Include Physicians that Report Quality, Safety Concerns*. The Joint Commission, September 5, 2007.
5. The Joint Commission 2013 National Patient Safety Goals. Found at: http://www.jointcommission.org/hap_2013_npsg/
6. *Frequently Asked Questions about the Standards Improvement Initiative*. The Joint Commission.
7. *Executive Summary: Improving America's Hospitals – A Report on Quality and Safety*. The Joint Commission, 2007.
8. *Joint Commission Formalizes Requirement for Physicians to Report Quality and Safety Concerns*. ECRI Institute HRC Public Alerts, September 12, 2007.
9. *Improving Patient Safety Through Informed Consent for Patients with Limited Health Literacy*. National Quality Forum, 2005.
10. Laurie Barclay, MD and Desiree Lie, MD, MEd. *New Guidelines Issued for Family Support in Patient-Centered ICU*. Medscape, February 6, 2007 through February 6, 2008.
11. Vida Foubister. *Issue of the Month: Health Literacy – A Quality and Patient Safety Imperative*.
12. *Picture Boards Help Bridge Language Gap in Health Emergencies*. USA Today, September 8, 2007.

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13. Department of Health and Human Services Office for Civil Rights: *Effective Communication in Hospitals Initiative*. Accessed September 1, 2013 at: <http://www.hhs.gov/ocr/civilrights/resources/specialtopics/hospitalcommunication/hecbackground.html>
14. American Medical Interpreters Translation Association *Code of Ethics for Medical Interpreters and Translators*. Accessible at: <http://www.tradulex.com/Regles/ethAMITAS.htm>
15. *Addressing Cultural and Linguistic Competence in the HCH Setting: A Brief Guide*. National Health Care for the Homeless Council. *Includes links to multiple websites that provide information on cultural competency and interpreter training, ethnic community profiles, books, articles, videos, newsletters, Spanish language patient education materials, models of organizational competence, and information about current research projects and federal initiatives. Accessed September 2, 2013 at: <http://www.nhchc.org/wp-content/uploads/2011/10/CulturalCompetence0406.pdf>

ASSORTED ISSUES

1. 2013 PHS Guideline for Reducing Transmission of Human Immunodeficiency Virus (HIV), Hepatitis B Virus (HBV), And Hepatitis C Virus (HCV) Through Solid Organ Transplantation. Released June 19, 2013 and accessible at: <http://www.publichealthreports.org/issueopen.cfm?articleID=2975>
2. MMSEA 111 User Guide - Liability Insurance (including Self-Insurance), No-Fault Insurance and Workers' Compensation User Guide, July 12, 2012, Version 3.4. Accessible at: <https://www.cms.gov/Medicare/Coordination-of-Benefits/MandatoryInsRep/Downloads/NGHPUserGuideVer34Ch4TechnicalInformation.pdf>
3. David A. Bjork, PhD. *Clarifying Expectations: A First Step in Developing Truly Effective Relationships Between CEOs and Trustees*. Center for Healthcare Governance, 2007.
4. *Letter: response to Senator Grassley's request for comments on discussion draft on tax - exempt hospitals*. To: Senator Charles Grassley. From: American Hospital Association, September 6, 2007.
5. *Leadership in Healthcare Organizations: A Guide to Joint Commission Leadership Standards. A Governance Institute White Paper, Winter, 2009*. Accessible at: http://www.jointcommission.org/assets/1/18/WP_leadership_standards.pdf
6. Yara Youdelman and Jane Perkins. *Providing Language Services in Small Health Care Provider Settings: Examples from the Field*. The Commonwealth Fund, publication No. 810, April 2005.

NEW ASHRM RESOURCES (WWW.ASHRM.ORG)

1. ASHRM Pearls for Enterprise Risk Management I & II
2. ASHRM Risk Management Pearls for Obstetrics Part I and Part II

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3. Risk Management Handbook for Healthcare Organizations

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4. AHLA/ASHRM Enterprise Risk Management Handbook for Healthcare Entities – 2nd Edition
5. A Guide to Starting a Healthcare ERM Program