

CPHRM Prep Course

Course Description



The Certified Professional in Health Care Risk Management (CPRHM) Exam Preparation Course is designed to provide the student with information related to the CPHRM exam, assisting in preparation for taking the test and becoming a Certified Professional in Health Care Risk Management. The exam content includes health care operations, clinical/patient safety, risk financing, claims/litigation and legal and regulatory, based on ASHRM's job analysis survey done every three to five years. This course is not meant to be an all-encompassing source of information for the exam.

<p>Call Dates & Times (Central Time):</p> <ul style="list-style-type: none"> ■ Registration Closed: October 19th ■ Module 0 Pre-Work Due: November 2 ■ Module 1A Call: November 2 @ 12pm - 1:45pm ■ Module 1B Call: November 4 @ 12pm - 1:45pm ■ Module 2A Call: November 9 @ 12pm - 1:45pm ■ Module 2B Call: November 11 @ 12pm - 1:45pm ■ Module 3 Call: November 18 @ 12pm - 1:45pm 	<p>Discussion Boards:</p> <ul style="list-style-type: none"> ■ Initial Posts due on Fridays @ Midnight ■ Reply Posts due on Sundays @ Midnight <p>Knowledge Check Assessments:</p> <ul style="list-style-type: none"> ■ Due on Sundays @ Midnight <p>Practice Activities:</p> <ul style="list-style-type: none"> ■ Due on Sundays @ Midnight
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Module 0: Course Pre-Work

Opens October 19, 2021

What you will need to do prior to the course

Assignments & Due Dates		
Title	Due Date(s)	Time on Task (+/-)
Pre-Course Work Pt. 1 <ul style="list-style-type: none"> ■ Course How-Tos ■ Course Introductions ■ Meet your Faculty ■ Exam Overview ■ Operations Pre-Test ■ Patient Safety Pre-Test ■ Discussion Board Posts 	11/2	50 Minutes
Total Module Timing: +/- .85 Hours		

Module 1: Operations & Patient Safety

Begins November 1, 2021

Module 1A Description

Module 1A - Operations:

This module is a review of health care risk management operations from an enterprise risk management perspective, utilizing a five-step management decision-making model. Health care operations involve administrative, financial, legal, regulatory, clinical, and quality improvement activities of an organization that are necessary to run its business and to support the core functions of treatment and payment. An effective enterprise risk management program is crucial to healthcare operations and it incorporates several building blocks, including key structural elements, sufficient scope to identify and manage risk holistically by considering all risk across the organization, appropriate risk strategies, and written policies and procedures. After completing this module, the learner will take away a better understanding of the components needed in building a comprehensive enterprise risk management program.

Note:

This one week module covers two risk management domains: operations and patient safety. Please keep in mind there will be two live calls during this week. See the content below for more information to help you in your planning for this week.

Module 1A: Operations

Assignments & Due Dates

Title	Due Date(s)	Time on Task (+/-)
Pre-Call Assignments Topic: ■ Suggested Readings* <small>* Indicates content that is not mandatory</small>	11/2	N/A
Live Call Resources: ■ PowerPoint Slides ■ Call Recording	11/2	105 Minutes
Initial Discussion Board Posts ■ Operations	11/5	15-20 Minutes
Knowledge Check Assessments Topics: ■ Operations Post-Test	11/7	10 Minutes
Discussion Board Replies ■ Operations	11/7	10-15 Minutes

Total Module Timing:

+/- 2.4 Hours

Module 1: Operations & Patient Safety

Begins November 1, 2021

Module 1B Description

Module 1B - Patient Safety:

This module is a review of health care risk management operations from an enterprise risk management perspective, utilizing a five-step management decision-making model. Health care operations involve administrative, financial, legal, regulatory, clinical, and quality improvement activities of an organization that are necessary to run its business and to support the core functions of treatment and payment. An effective enterprise risk management program is crucial to healthcare operations and it incorporates several building blocks, including key structural elements, sufficient scope to identify and manage risk holistically by considering all risk across the organization, appropriate risk strategies, and written policies and procedures. After completing this module, the learner will take away a better understanding of the components needed in building a comprehensive enterprise risk management program.

Note:

This one week module covers two risk management domains: operations and patient safety. Please keep in mind there will be two live calls during this week. See the content below for more information to help you in your planning for this week.

Module 1B: Patient Safety

Assignments & Due Dates

Title	Due Date(s)	Time on Task (+/-)
Pre-Call Assignments Topic: <ul style="list-style-type: none"> ■ Suggested Readings* * Indicates content that is not mandatory	11/2	N/A
Live Call Resources: <ul style="list-style-type: none"> ■ PowerPoint Slides ■ Call Recording 	11/4	105 Minutes
Initial Discussion Board Post <ul style="list-style-type: none"> ■ Patient Safety 	11/5	15-20 Minutes
Knowledge Check Assessments Topics: <ul style="list-style-type: none"> ■ Patient Safety Post-Test ■ Risk Financing Pre-Test ■ Claims Management Pre-Test 	11/7	30 Minutes
Discussion Board Replies <ul style="list-style-type: none"> ■ Patient Safety 	11/7	10-15 Minutes
Total Module Timing: +/- 2.75 Hours		

Module 2: Risk Financing & Claims Management

Begins November 8, 2021

Module 2A Description

Module 2A - Risk Financing:

This module is a review of risk financing and claims management in a healthcare organization. It will explore the elements of a robust risk finance program including retention and transfer of risks. Management of a broad comprehensive insurance program including activities such as insurance purchasing and coordination, captive management, administering self-insured coverage, and managing or coordinating the management of claims for all lines of insurance. Also, the role of contracts in the insurance transfer process and legal contract essentials will be examined. Implementation of a claims management program to assist in the mitigation of negative consequences and reduce financial loss to the organization will also be discussed. After completing this module, the learner will take away a better understanding of components needed in building comprehensive enterprise risk financing and claims management programs.

Note:

This one week module covers two risk management domains: risk financing and claims management. Please keep in mind there will be two live calls during this week. See the content below for more information to help you in your planning for this week.

Module 2A: Risk Financing

Assignments & Due Dates

Title	Due Date(s)	Time on Task (+/-)
Pre-Call Assignments Topic: <ul style="list-style-type: none"> ■ Suggested Readings* * Indicates content that is not mandatory	11/9	N/A
Live Call Resources: <ul style="list-style-type: none"> ■ PowerPoint Slides ■ Call Recording 	11/9	105 Minutes
Risk Financing Scenario <ul style="list-style-type: none"> ■ Submit Response 	11/12	30 Minutes
Initial Discussion Board Post <ul style="list-style-type: none"> ■ Risk Financing 	11/12	15-20 Minutes
Knowledge Check Assessments Topics: <ul style="list-style-type: none"> ■ Risk Financing Post-Test 	11/12	10 Minutes
Discussion Board Replies <ul style="list-style-type: none"> ■ Risk Financing 	11/14	10-15 Minutes
Total Module Timing: +/- 2.9 Hours		

Module 2: Risk Financing & Claims Management

Begins November 8, 2021

Module 2B Description		
<p>Module 2B - Claims Management:</p> <p>This module is a review of risk financing and claims management in a healthcare organization. It will explore the elements of a robust risk finance program including retention and transfer of risks. Management of a broad comprehensive insurance program including activities such as insurance purchasing and coordination, captive management, administering self-insured coverage, and managing or coordinating the management of claims for all lines of insurance. Also, the role of contracts in the insurance transfer process and legal contract essentials will be examined. Implementation of a claims management program to assist in the mitigation of negative consequences and reduce financial loss to the organization will also be discussed. After completing this module, the learner will take away a better understanding of components needed in building comprehensive enterprise risk financing and claims management programs.</p> <p>Note:</p> <p>This one week module covers two risk management domains: risk financing and claims management. Please keep in mind there will be two live calls during this week. See the content below for more information to help you in your planning for this week.</p>		
Module 2B: Claims Management		
Assignments & Due Dates		
Title	Due Date(s)	Time on Task (+/-)
Pre-Call Assignments Topic: <ul style="list-style-type: none"> ■ Suggested Readings* <small>* Indicates content that is not mandatory</small>	11/9	N/A
Live Call Resources: <ul style="list-style-type: none"> ■ PowerPoint Slides ■ Call Recording 	11/11	105 Minutes
Claims Management Activity	11/12	15 Minutes
Initial Discussion Board Post <ul style="list-style-type: none"> ■ Claims Management 	11/12	15-20 Minutes
Initial Discussion Board Post <ul style="list-style-type: none"> ■ Claims Management Post-Test ■ Legal & Regulatory Pre-Test 	11/14	20 Minutes
Discussion Board Replies <ul style="list-style-type: none"> ■ Claims Management 	11/14	10-15 Minutes
Total Module Timing: +/- 2.85 Hours		

Module 3: Legal & Regulatory

Begins November 15, 2021

Module 3 Description

Module 3 - Legal & Regulatory:

The risk professional plays a significant role in an organization's legal and regulatory domain. They ensure compliance with federal, state, and local regulatory agencies, which often establishes mandatory rules and regulations for the industry. Risk professionals need to be knowledgeable of accreditation standards and regulatory requirements. The risk professional also provides awareness through investigation and resolution of patient complaints or grievances, policy development, guidance, and education. Risk management reporting data are rich and can be utilized to ensure timely reporting and monitoring of device issues and regulatory inquiries. The function of risk management interactions needs to be viewed as a collaborative partnership. This section is designed to give a broad overview of key regulations, ethical considerations, and legal principles important for the risk professional to understand.

Out of 100 questions, that means that there will be 20 questions related to legal and regulatory that count towards your final score. The number of questions is actually based on the most recent job task analysis, which defines the task, the knowledge, and the skillset most pertinent to a risk manager's role.

(Adapted from CPHRM Exam Preparation Guide, p. 81)

Assignments & Due Dates

Title	Due Date(s)	Time on Task (+/-)
Pre-Call Assignments Topic: ■ Suggested Readings* * Indicates content that is not mandatory	11/18	N/A
Live Call Resources: ■ PowerPoint Slides ■ Call Recording	11/18	105 Minutes
Initial Discussion Board Post	11/19	15-20 Minutes
Legal & Regulatory Practice Activities	11/21	20 Minutes
Discussion Board Replies	11/21	10-15 Minutes
Knowledge Check Assessments Topics: ■ Legal & Regulatory Post-Test	11/21	10 Minutes

Total Module Timing:

+/- 2.75 Hours