

American Health Care Professionals Newsletter



FACEBOOK IS HERE!!!

We are now launching out and broadening our marketing and networking borders with this new and exciting source.

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You may ask, what is facebook???

According to wikipedia.org: Facebook is a free-access social networking website that is operated and privately owned by Facebook

If you already have a facebook page we would love to have you as our "friend" and in the event that you have not yet jumped on board to this new way of networking we are inviting you to create one and friend us so you too can stay linked in with what is going on her at AHCP.

If you need assistance setting one up you are more than free to contact Jocelyne who will more than willing to help you set one up.

Not only is this a good tool to stay connected with AHCP but it's also a fun and exciting way to reunite with family and friends who maybe you may not have seen or talked to in awhile.

You too can be apart of this new and exciting revolution!!

To sign up you can go to www.facebook.com

The Vision and Mission of American Health Care Professionals (AHCP):

AMERICAN HEALTH CARE PROFESSIONALS WAS ESTABLISHED WITH ONE GOAL IN MIND: *TO PROVIDE COMPASSIONATE, HIGH- QUALITY, SAFE, AFFORDABLE HOME HEALTH CARE TO THOSE IN NEED.*

Quality Improvement Issues



Mary Kay and Kei

Hi Everyone!
We hope you are enjoying the glorious beginnings of fall - colors and cool weather.

1 When more than one clinician is in the house over 30 days there must be a WRITTEN Case Conference report. ALSO, if one of the

disciplines is an aide the primary clinician MUST do a supervisory visit every 14 days and record it on the visit note with the name of the aide.

2 There are still a few of you not turning in paper work promptly. This delays everything and makes it difficult for

us in the office to support you. Please, you know who you are!! Thanks

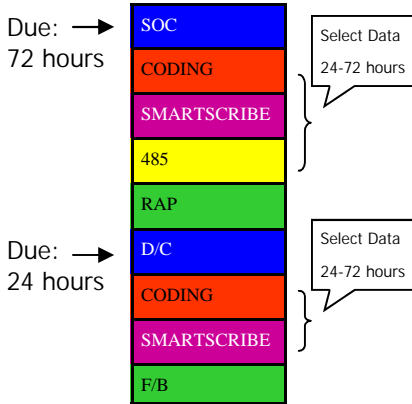
3 Always needed at D/C a 2-day Medicare form (pink form) dated AT LEAST 2 days prior to D/C.

Thank you so much for your hard work !!

Billing, Payroll, OASIS & Select Data Issues: Beatriz Arroyave & Jocelyne Spellman

Oasis Time Line

Provided below is a time line to help you understand time sensitivity with submitting documentation.



Submit SOC	72 hours
CODING	24-72 hours
SmartScribe (corrections on MOO'S)	24-72 hours
Generate 485	24-48 hours
RAP (Medicare will provide half the funds)	6-11 days
<i>Start to finish must be within 30 days</i>	
Submit D/C	48 hours
CODING	24-72 hours
SmartScribe (corrections on MOO'S)	24-72 hours
FINAL BILLING	5-7 days

From RAP to Final billing must be within 60 days

If we **DO NOT** bill within 60 days Medicare will cancel the RAP, delaying or cancelling payments. This can take anywhere from 7-17 days for each process if the SOC and D/C are submitted within the 48-72 hour window. We thank all of you who have worked so hard with adapting this time frame and if you have not yet been doing so I want to encourage you to start implementing it immediately.

“ Let It Go ”

By Susan Sullivan

*“Cast your burden on the LORD, and He shall sustain you; He shall never permit the righteous to be moved.”
Psalms 55:22 (NKJV)*

I recently read a story about a young boy caught playing with an extremely valuable and beautiful vase. He had put his hand in it and couldn't get it out. All efforts to help him were in vain. It seemed that breaking the vase was the only answer, but before taking such a drastic step,

the dad told him, “Son, try one more time. Open your hand and hold your fingers out straight as out as you see me doing and then pull.” To everyone's surprise, the youngster said, “Oh no, Dad. I can't hold my fingers out like that, because if I did, I'd lose my penny!”

We smile and think it cute that the youngster didn't realize the value of the vase in comparison to the penny, but are we sometimes just like that young boy? Do we hold on to the petty, worthless pennies in our lives when total and complete victory is so readily available? The abundant

Schedules & In-Services Reminders

Tja Fort



Attention all field staff:

Once again, just a reminder to be consistent in turning in your schedules EVERY Friday.

As you all know each year you are required to complete 12 hours of in-services. It is your responsibility to be sure that

you are compliant with completing the 12 hours of in-services based on your date of hire. If you are unsure of how many hours you've completed thus far you can contact me at the office.



“Let It Go”

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life Jesus offers us is so much more valuable than the things that we sometimes hold so tightly and won't let it go. When we clench our fist and hold it tight, it is uncomfortable, tight, tense and unable to move freely. Our hand can't do what it was designed to do, when it is closed tightly. It is unable to give or receive. Are we walking around with our spiritual fists tightly

clenched, hanging on to feelings of grief, bitterness, jealousy or pride? Do our closed fists keep us from receiving all that God has for us? Are these same feelings preventing us from giving of ourselves to others and their needs? When we hang onto things that should be released, we hurt. We become locked in pain and feel spiritually paralyzed. When we open ourselves and release the

pain, hurt, bitterness and pride, Jesus will give us fullness of joy and the peace that passeth all understanding.



UPCOMING MEETINGS AND EVENTS

Please mark these dates on your calendar :

Morning Prayer: Every Morning (all AHCP staff invited).



Innovative Team: Headed by Kekelwa Nyaywa

Meeting November 5, 2009
12-1pm * Lunch will be provided

Staff Meeting: Every Wednesday at 11am-12noon.

FREE Flu Shots are be given at AHCP in the Vienna office for all clinicians. Please contact office to arrange for your shot.



Innovation Team Update

Kei Dall

Employee Communications Survey

The Innovations Team met on Thursday, October 1, 2009 to review responses to the Employee Communication Survey sent out with last . However, we are waiting to hear from those who have not sent in their responses. The deadline has

been extended to Friday October 9, 2009. Please send in your responses as soon as possible. The objective of the survey is to improve communication within the agency between field & office staff, and most importantly ensure provision of high quality care for our clients in a timely fashion. Efficient communication is criti-

cal to that process. Your input is invaluable. Get involved and be part of the action. We are sending out the survey by email to those who have not yet responded. Thank you to all those who submitted their responses. We hope to hear from the rest ASAP.



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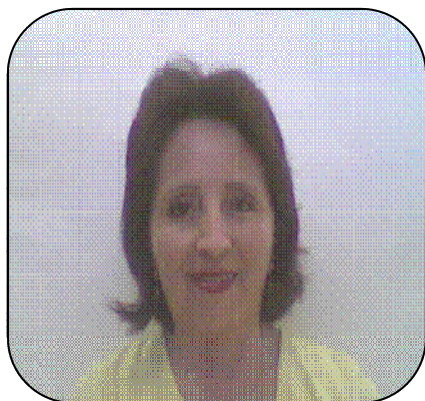
American Health Care Professionals (AHCP), a division of the American Health Home Care Group, Inc., was established in 1995 in the State of Virginia. AHCP is one of the leading providers of comprehensive home health care services in the Northern Virginia area. AHCP participates in Medicare / Medicaid, commercial insurance, private pay, and personal care waiver.

AHCP is a single source for skilled nursing, physical, occupational, speech and social work, disease management education, help with daily living activities, as well as other therapies and services.

A CHRISTIAN COMPANY OPERATING UNDER CHRISTIAN PRINCIPLES.

For further information, please contact Clishia Taylor RN, MBA - Administrator ext. 204

EMPLOYEE OF THE MONTH (October 2009)



American Health Care Professionals would like to recognize
Daysi Morales, PCA

for being voted as Employee of the Month for October 2009.

Daysi is a Personal Care Assistant
and has been outstanding in the care she provides to our clients.