medtrainer®

The bs and Bowns of Compliance Surveys

What Are Compliance Surveys?

Compliance surveys, or audits, are a review of your organization's adherence to regulations. They're a way to make sure you are following the rules both internally and externally. They also ensure that any mistakes or missing pieces in your company's processes are accounted for and set in place for improvement.

How Do Compliance Surveys Work?

The process can take weeks to months, depending on how well your organization is following the guidelines and how many issues the team is finding. Internal and external surveys have similarly structured processes, but typically differ in what information is under review.

Incomplete **Documentation** Oh no! One of the procedures is out

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Timersout The department took too long to produce a policy document.

Document Review Assess all policies and procedures for errors.

Final Report Begin final reporting.

You've submitted the final report. You completed the survey!

Set A Timeline Create a schedule of the survey steps from beginning to end.

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You're using expert compliance software and now you're ahead of Schedule. MedTrainer's cloud-based platform makes locating documents a breeze.

START

Choose a Department Identify the department being surveyed.



Team Selection Assemble a team of objective employees to conduct the compliance survey.



MedTrainer You've been assigned a dedicated account manager to help you through the survey

Internal Audits

• Run by employees of your organization

Can be an appointed committee of individuals from different departments or one department specifically for running audits and risks assessments

External Audits - -

• The departments in question and is able to keep an unbiased perspective

• This group can be either an external auditing company or an internal compliance team.

Missed Deadline Due to issues with documents.

Documents

Gather all of the

documents to

be reviewed

SURVEY

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Make a list of

Procedures for each part Procession estimation content of the content of the

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Committees or individuals are usually known as compliance officers or the internal auditing team.

• Note: these individuals must not be in any way related to the department or area they will be reviewing, so that the process remains objective, and you can be assured the results found are accurate and unbiased.

If the team is an internal Compliance Department, compliance officers are assigned to different areas and departments and are responsible for conducting the audit in those areas.

Take the next step.

Continuous review and a designated compliance team can seem out of reach. Your organization may not have the time or resources to dedicate to compliance despite its importance. Many organizations have found success in utilizing a third party compliance tracking software, like MedTrainer, to keep up to date with training, credentialing, policies, and procedures.

By using MedTrainer, you can rest assured that all of your items are in one place, are updated in real-time, and easily accessible saving you time and resources. With Medtrainer your compliance management tools are curated to your healthcare organization's size and type. You can automatically set up compliance paths for new hires and implement compliance tracking software to maintain clear objectives for all employees.

