THE ADVISOR

Cyber Security Awareness Month

October is Cyber Security Awareness Month (CSAM), and we are raising awareness about the importance of cybersecurity. Be on the lookout for weekly informational emails as well as review information on UCOP hosted resources that will address topics such as how users can protect themselves online and the dangers of ransomware. You can enter into a drawing for 1 of 6 $25 Target gift cards by completing the survey link in the informational emails (multiple entries are allowed).

#BeCyberSmart and spread the word!

The Compliance Department extends a warm welcome to our new Student Worker, Sneha Sudharsan!

Sneha Sudharsan is from the San Francisco Bay Area and is currently a 4th year Information Systems major at UCR School of Business. She serves as a public facing, business ambassador for the School of Business where she networks with industry leaders, faculty, and other students. She has had a variety of professional experiences such as being Operations Systems Analyst for DHL Supply Chain, Data Analyst Intern for Winaim, FC Associate for Amazon, and Marketing Intern for Empower Visi. Some of her outside interests include playing basketball, drinking coffee, and spending quality time with her dog. She is eager to learn more about and gain experience in the cybersecurity space and to strengthen her analytical skills.

Healthcare Workers Accessing their Own Medical Records

This is a reminder to all UCR Health employees and faculty members who are also UCR Health patients…you must access their own health records either through the MyChart portal, or through the medical records request process. These are the same methods that are available to all other patients. Health care workers may not use their UCR Health EPIC logins to look up their own records or the records of their family members, as this constitutes a misuse of their work access privileges and violates University policy.

Documenting the Presence of Everyone in the Patient Encounter

When UCR Health patients sign the Terms and Conditions of Service, they are informed that the health system is part of an academic institution and are informed generally of the potential presence of students and other trainees in the clinic setting. That said, patients have the right to restrict who is present in their encounter and have the right to be informed, prior to their encounter, if a student will be present during their exam. The documentation of the encounter should include the details of who was actually present with the patient, so the record fully and accurately reflects all individuals involved, even if they are only present as observers.

OIG Increasing Audit Activity as COVID-19 Pandemic Fades Away

After the federal government spent billions of dollars for pandemic relief, the HHS Office of Inspector General (OIG) has announced renewed efforts to identify potential fraud, waste, and abuse of those funds. The Compliance Department carefully reviews annual OIG Work Plans to understand which issues are a concern to the government and performs reviews to ensure that the SOM's practices align with CMS' expectations. Among the target areas identified by OIG are: **1) Audit of CARES Act Provider Relief Funds -** OIG will ensure that the providers that applied for funds under the Coronavirus Aid, Relief, and Economic Security (CARES) Act met the specified conditions, including submission of periodic reporting. **2) Audit of Medicare Part B Telehealth Services During the COVID 19 Public Health Emergency -** The government will perform two phases of audits related to the provision of telehealth services. In the first phase, OIG will analyze whether providers' billing of telehealth services for Evaluation & Management (E/M), opioid use disorder, ESRD and psychotherapy visits met the Medicare telehealth requirements.   In the second phase of auditing, OIG will review distant and originating site locations, virtual check-in services, electronic visits, remote patient monitoring, in addition to the use of telehealth technology. Phase two of the audit will also include a review of annual wellness visits against Medicare criteria.

Announcing UCR's New Export Controls Website

NEW Export Control Website
UCR's Export Control Office is delighted to announce the launch of its new export control website on October 1, 2021, as part of the local Export Compliance Program Plan (ECP).
The new website is intended to provide general information and resources on U.S. export controls and their applicability to university activities, including:

- Research and Technology
- Procurement
- International Collaborations
- International Travel
- International Shipping
- Restricted Party Screening
- Training
- Reporting Non-compliant Activities

To remain informed on how U.S. export controls can affect university activities, UCR faculty, staff and students are encouraged to review the information and resources provided on the new website.

The new website is: https://exportcontrol.ucr.edu/

Should you have any questions please contact the Export Control Office at exportcontrol@ucr.edu.

Tracking Outside Professional Activities

In early September, the Academic Affairs department rolled out a new process for tracking outside professional activities, with a reminder to all faculty to submit Outside Professional Activity (OPA) forms quarterly to department chairs or their designees prior to performing any Category I activities and on a quarterly bases for al Category II outside professional activities. The OPA forms are due according to the following timeline:

- Summer Quarter Activities (July 1 through Sept 30) due October 1
- Fall Quarter Activities (Oct. 1 through Dec. 31) due January 1
- Winter Quarter Activities (Jan. 1 through March 30) due by April 1
- Spring Quarter Activities (April 1 through June 30) due July 1

Policies and Procedures

Compliance department staff work collaboratively with stakeholders in the development of the School of Medicine's Policies and Procedures, ensuring conformance with state and federal requirements as well as alignment with UCR and UCOP policy. Once policies have been drafted, they are reviewed and approved by the Compliance Committee before signature by the Dean.

All approved Policies and Procedures can be viewed on the UCR SOM intranet located at: https://somcompliance.ucr.edu/policies-procedures

Below is the list of new and updated policies for last quarter:

Compliance Policies and Procedures
- 950-02-005 Vendor Relations
- 950-02-006 Photography and Multi-Media Recording of Patients
- 950-02-016 Privacy and Compliance Training
- 950-02-022 Records Retention Policy
- 950-02-023 Responding to Governmental Investigations
- 950-02-025 Patient Requested Restrictions

Clinical Affairs Policies and Procedures
- 950-03-019 UCR Health Peer Review

Undergraduate Medical Education
- 950-06-012 Grading Scales
- 950-06-013 Appeal Policy for summative Assessment or Course Grade
- 950-06-028 Pre-clerkship Phase Scheduled Time
- 950-06-029 Policy on Clinical Supervision Med Students Curricular Activities

Student Affairs and Admissions
- 950-07-001 Response to Allegations of Student Mistreatment
- 950-07-003 Extracurricular Activity
- 950-07-004 Med Student Performance
- 950-07-005 Academic Advising
- 950-07-007 Policy on Good Academic Standing
- 950-07-008 Policy on Drugs Alcohol Impairment
- 950-07-009 Policy on Dress Code
- 950-07-012 Policy on Student Fatigue Mitigation
- 950-07-014 Policy on Med Student Exposure to Infectious/Environmental Hazards
- 950-07-015 Policy on Deferment of USMLE
- 950-07-016 Planned Emergency Unexcused and Extended Absences

Graduate Medical Education
- 950-09-025 GMEC Responsibilities and Membership Policy
- 950-09-026 Preparation of Residents as Instructors and Teachers

Clinical Research Policies and Procedures
- 950-12-002 Clinical Research Protocol Implementation