



The RAC Team

Key Roles, Job Descriptions,
Training Issues



How to create an effective team?

- ▶ Choose the right individuals.
- ▶ Establish roles and responsibilities
- ▶ Attendance at meetings
- ▶ Good data to use time at meetings effectively



Team Members

Chairperson of Team – RAC Coordinator

Key members:

- HIM representative
- Patient Account representative
- Case Management representative
- Compliance representative
- IT representative

Additional members:

- Educator
- Finance representative
- Physician Advisor
- Chargemaster representative



Decisions, Decisions

- Roles and responsibilities
- To appeal or not to appeal
- Policy and procedures
- Technology assistance

Training of the Team

- Assignment of roles and responsibilities
- External/Internal training assistance
- Run through a mock audit if needed

Value of Team

- Organizational education
- Review of audit results
- Analyze the data
- Corrective Action Plans
- Life beyond RAC

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