CERTIFICATION OF COMPLIANCE AGREEMENT BETWEEN THE OFFICE OF INSPECTOR GENERAL OF THE

DEPARTMENT OF HEALTH AND HUMAN SERVICES

AND NORTHSIDE HOSPITAL, INC.

I. PREAMBLE

Northside Hospital, Inc. (Northside) hereby enters into this Certification of Compliance Agreement (CCA) with the Office of Inspector General (OIG) of the United States Department of Health and Human Services (HHS). Contemporaneously with this CCA, Northside is entering into a Settlement Agreement with the United States.

The effective date of this CCA shall be the date on which the final signatory of this CCA executes this CCA (Effective Date). Each one-year period, beginning with the one-year period following the Effective Date, shall be referred to as a "Reporting Period."

II. <u>Integrity Requirements</u>

Northside shall, for a period of three years from the Effective Date of this CCA:

- A. Continued Implementation of Compliance Program. Northside shall continue to implement its Compliance Program, as described in the attached Declaration (which is incorporated by reference as Appendix A), and continue to provide, at a minimum, the same level of resources currently provided, throughout this time period. Northside may amend its Compliance Program as it deems necessary, so long as those amendments are consistent with the overall objective of ensuring compliance with the requirements of Medicare, Medicaid, and all other Federal health care programs, as defined in 42 U.S.C. § 1320a-7b(f).
- B. Reporting of Overpayments. Northside shall promptly refund to the appropriate Federal health care program payor any identified Overpayment(s). For purposes of this CCA, an "Overpayment" shall mean the amount of money Northside has received in excess of the amount due and payable under any Federal health care program requirements. If, at any time, Northside identifies or learns of any Overpayment, Northside shall notify the payor (e.g., Medicare fiscal intermediary or carrier) within 30 days after identification of the Overpayment and take remedial steps, as warranted, within 60 days after identification (or such additional time as may be agreed to by the payor) to correct the problem, including preventing the underlying problem and the Overpayment

from recurring. Also, within 30 days after identification of the Overpayment, Northside shall repay the Overpayment to the appropriate payor to the extent such Overpayment has been quantified. If not yet quantified, within 30 days after identification, Northside shall notify the payor of its efforts to quantify the Overpayment amount along with a schedule of when such work is expected to be completed. Notification and repayment to the payor shall be done in accordance with the payor's policies and, for Medicare contractors, shall include the information contained on the Overpayment Refund Form, provided as Appendix B to this CCA. Notwithstanding the above, notification and repayment of any Overpayment amount that is routinely reconciled or adjusted pursuant to policies and procedures established by the payor should be handled in accordance with such policies and procedures.

- C. Reportable Events. Northside shall report to OIG in writing within 30 days after making a determination (after a reasonable opportunity to conduct an appropriate review or investigation of the allegations) that there is a Reportable Event, which shall mean anything that involves: (1) a substantial Overpayment, or (2) a matter that a reasonable person would consider a probable violation of criminal, civil, or administrative laws applicable to any Federal health care program for which penalties or exclusion may be authorized. In such report, Northside shall include the following information:
 - 1. If the Reportable Event results in an Overpayment, the report to OIG shall be made at the same time as the notification to the payor required in Section II.B, and shall include all of the information on the Overpayment Refund Form, as well as:
 - a. the payor's name, address, and contact person to whom the Overpayment was sent; and
 - b. the date of the check and identification number (or electronic transaction number) by which the Overpayment was repaid/refunded;
 - 2. a complete description of the Reportable Event, including the relevant facts, persons involved, and legal and Federal health care program authorities implicated;
 - 3. a description of Northside's actions taken to correct the Reportable Event; and

- 4. any further steps Northside plans to take to address the Reportable Event and prevent it from recurring.
- D. <u>Notification of Government Investigation or Legal Proceedings</u>. Within 30 days after discovery, Northside shall notify OIG, in writing, of any ongoing investigation or legal proceeding known to Northside conducted or brought by a governmental entity or its agents involving an allegation that Northside has committed a crime or has engaged in fraudulent activities. This notification shall include a description of the allegation, the identity of the investigating or prosecuting agency, and the status of such investigation or legal proceeding. Northside shall also provide written notice to OIG within 30 days after the resolution of the matter, and shall provide OIG with a description of the findings and/or results of the investigation or proceedings, if any.
- E. <u>Annual Reporting Requirements</u>. Northside shall submit to OIG annually a report that sets forth the following information for each Reporting Period (Annual Report):
 - 1. A description of any material amendments to its Compliance Program and the reasons for such changes;
 - 2. Any reductions to the level of resources dedicated to its Compliance Program and the reasons for such changes;
 - 3. A summary of all internal or external reviews, audits, or analyses of its Compliance Program (including, at a minimum, the objective of the review, audit, or analysis; the protocol or methodology for the review, audit, or analysis; and the results of the review, audit, or analysis) and any corrective action plans developed in response to such reviews, audits, or analyses;
 - 4. A summary of all internal or external reviews, audits, or analyses related to Northside's arrangements and transactions that implicate the anti-kickback (42 U.S.C. § 1320a-7b(b)) and Stark (42 U.S.C. § 1395nn) statutes, and the regulations implemented pursuant to such statutes. The summary shall describe the financial arrangements (including, at a minimum, the objective of the review, audit, or analysis; the protocol or methodology for the review, audit, or analysis; and the results of the review, audit, or analysis) and any corrective action plans developed in response to such reviews, audits, or analyses;
 - 5. A report of the aggregate Overpayments that have been returned to the Federal health care programs. Overpayment amounts shall be broken down

into the following categories: inpatient Medicare, outpatient Medicare, Medicaid (report each state separately, if applicable), and other Federal health care programs. Overpayment amounts that are routinely reconciled or adjusted pursuant to policies and procedures established by the payor do not need to be included in this aggregate Overpayment report; and

6. A certification by the Compliance Officer that: (a) to the best of his or her knowledge, except as otherwise described in the Annual Report, Northside is in compliance with the requirements of this Section II; and (b) he or she has reviewed the Annual Report and has made reasonable inquiry regarding its content and believes that the information in the Annual Report is accurate and truthful.

The first Annual Report shall be received by OIG no later than 60 days after the end of the first Reporting Period. Subsequent Annual Reports shall be received by OIG no later than the anniversary date of the due date of the first Annual Report.

F. <u>Notifications and Submission of Annual Reports</u>. Unless otherwise specified in writing after the Effective Date, all notifications and Annual Reports required under this CCA shall be submitted to the following addresses:

OIG:

Administrative and Civil Remedies Branch Office of Counsel to the Inspector General Office of Inspector General U.S. Department of Health and Human Services Cohen Building, Room 5527 330 Independence Avenue, S.W. Washington, DC 20201 Telephone: 202-619-2078

Telephone: 202-619-2078 Facsimile: 202-205-0604

Northside:

Jorge Hernandez
Chief Compliance Officer
Northside Hospital, Inc.
1000 Johnson Ferry Road
Atlanta, GA 30342
Talanhana: 404 851 6378

Telephone: 404-851-6378 Facsimile: 404-250-9705

Unless otherwise specified, all notifications and reports required by this CCA may be made by certified mail, overnight mail, hand delivery, or other means, provided that there is proof that such report or notification was received. For purposes of this requirement, internal facsimile confirmation sheets do not constitute proof of receipt.

- G. OIG Inspection, Audit, and Review Rights. In addition to any other rights OIG may have by statute, regulation, or contract, OIG or its duly authorized representative(s) may examine or request copies of Northside's books, records, and other documents and supporting materials and/or conduct on-site reviews of any of Northside's locations for the purpose of verifying and evaluating: (a) Northside's compliance with the terms of this CCA; and (b) Northside's compliance with the requirements of the Federal health care programs in which it participates. The documentation described above shall be made available by Northside to OIG or its duly authorized representative(s) at all reasonable times for inspection, audit, or reproduction. Furthermore, for purposes of this provision, OIG or its duly authorized representative(s) may interview any of Northside's employees, contractors, or agents who consent to be interviewed at the individual's place of business during normal business hours or at such other place and time as may be mutually agreed upon between the individual and OIG. Northside shall assist OIG or its duly authorized representative(s) in contacting and arranging interviews with such individuals upon OIG's request. Northside's employees may elect to be interviewed with or without a representative of Northside present.
- H. <u>Document and Record Retention</u>. Northside shall maintain for inspection all documents and records relating to reimbursement from the Federal health care programs, or to compliance with this CCA, for four years (or longer if otherwise required by law).

III. Breach and Default Provisions

Northside is expected to fully and timely comply with all of the Integrity Requirements set forth in this CCA.

- A. <u>Stipulated Penalties for Failure to Comply with Certain Obligations</u>. As a contractual remedy, Northside and OIG hereby agree that failure to comply with the Integrity Requirements set forth in this CCA may lead to the imposition of the following monetary penalties (hereinafter referred to as "Stipulated Penalties") in accordance with the following provisions.
- 1. A Stipulated Penalty of \$2,500 (which shall begin to accrue on the day after the date the obligation became due) for each day Northside fails to establish and implement any of the following compliance program elements as described in Section II and the Declaration attached to this CCA as Appendix A:

- a. a Compliance Officer;
- b. a Compliance Committee;
- c. a written Code of Conduct;
- d. written Policies and Procedures;
- e. the annual training of officers, directors, employees, and other persons involved with the development, approval, management, or review of arrangements that could potentially implicate the antikickback and Stark statutes;
- f. an audit function which monitors Northside's compliance with Federal health care program requirements;
- g. a Disclosure Program;
- h. Ineligible Persons screening and removal requirements; and
- i. notification of government investigations and legal proceedings.
- 2. A Stipulated Penalty of \$2,500 (which shall begin to accrue on the day after the date the obligation became due) for each day Northside fails to submit the Annual Reports to OIG in accordance with the requirements of Section II.E by the stated deadlines for submission.
- 3. A Stipulated Penalty of \$1,500 for each day Northside fails to grant access to the information or documentation as required in Section II.G of this CCA. (This Stipulated Penalty shall begin to accrue on the date Northside fails to grant access.)
- 4. A Stipulated Penalty of \$5,000 for each false certification submitted by or on behalf of Northside as part of its Annual Reports or otherwise required by this CCA.
- 5. A Stipulated Penalty of \$1,000 for each day Northside fails to comply fully and adequately with any Integrity Requirements of this CCA. OIG shall provide notice to Northside, stating the specific grounds for its determination that Northside has failed to comply fully and adequately with the Integrity Requirement(s) at issue and steps Northside shall take to comply with the Integrity Requirements of this CCA. (This

Stipulated Penalty shall begin to accrue 10 days after Northside receives notice from OIG of the failure to comply.) A Stipulated Penalty as described in this Subsection shall not be demanded for any violation for which OIG has sought a Stipulated Penalty under Subsections 1-4 of this Section III.A.

B. Timely Written Requests for Extensions. Northside may, in advance of the due date, submit a timely written request for an extension of time to perform any act or file any notification or report required by this CCA. Notwithstanding any other provision in this Section, if OIG grants the timely written request with respect to an act, notification, or report, Stipulated Penalties for failure to perform the act or file the notification or report shall not begin to accrue until one day after Northside fails to meet the revised deadline set by OIG. Notwithstanding any other provision in this Section, if OIG denies such a timely written request, Stipulated Penalties for failure to perform the act or file the notification or report shall not begin to accrue until three business days after Northside receives OIG's written denial of such request or the original due date, whichever is later. A "timely written request" is defined as a request in writing received by OIG at least five business days prior to the date by which any act is due to be performed or any notification or report is due to be filed.

C. Payment of Stipulated Penalties.

- 1. Demand Letter. Upon a finding that Northside has failed to comply with any of the obligations described in Section III.A and after determining that Stipulated Penalties are appropriate, OIG shall notify Northside of: (a) Northside's failure to comply; and (b) OIG's exercise of its contractual right to demand payment of the Stipulated Penalties (this notification is referred to as the "Demand Letter").
- 2. Response to Demand Letter. Within 10 days after the receipt of the Demand Letter, Northside shall either: (a) cure the breach to OIG's satisfaction and pay the applicable Stipulated Penalties; or (b) request a hearing before an HHS administrative law judge (ALJ) to dispute OIG's determination of noncompliance, pursuant to the agreed upon provisions set forth below in Section III.E. In the event Northside elects to request an ALJ hearing, the Stipulated Penalties shall continue to accrue until Northside cures, to OIG's satisfaction, the alleged breach in dispute. Failure to respond to the Demand Letter in one of these two manners within the allowed time period shall be considered a material breach of this CCA and shall be grounds for exclusion under Section III.D.
- 3. Form of Payment. Payment of the Stipulated Penalties shall be made by certified or cashier's check, payable to: "Secretary of the Department of Health and Human Services," and submitted to OIG at the address set forth in Section II.F.

4. Independence from Material Breach Determination. Except as set forth in Section III.D.1.c, these provisions for payment of Stipulated Penalties shall not affect or otherwise set a standard for OIG's decision that Northside has materially breached this CCA, which decision shall be made at OIG's discretion and shall be governed by the provisions in Section III.D, below.

D. Exclusion for Material Breach of this CCA.

- 1. Definition of Material Breach. A material breach of this CCA means:
 - a. a failure by Northside to report a Reportable Event, take corrective action, and make the appropriate refunds, as required in Section II.C;
 - b. a repeated or flagrant violation of the obligations under this CCA, including, but not limited to, the obligations addressed in Section III.A; or
 - c. a failure to respond to a Demand Letter concerning the payment of Stipulated Penalties in accordance with Section III.C.
- 2. Notice of Material Breach and Intent to Exclude. The parties agree that a material breach of this CCA by Northside constitutes an independent basis for Northside's exclusion from participation in the Federal health care programs. Upon a determination by OIG that Northside has materially breached this CCA and that exclusion is the appropriate remedy, OIG shall notify Northside of: (a) Northside's material breach; and (b) OIG's intent to exercise its contractual right to impose exclusion (this notification is referred to as the "Notice of Material Breach and Intent to Exclude").
- 3. Opportunity to Cure. Northside shall have 30 days from the date of receipt of the Notice of Material Breach and Intent to Exclude to demonstrate to OIG's satisfaction that:
 - a. Northside is in compliance with the requirements of the CCA cited by OIG as being the basis for the material breach;
 - b. the alleged material breach has been cured; or
 - c. the alleged material breach cannot be cured within the 30-day period, but that: (i) Northside has begun to take action to cure the

material breach; (ii) Northside is pursuing such action with due diligence; and (iii) Northside has provided to OIG a reasonable timetable for curing the material breach.

4. Exclusion Letter. If, at the conclusion of the 30-day period, Northside fails to satisfy the requirements of Section III.D.3, OIG may exclude Northside from participation in the Federal health care programs. OIG shall notify Northside in writing of its determination to exclude Northside (this letter shall be referred to as the "Exclusion Letter"). Subject to the Dispute Resolution provisions in Section III.E, below, the exclusion shall go into effect 30 days after the date of Northside's receipt of the Exclusion Letter. The exclusion shall have national effect and shall also apply to all other Federal procurement and nonprocurement programs. Reinstatement to program participation is not automatic. After the end of the period of exclusion, Northside may apply for reinstatement by submitting a written request for reinstatement in accordance with the provisions at 42 C.F.R. §§ 1001.3001-.3004.

E. <u>Dispute Resolution</u>.

- 1. Review Rights. Upon OIG's delivery to Northside of its Demand Letter or of its Exclusion Letter, and as an agreed-upon contractual remedy for the resolution of disputes arising under this CCA, Northside shall be afforded certain review rights comparable to the ones that are provided in 42 U.S.C. §1320a-7(f) and 42 C.F.R. Part 1005 as if they applied to the Stipulated Penalties or exclusion sought pursuant to this CCA. Specifically, OIG's determination to demand payment of Stipulated Penalties or to seek exclusion shall be subject to review by an HHS ALJ and, in the event of an appeal, the HHS Departmental Appeals Board (DAB), in a manner consistent with the provisions in 42 C.F.R. §§ 1005.2-1005.21. Notwithstanding the language in 42 C.F.R. § 1005.2(c), the request for a hearing involving Stipulated Penalties shall be made within 10 days after receipt of the Demand Letter and the request for a hearing involving exclusion shall be made within 25 days after receipt of the Exclusion Letter.
- 2. Stipulated Penalties Review. Notwithstanding any provision of Title 42 of the United States Code or Title 42 of the Code of Federal Regulations, the only issues in a proceeding for Stipulated Penalties under this CCA shall be: (a) whether Northside was in full and timely compliance with the requirements of this CCA for which OIG demands payment; and (b) the period of noncompliance. Northside shall have the burden of proving its full and timely compliance and the steps taken to cure the noncompliance, if any. OIG shall not have the right to appeal to the DAB an adverse ALJ decision related to Stipulated Penalties. If the ALJ agrees with OIG with regard to a finding of a breach of this CCA and orders Northside to pay Stipulated Penalties, such Stipulated Penalties shall become due and payable 20 days after the ALJ issues such a decision

unless Northside requests review of the ALJ decision by the DAB. If the ALJ decision is properly appealed to the DAB and the DAB upholds the determination of OIG, the Stipulated Penalties shall become due and payable 20 days after the DAB issues its decision.

- 3. Exclusion Review. Notwithstanding any provision of Title 42 of the United States Code or Title 42 of the Code of Federal Regulations, the only issues in a proceeding for exclusion based on a material breach of this CCA shall be:
 - a. whether Northside was in material breach of this CCA;
 - b. whether such breach was continuing on the date of the Exclusion Letter; and
 - c. whether the alleged material breach could not have been cured within the 30-day period, but that: (i) Northside had begun to take action to cure the material breach within that period; (ii) Northside has pursued and is pursuing such action with due diligence; and (iii) Northside provided to OIG within that period a reasonable timetable for curing the material breach and Northside has followed the timetable.

For purposes of the exclusion herein, exclusion shall take effect only after an ALJ decision favorable to OIG, or, if the ALJ rules for Northside, only after a DAB decision in favor of OIG. Northside's election of its contractual right to appeal to the DAB shall not abrogate OIG's authority to exclude Northside upon the issuance of an ALJ's decision in favor of OIG. If the ALJ sustains the determination of OIG and determines that exclusion is authorized, such exclusion shall take effect 20 days after the ALJ issues such a decision, notwithstanding that Northside may request review of the ALJ decision by the DAB. If the DAB finds in favor of OIG after an ALJ decision adverse to OIG, the exclusion shall take effect 20 days after the DAB decision. Northside shall waive its right to any notice of such an exclusion if a decision upholding the exclusion is rendered by the ALJ or DAB. If the DAB finds in favor of Northside, Northside shall be reinstated effective on the date of the original exclusion.

4. Finality of Decision. The review by an ALJ or DAB provided for above shall not be considered to be an appeal right arising under any statutes or regulations. Consequently, the parties to this CCA agree that the DAB's decision (or the ALJ's decision if not appealed) shall be considered final for all purposes under this CCA.

IV. EFFECTIVE AND BINDING AGREEMENT

Northside and OIG agree as follows:

- A. This CCA shall be binding on the successors, assigns, and transferees of Northside;
- B. This CCA shall become final and binding on the date the final signature is obtained on the CCA;
- C. Any modifications to this CCA shall be made with the prior written consent of the parties to this CCA;
- D. OIG may agree to a suspension of Northside's obligations under this CCA in the event of Northside's cessation of participation in Federal health care programs. If Northside withdraws from participation in Federal health care programs and is relieved of its CCA obligations by OIG, Northside shall notify OIG at least 30 days in advance of Northside's intent to reapply as a participating provider or supplier with any Federal health care program. Upon receipt of such notification, OIG shall evaluate whether the CCA should be reactivated or modified.
- E. The undersigned Northside signatories represent and warrant that they are authorized to execute this CCA. The undersigned OIG signatory represents that he is signing this CCA in his official capacity and that he is authorized to execute this CCA.

ON BEHALF OF NORTHSIDE HOSPITAL, INC.

W	ILL	IAM	M.	CARE	t

VICE PRESIDENT, STRATEGIC PLANNING AND **BUSINESS DEVELOPMENT**

10/13/06 DATE

ON BEHALF OF THE OFFICE OF INSPECTOR GENERAL OF THE DEPARTMENT OF HEALTH AND HUMAN SERVICES

GREGORY E. DEMSKE

Assistant Inspector General for Legal Affairs

Office of Inspector General

United States Department of Health and Human Services

DECLARATION

The declarant is currently the Chief Compliance Officer for Northside and has personal knowledge of the facts stated herein. The following describes the compliance program (Program) currently in place at Northside.

- 1. The annual budget for the Program is attached hereto as Exhibit 1 and Northside shall sustain, at a minimum, the levels of funding reflected therein for three years subsequent to the Effective Date.
- 2. The Program includes a Compliance Officer who is responsible for developing and implementing policies, procedures, and practices designed to ensure compliance with Federal health care program requirements. The Compliance Officer also is responsible for monitoring the day-to-day compliance activities of Northside. The Compliance Officer is a member of senior management of Northside and is not subordinate to the General Counsel or, in the performance of any compliance activity, to the Chief Financial Officer. The Compliance Officer makes periodic (at least annual) reports regarding compliance matters directly to the Board of Directors of Northside and is authorized to report on such matters to the Board of Directors at any time.
- 3. The Program includes a Compliance Committee that is chaired by the Compliance Officer and that is made up of other members of senior management necessary to support the Compliance Officer in fulfilling his/her responsibilities under the Program (e.g., senior executives of relevant departments, such as billing, audit, clinical, legal, human resources, risk management and representatives of Northside Hospital-Cherokee and Northside Hospital-Forsyth).
- 4. Northside has in place a Code of Conduct that includes: (a) Northside's commitment to full compliance with all Federal health care program requirements, including its commitment to prepare and submit accurate claims consistent with such requirements; (b) Northside's requirement that all of its personnel are expected to comply with all Federal health care program requirements and with the Policies and Procedures described in Paragraph 5 below; (c) the requirement that all of Northside's personnel are expected to report to the Compliance Officer or other appropriate individual designated by Northside suspected violations of any Federal health care program requirements or of Northside's own Policies and Procedures; (d) the possible consequences to both Northside and its personnel of failure to comply with Federal health care program

requirements and with Northside's own Policies and Procedures and the failure to report such noncompliance; and (e) the right of Northside's personnel to use the Disclosure Program described in Paragraph 8 below and Northside's commitment to nonretaliation and to maintain, as appropriate, confidentiality and anonymity with respect to such disclosures. Northside distributes or makes available the Code of Conduct to each (i) officer, director, and employee, (ii) contractor, subcontractor, agent, and other person who provides direct patient care items or services or who performs billing or coding functions on behalf of Northside ("Contractors"), and (iii) member of Northside's medical staff, and Northside maintains a record of each such individual to whom the Code of Conduct is distributed. Each officer and employee is required to certify in writing or electronically that he or she has received, read, understood, and will abide by the Code of Conduct. Northside will use its best efforts to encourage its active medical staff members to certify in writing or electronically that he or she has received, read. understood, and will abide by the Code of Conduct, and will require active medical staff to provide such certifications in writing or electronically not less than once every two (2) years.

- 5. Northside has in place policies and procedures regarding the operation of the Program and Northside's compliance with Federal health care program requirements ("Policies and Procedures"). The Policies and Procedures are made available to all relevant Northside personnel. At least annually (and more frequently, if appropriate), Northside reviews and updates as necessary its Policies and Procedures. When revisions are made, Northside makes available the relevant portions of any revised Policies and Procedures to all Northside personnel whose job functions relate to the revised Policies and Procedures.
- 6. Northside has in place an annual training program that requires all officers. employees, and Contractors to participate in at least one hour of annual compliance training that addresses Northside's Code of Conduct and the operation of the Program. In addition, Northside provides appropriate compliance training to its directors and will use its best efforts to encourage its active medical staff members to participate in annual compliance training described above. Northside provides certain areas of the training under this program through appropriate computer-based training approaches. Northside's annual training program also requires additional training for certain employees and Contractors based on the compliance issues associated with the responsibilities of the respective departments. Such additional training addresses: (a) the Federal health care program requirements regarding the accurate coding and submission of claims; (b) policies, procedures, and other requirements applicable to the documentation of medical records; (c) the personal obligation of each individual involved in the claims submission process to ensure that such claims are accurate; (d) applicable reimbursement statutes, regulations, and program requirements and directives; (e) the legal sanctions for

violations of Federal health care program requirements; (f) examples of proper and improper claims submission practices; and (g) the policies, procedures, and other requirements applicable to financial arrangements, including the obligations of all individuals involved in the development, review, approval, and management of such arrangements, the legal sanctions for violating applicable laws, and examples of potential violations. Northside maintains written or electronic records that identify the type of annual training provided, the date(s) of the training, and the attendees. Persons providing the training are knowledgeable about the subject area. Northside reviews the training content on an annual basis and, as appropriate, updates the training to reflect changes in Federal health care program requirements and/or any issues discovered during the internal audits described in Paragraph 7 below.

- 7. Northside has in place an audit function which includes employees from Northside's compliance, decision support, finance, accounting, and internal audit departments, which coordinate with Northside's compliance department regarding Northside's compliance with Federal health care program requirements. Northside's compliance department conducts, or retains outside experts to conduct compliance reviews as needed upon the request of the Compliance Officer or other Northside departments. Northside has nine (9) qualified employees who perform auditing functions. Northside's compliance auditing function is primarily handled by outside experts that perform periodic reviews to monitor Northside's compliance with Federal health care programs, including focused reviews relating to specific risk areas identified by the OIG and/or through the Program. On a regular basis, Northside engages a third-party, external auditor to perform periodic reviews of Northside's inpatient and outpatient claims, outlier billings, Medicare denials, and other specific compliance risk areas identified by Northside's Compliance Officer.
- 8. Northside maintains a Disclosure Program that includes a mechanism to enable individuals to disclose, to the Compliance Officer or some other person who is not in the disclosing individual's chain of command, any identified issues or questions associated with Northside's policies, conduct, practices, or procedures with respect to a Federal health care program believed by the individual to be a potential violation of criminal, civil, or administrative law. Northside publicizes the existence of the disclosure mechanism to all personnel.

The Disclosure Program emphasizes a nonretribution, nonretaliation policy and includes a reporting mechanism for anonymous communications for which appropriate confidentiality is maintained. Each disclosure is reviewed by the Compliance Officer, who either investigates the disclosure or refers the disclosure to the relevant department or manager for follow up and any appropriate corrective action.

The Compliance Officer (or designee) maintains a disclosure log, which includes a record and summary of each disclosure received (whether anonymous or not), the status of Northside's internal review of the allegations, and any corrective action taken in response to the internal review.

9. Northside has in place appropriate procedures, and will maintain appropriate policies and procedures for screening all prospective officers, directors, employees, Contractors, and members of the medical staff to ensure that they are not Ineligible Persons¹ by: (a) requiring such persons to disclose whether they are an Ineligible Person; and (b) appropriately querying the General Services Administration's List of Parties Excluded from Federal Programs (available through the Internet at http://epls.arnet.gov) and the HHS/OIG List of Excluded Individuals/Entities (available through the Internet at http://oig.hhs.gov) (these lists shall hereinafter be referred to as the "Exclusion Lists"). Northside also performs regular (at least annual) screening of its current officers, directors, employees, Contractors, and members of the medical staff against the Exclusion Lists and requires all officers, directors, employees, Contractors, and members of the medical staff to disclose immediately any debarment, exclusion, suspension, or other event that makes that person an Ineligible Person.

Northside also has a policy in place that, if Northside has actual notice that an officer, director, employee, Contractor, or member of the medical staff has become an Ineligible Person, Northside will remove such person from responsibility for, or involvement with, Northside's business operations related to the Federal health care programs and will remove such person from any position for which the person's compensation or items or services furnished, ordered, or prescribed by the person are paid in whole or in part, directly or indirectly, by Federal health care programs or otherwise with Federal funds, at least until such time as the person is reinstated into participation in the Federal health care programs. (Nothing in this Declaration affects the responsibility of Northside to refrain from billing Federal health care programs for items or services furnished, ordered, or prescribed by excluded individuals or Northside's liability for overpayments received by Northside as a result of billing any Federal health care program for such items or services.).

¹ An "Ineligible Person" is an individual or entity who: (i) is currently excluded, debarred, suspended, or otherwise ineligible to participate in the Federal health care programs or in Federal procurement or nonprocurement programs; or (ii) has been convicted of a criminal offense that falls within the ambit of 42 U.S.C. § 1320a-7(a), but has not yet been excluded, debarred, suspended, or otherwise declared ineligible.

The undersigned signatory represents and warrants that he/she is authorized to execute this declaration on behalf of Northside.

I declare under penalty of perjury that the foregoing is true and correct.

Executed on this 13th day of OCTOBER 2006

ORGE HERWANDEZ

HIEF COMPLIANCE OFFICER

OVERPAYMENT REFUND

TO BE	<u>COMPLETED BY MEDICARI</u>	<u>E CONTRACTOR</u>	<u>{</u>
Date:			
Contractor Deposit Control #	Date of Deposit: Phone #		·
Contractor Contact Name:	Phone #		
Contractor Address:			
Contractor Fax:			
Contractor 1 and		·····	
TO RE C	COMPLETED BY PROVIDER/	PHYSICIAN/SIII	PPLIER
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information, should accompan	o Medicare Contractor. This form y every voluntary refund so that re	eceipt of check is pr	operiy recoraea ana appiiea
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PROVIDER/PHYSICIAN/SUPPLII	ERNAME		
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PROVIDER/PHYSICIAN/SUPPLII	ER #CHECK NUM_ PHONE #	BER#	
CONTACT PERSON:	PHONE #		AMOUNT OF CHECK
\$ CHECK DATE			
<u> </u>			
	REFUND INFORMA	TION	
For each Claim, provide the	<u>following</u> :		
Patient Name	I	HIC #	
Medicare Claim Number	Claim Amount Refund	led \$	
Reason Code for Claim Adjustment:	Claim Amount Refund	ow. Use one reason p	er claim)
11045011 0040 101 014-11-15			•
(Dlagga list o	<u>ll</u> claim numbers involved. Attac	ch saparata shaat	if nacassary)
(1 tease tist <u>a</u>	<u>u</u> ciaim numbers invoived. And	in separate sneet,	ij necessary)
Note: If Specific Patient/HIS	C/Claim #/Claim Amount data r	not available for a	all claims due to Statistica
Sampling please indi	icate methodology and formula	used to determin	e amount and reason for
	care memodology and joinnad	usea to acterniti	e amount and reason jo
overpayment:			
	_		
For Institutional Facilities O	<u>nly</u> :		
Cost Report Year(s)	re involved, provide a breakdown		
(If multiple cost report years a	re involved provide a breakdown	by amount and cor	responding cost report year
For OIG Reporting Require	monta	of uniouni und con	responding cost report year.
For Ord Reporting Require	ments:	37	Ma
Do you have a Corporate Inte	grity Agreement with OIG?	i es	No
Reason Codes:			
Billing/Clerical Error	MSP/Other Paver Involvement	Miscellaneous	
Billing/Clerical Error 01 - Corrected Date of Service	MSP/Other Payer Involvement 08 - MSP Group Health Plan Insurance	e 13 - Insufficient Do	ocumentation
02 - Duplicate	09 - MSP No Fault Insurance	14 - Patient F	Enrolled in an HMO
103 Corrected CPT Code	10 - MSP Lightlity Insurance	15 - Services	Not Rendered
03 - Corrected CPT Code 04 - Not Our Patient(s) 05 - Modifier Added/Removed	09 - MSP No Fault Insurance 10 - MSP Liability Insurance 11 - MSP, Workers Comp.(Including	16 - Medical Neces	sity
105 Modifier Added/Demoved	Black Lung	17 - Other (Please	Specify)
06 - Billed in Error	12 - Veterans Administration	17 - Omei (Ficase	opeony)
107 - Corrected CPT Code	12 - VEICIAIIS AUIIIIIISHAHUII		
or - Corrected CFT Code			