# CERTIFICATION OF COMPLIANCE AGREEMENT BETWEEN THE OFFICE OF INSPECTOR GENERAL OF THE DEPARTMENT OF HEALTH AND HUMAN SERVICES AND LIFECARE HOLDINGS, INC.

#### I. PREAMBLE

LifeCare Holdings, Inc. (LifeCare) 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, LifeCare is entering into a Settlement Agreement with the OIG, and this CCA is incorporated by reference into the Settlement Agreement.

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. INTEGRITY REQUIREMENTS

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

- A. Continued Implementation of Compliance Program. LifeCare 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. LifeCare 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. LifeCare 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 LifeCare has received in excess of the amount due and payable under any Federal health care program requirements. If, at any time, LifeCare identifies or learns of any Overpayment, LifeCare shall notify the payor (e.g., Medicare fiscal intermediary or carrier) within 30 days after identification of the Overpayment and take remedial steps within 60 days after identification (or such additional time as may be agreed to by the payor) to correct the

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problem, including preventing the underlying problem and the Overpayment from recurring. Also, within 30 days after identification of the Overpayment, LifeCare 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, LifeCare 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. LifeCare 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, LifeCare 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 LifeCare's actions taken to correct the Reportable Event; and



- 4. any further steps LifeCare 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 the matter is known by senior management, LifeCare shall notify OIG, in writing, of any ongoing investigation or legal proceeding known to LifeCare conducted or brought by a governmental entity or its agents involving an allegation that LifeCare 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. LifeCare 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>. LifeCare 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 changes 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 Quarterly DRG Coding or Cost Report Reviews (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, LifeCare 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 Facsimile: 202-205-0604



#### LifeCare:

Dan Lacy
Vice President and Corporate Compliance Officer
LifeCare Management Services
5560 Tennyson Parkway
Plano, Texas 75024
Telephones 460 241 5105

Telephone: 469-241-5105 Facsimilie: 469-241-2199

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 LifeCare's books, records, and other documents and supporting materials and/or conduct on-site reviews of any of LifeCare's locations for the purpose of verifying and evaluating: (a) LifeCare's compliance with the terms of this CCA; and (b) LifeCare's compliance with the requirements of the Federal health care programs in which it participates. The documentation described above shall be made available by LifeCare 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 LifeCare'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. LifeCare shall assist OIG or its duly authorized representative(s) in contacting and arranging interviews with such individuals upon OIG's request. LifeCare's employees may elect to be interviewed with or without a representative of LifeCare present.
- H. <u>Document and Record Retention</u>. LifeCare 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

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

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- A. <u>Stipulated Penalties for Failure to Comply with Certain Obligations</u>. As a contractual remedy, LifeCare 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 LifeCare 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. annual training;
    - f. an internal audit department that performs periodic reviews to monitor LifeCare'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 LifeCare 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 LifeCare 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 LifeCare fails to grant access.)

- 4. A Stipulated Penalty of \$5,000 for each false certification submitted by or on behalf of LifeCare as part of its Annual Reports or otherwise required by this CCA.
- 5. A Stipulated Penalty of \$1,000 for each day LifeCare fails to comply fully and adequately with any Integrity Requirements of this CCA. OIG shall provide notice to LifeCare, stating the specific grounds for its determination that LifeCare has failed to comply fully and adequately with the Integrity Requirement(s) at issue and steps LifeCare shall take to comply with the Integrity Requirements of this CCA. (This Stipulated Penalty shall begin to accrue 10 days after LifeCare 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. <u>Timely Written Requests for Extensions</u>. LifeCare 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 LifeCare 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 LifeCare 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 LifeCare 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 LifeCare of: (a) LifeCare'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, LifeCare 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 LifeCare elects to request an ALJ hearing, the Stipulated Penalties shall continue to accrue until LifeCare 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 LifeCare 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 LifeCare 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 LifeCare constitutes an independent basis

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for LifeCare's exclusion from participation in the Federal health care programs. Upon a determination by OIG that LifeCare has materially breached this CCA and that exclusion is the appropriate remedy, OIG shall notify LifeCare of: (a) LifeCare'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. LifeCare 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. LifeCare 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) LifeCare has begun to take action to cure the material breach; (ii) LifeCare is pursuing such action with due diligence; and (iii) LifeCare has provided to OIG a reasonable timetable for curing the material breach.
- 4. Exclusion Letter. If, at the conclusion of the 30-day period, LifeCare fails to satisfy the requirements of Section III.D.3, OIG may exclude LifeCare from participation in the Federal health care programs. OIG shall notify LifeCare in writing of its determination to exclude LifeCare (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 LifeCare'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, LifeCare 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. Dispute Resolution.

1. Review Rights. Upon OIG's delivery to LifeCare of its Demand Letter or of its Exclusion Letter, and as an agreed-upon contractual remedy for the

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resolution of disputes arising under this CCA, LifeCare 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 LifeCare was in full and timely compliance with the requirements of this CCA for which OIG demands payment; and (b) the period of noncompliance. LifeCare 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 LifeCare to pay Stipulated Penalties, such Stipulated Penalties shall become due and payable 20 days after the ALJ issues such a decision unless LifeCare 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 LifeCare 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) LifeCare had begun to take action to cure the material breach within that period; (ii) LifeCare has pursued and is pursuing such action with due diligence; and (iii) LifeCare provided to OIG within that period a reasonable timetable for curing the material breach and LifeCare 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 LifeCare, only after a DAB decision in favor of OIG. LifeCare's election of its contractual right to appeal to the DAB shall not abrogate OIG's authority to exclude LifeCare 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 LifeCare 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. LifeCare 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 LifeCare, LifeCare 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

LifeCare and OIG agree as follows:

- A. This CCA shall be binding on the successors, assigns, and transferees of LifeCare;
- 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 LifeCare's obligations under this CCA in the event of LifeCare's cessation of participation in Federal health care programs. If LifeCare withdraws from participation in Federal health care programs and is relieved of its CCA obligations by OIG, LifeCare shall notify OIG at least 30 days in advance of LifeCare'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 LifeCare 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 LIFECARE HOLDINGS, INC.

Miltone
JILL L. FORCE
General Counsel
LifeCare Holdings, Inc.
5560 Tennyson Parkway
Plano Texas 75024

June	4,	2004
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CARRIE VALIANT
Epstein, Becker & Green, P.C.
1227 25 <sup>th</sup> Street, NW
Suite 700
Washington, DC 20037-1175

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

6/12/06 DATE

# ON BEHALF OF LIFECARE HOLDINGS, INC.

JILL L. FORCE	DATE
General Counsel	
LifeCare Holdings, Inc.	
5560 Tennyson Parkway	
Plano, Texas 75024	
CARRIE VALIANT Epstein, Becker & Green, P.C. 1227 25 <sup>th</sup> Street, NW Suite 700 Washington, DC 20037-1175	Jule 6, 200 DATE
On Behalf of the Office of Inspi of the Department of Health and	
GREGORY E. DEMSKE Assistant Inspector General for Legal Affairs Office of Inspector General	DATE



United States Department of Health and Human Services

#### DECLARATION

The declarant is currently the Corporate Compliance Officer (CCO) for LifeCare and has personal knowledge of the facts stated herein. The following describes the compliance program ("Program") currently in place and administered at LifeCare

- 1. Compliance Budget. The annual budget for the Program is attached hereto as Exhibit 1, and LifeCare shall sustain, at a minimum, the levels of funding reflected therein for three (3) years subsequent to the Effective Date
- 2. Compliance Officer. The Program includes a CCO who is responsible for developing and implementing policies, procedures, and practices designed to ensure compliance with Federal health care program requirements. The CCO also is responsible for monitoring the day-to-day compliance activities of LifeCare. There are Facility Compliance Officers who report to the CCO in their compliance capacity and assist the CCO with implementing policies and monitoring day-to-day compliance activities at the facility level. The CCO is a member of senior management of LifeCare and is not subordinate to the General Counsel or Chief Financial Officer. The CCO makes periodic (at least quarterly) reports regarding compliance matters directly to the Board of Directors of LifeCare and is authorized to report on such matters to the Board of Directors at any time.
- 3. Compliance Committee. The Program includes a Compliance Committee that is chaired by the CCO and that is made up of other members of senior management necessary to support the CCO in fulfilling his/her responsibilities under the Program (e.g., senior executives of relevant departments, such as billing, clinical, human resources, audit, and operations). LifeCare shall proceed with its plans to establish Facility Compliance Committees as part of its 2006 Compliance Work Plan.
- 4. Code of Conduct. LifeCare has in place a Code of Conduct that includes: (a) LifeCare's commitment to full compliance with all Federal health care program requirements; (b) LifeCare'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 LifeCare's personnel are expected to report to the Compliance Officer or other appropriate individual designated by LifeCare suspected violations of any Federal health care program requirements; (d) the possible consequences to both LifeCare and its personnel of failure to comply with Federal health care program requirements and the failure to report such noncompliance; and (e) the right of LifeCare's personnel to use the Disclosure Program described in Paragraph 8 below and LifeCare's commitment to non-retaliation and to maintain, as appropriate, confidentiality and anonymity with respect to such disclosures. Each LifeCare employee is required to certify in writing that he or she has received, read, understood, and will abide by the Code of Conduct
- 5. Compliance Policies and Procedures LifeCare has in place Policies and Procedures regarding the operation of the Program and LifeCare's compliance with Federal health care program requirements, including but not limited to, policies and procedures on

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Billing and Reimbursement, Contractual/Financial Arrangements with Physicians, Business Courtesies to Referral Sources, and Exclusion Checks. The Policies and Procedures are made available to all relevant LifeCare personnel whose job functions relate to the revised Policies and Procedures. At least annually (and more frequently, if appropriate), LifeCare reviews and updates as necessary its Policies and Procedures and, if revisions are made, makes available the relevant portions of any revised Policies and Procedures to all LifeCare personnel whose job functions relate to the revised Policies and Procedures.

- 6. Compliance Training LifeCare has in place an annual training program that requires all LifeCare employees to attend at least one (1) hour of annual compliance training that addresses LifeCare's Code of Conduct and the operation of the Program. LifeCare's annual training program also requires additional training for all employees who perform billing, coding, or claims submission and sales and marketing functions on behalf of LifeCare. Such additional training addresses: (a) the Federal health care program requirements; (b) the personal obligation of each individual involved in the claims and cost report submission process to ensure that such documents are accurate; (c) the legal sanctions for violations of Federal health care program requirements; and (d) examples of proper and improper claims submission and cost report practices for those involved in claims and cost reports and examples of proper and improper sales and marketing activities for those involved in sales and marketing. LifeCare maintains written or electronic records that identify the type of annual training provided, the date(s) of training, and the attendees Persons providing the training are knowledgeable about the subject area. LifeCare 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. Auditing and Monitoring LifeCare has in place an internal audit program that includes periodic reviews to monitor LifeCare's compliance with Federal health care program requirements, including focused reviews relating to specific risk areas identified by the OIG and/or through the Program. As part of the internal audit program, LifeCare has two full-time equivalent (FIE) coding auditors and one full-time equivalent internal auditor who performs compliance related auditing part-time. To the extent that there is any gap in time between the departure of the current internal auditor and his replacement, LifeCare will outsource this audit function until the replacement is hired. Additionally, the CCO performs compliance related auditing. Examples of the focused reviews for 2006 include: Cost Report Review; Facility Documentation Audit; Physician Contracting Audit; Expense Report Review; Chargemaster Utilization Audit; and Quarterly DRG Coding Audits. LifeCare will continue to conduct Quarterly DRG Coding Audits at each of its hospitals, and the Quarterly DRG Coding Audits will be performed under the supervision of the Compliance Department. LifeCare will maintain a policy that, as to the Quarterly DRG Coding Audits, at a minimum, if in any quarter, the net financial error rate for a hospital exceeds 5%, the hospital is placed on a 100% pre-billing review by an outsourced vendor. The Quarterly DRG Coding Audits will be conducted using RAT-STATS sampling methodology. The sample size for the smaller facilities (i e, provider numbers with fewer than 100 beds) will be 40 records. The sample size for the larger facilities (i.e., provider numbers with greater than or equal to 100 beds) (e.g., Pittsburgh and Shreveport) will be 80 records.

8. Disclosure Program LifeCare 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 LifeCare'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. LifeCare publicizes the existence of the disclosure mechanism to all personnel

The Disclosure Program emphasizes a non-retribution, non-retaliation 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 LifeCare's internal review of the allegations, and any corrective action taken in response to the internal review

9. Exclusion Checks LifeCare has in place a policy and procedure for screening all prospective employees, contractors, medical staff members, and vendors to ensure 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 Excluded Parties List System (available at <a href="http://www.epls.gov">http://www.epls.gov</a>) and the HHS/OIG List of Excluded Individuals/Entities (available at <a href="http://oig.hhs.gov/fraud/exclusions/listofexcluded.html">http://oig.hhs.gov/fraud/exclusions/listofexcluded.html</a>) (these lists shall hereinafter be referred to as the "Exclusion Lists") LifeCare also performs annual screening of its current employees, contractors, medical staff members, and vendors to disclose immediately any debarment, exclusion, suspension, or other event that makes that person an Ineligible Person.

LifeCare also has a policy in place that, if LifeCare has actual notice that an employee, contractor, medical staff member, or vendor has become an Ineligible Person, LifeCare 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 LifeCare to refrain from billing Federal health care programs for items or services furnished, ordered, or prescribed by excluded individuals or LifeCare's liability for overpayment received by LifeCare as a result of billing any Federal health care program for such items or services.)

<sup>&</sup>quot;Ineligible Person" shall include an individual or entity who: (i) is currently excluded, debarred, suspended, or otherwise ineligible to participate in the Medicare and Medicaid programs or in Federal procurement or non-procurement 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 is authorized to execute this declaration on behalf of LifeCare

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

Executed on this 67 day of JUNE

Dan Lacy

Vice President and Corporate Compliance Officer

LifeCare Holdings, Inc.

# **OVERPAYMENT REFUND**

TO BI	E COMPLETED BY MEDICAR	E CONTRACTO	OR	
Date:	Data of Donasit			
Contractor Deposit Control #	Phone #			
Contractor Address.	FIIODE #_	<del></del>		
Contractor Fax:			<del></del>	
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TO BE	COMPLETED BY PROVIDER	PHYSICIANIS	IDDI TED	
Please complete and forward	to Medicare Contractor. This forming every voluntary refund so that re	n or a similar do	OFFICER	ha falla via a
information, should accompa	inversive voluntary refund so that r	ecoint of chaok is	cument containing t	ne jouowing
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For each Claim, provide th	o following:			
Dottomt Nomes		mo	•	
Medicare Claim Number		HIC #		
Reason Code for Claim Adjustmen	Claim Amount Refund t:(Select reason code from list belo	led \$	mon alaim\	
	(Beleet reason code from fist beig	Jw. Use one reason	per ciaim)	
(Please list)	<u>all</u> claim numbers involved. Atta	ah canamata ahaa	+ if maaaaaaaa	
(2 00000 0000	The claim numbers involved. Atta	on separate sneet	, ij necessary)	
Note: If Specific Patient/H.	IC/Claim #/Claim Amount data	una munitable fee	m11 m1 m2 m m 1 m m	
Sampling place in	IC/Claim #/Claim Amount data i	noi avaitable for	au ciaims aue to	Statistical
overpayment:	licate methodology and formula	usea to aeterm	ine amount and r	eason for
overpayment.				
For Institutional Position	)			
For Institutional Facilities (Cost Report Year(s)				
Of multiple cost respectively				
Ear Old Departing Description	are involved, provide a breakdown	by amount and co	orresponding cost re	eport year .)
Do you have a Corporate Into	egrity Agreement with OIG?	Yes	No	<u> </u>
Reason Codes:				
Billing/Clerical Error 01 - Corrected Date of Service	MSP/Other Payer Involvement 08 - MSP Group Health Plan Insuranc	Miscellaneous		[
02 - Corrected Date of Service 02 - Duplicate	08 - MSP Group Health Plan Insuranc	e 13 - Insufficient I	Documentation	
03 - Corrected CPT Code				
04 - Not Our Patient(s)	10 - MSP Liability Insurance 11 - MSP, Workers Comp (Including	15 - Services Not	Rendered	
04 - Not Our Patient(s) 05 - Modifier Added/Removed	Black Ling	17 - Other (Please	Snecify)	
06 - Billed in Error	12 - Veterans Administration	2. Odlo: (x 1000)	obaam)	1
07 - Corrected CPT Code				
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