


<p>DEPARTMENT: Compliance</p> <p>POLICY TITLE: CMP02 Compliance Program and Policies & Procedures</p>	 <p>Arizona Priority Care™</p> <p><i>One Goal. One Priority. Your Healthcare.</i></p>	
<p>REVIEWED BY: AZPC Compliance Officer</p>	<p>REVIEW DATE: 11/08/2019</p>	<p>EFFECTIVE DATE: 12/01/2019</p>
<p>APPROVED BY: Compliance Committee</p>	<p>APPROVAL DATE: 11/11/2019</p>	

PURPOSE:

To ensure that the Arizona Priority Care’s (AZPC) Compliance Program and Policies & Procedures are maintained according to all current federal, state and local laws and regulations. All compliance related materials, such as our corporate (Heritage Provider Network) Compliance Plan, which encompasses Standards of Conduct, Policies & Procedures, and training modules, are reviewed and approved by the Board of Directors.

POLICY:

It is AZPC’s policy to comply with all federal, state and local regulations. To ensure that this commitment is met, all AZPC and HPN compliance materials are continually reviewed and updated as regulatory requirements change, or as deemed necessary through routine auditing, monitoring, and identification of risks.

PROCEDURE:

1. The Corporate Compliance Officer, Sub-Committee Members, and AZPC Compliance Officer are responsible for maintaining current knowledge of Compliance requirements including any continued changes in applicable laws, regulations, and other program necessities.
2. The Corporate Compliance Officer and AZPC Compliance Officer will periodically review the Compliance Plan, training materials, and Policies & Procedures to ensure continued compliance with all applicable federal, state and local laws and regulations; this includes reviewing the CMS website (www.cms.gov) at least quarterly to ensure that the most updated materials are being utilized.
3. Any revisions to the HPN or AZPC Compliance Plan, Standards of Conduct, Policies & Procedures, and training modules, due to changes in applicable laws, regulatory requirements, or audit findings, will be reviewed by the Compliance Committee, and approved by the Board of Directors, and updated as applicable, but no less than annually.
4. Changes are immediately communicated to AZPC’s Compliance Officer for dissemination and workforce education.
5. The HPN and AZPC Compliance Program, including the Compliance Plan, Standards of Conduct, Policies and Procedures, and training modules are located on AZPC’s website under “Compliance”.

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DEFINITIONS:

None

REFERENCES:

Heritage Provider Network Policies
42 C.F.R. §§ 422.503(b)(4)(vi)(A)

APPENDICES:

None

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DOCUMENT REVISION LOG

Date	Document Modification (including deletions)	Page(s)	Location
11/2019	Transfer to AZPC template	All	All