

Event Title:

Electronic Medical Records 2024 for Paralegals

Event Date and Time:

May 29, 2024 -- 10:00 AM EDT - 05:00 PM EDT

Event Agenda:

All times are shown in Eastern time.

- I. **Medical Terms Refresher and Useful Research Resources**
10:00 - 10:30, Jean K. Cooper
- II. **EMR (Electronic Medical Records) Systems Architecture**
10:30 - 11:00, Jean K. Cooper
- III. **Requesting Electronic Medical Records (EMRs)**
11:00 - 11:45, Jean K. Cooper
- IV. **Verifying Electronic Medical Records (Don't Overlook Metadata!)**
12:00 - 12:45, Mark R. Brengelman
- V. **Organizing, Managing, and Reviewing EMRs**
12:45 - 1:30, Jean K. Cooper
- VI. **Preparing Medical Chronologies and Summaries**
2:00 - 3:00, Christine M. Flynn
- VII. **HIPAA Compliance and Cybersecurity: Best Practices to Avoid Breaches and Safeguard PHI**
3:15 - 4:00, Tandy Causey
- VIII. **Legal Ethics in Electronic Medical Records Management**
4:00 - 5:00, Tandy Causey
 - A. Technology Competence
 - B. Inadvertent Disclosures
 - C. Safeguarding Confidential Information
 - D. Avoiding the Unauthorized Practice of Law (UPL)

Event Description:

Electronic medical records carry a wealth of information beyond traditional paper medical records. Do you have the tools and skills to take advantage of these new opportunities? This legal course delves into the laws and tactics of obtaining, organizing, and preparing EMRs for trial. Learn to prepare medical chronologies and summaries, get tips for reviewing EMRs, and more. Register today!

- Speak the language of medical records! Get a refresher on the common medical terms and abbreviations.
- Learn how common EMR software systems are structured.
- Ensure you obtain EMRs in their entirety and spot omissions and manipulation.
- Find more effective ways of organizing EMRs.
- Hear the latest on data security and HIPAA PHI protections.

Who Should Attend:

This **advanced level course** is designed to give paralegals the information they need to improve their handling of electronic medical records. Those who should attend include:

- Paralegals
- Legal Technicians
- Legal Assistants
- Legal Support Staff

Event Bio:

Mark R. Brengelman is an attorney at his firm Mark R. Brengelman, Attorney at Law PLLC. He is a distinguished expert in healthcare practitioners licensure law, adept at managing a variety of professional regulatory matters. Mr. Brengelman serves as a registered legislative agent (lobbyist) for the Kentucky Association of Pastoral Counselors. He received his bachelor's and master's degrees in Philosophy from Emory University in Atlanta, culminating in a Juris Doctorate from the University of Kentucky College of Law. As an Assistant Attorney General for Kentucky, Mr. Brengelman served as assigned counsel and prosecuting attorney to numerous health professions licensure boards, further solidifying his comprehensive understanding of administrative and professional law. He is admitted to practice law in Kentucky.

Tandy Causey is director of corporate compliance and privacy officer of Providence Anesthesiology Associates. She focuses her practice on False Claims Act, Anti-Kickback Statute, HIPAA privacy and security, Stark Law, licensure, credentialing, privileging, and other health care legal and compliance matters; medical record documentation sufficiency; coding, documentation, and payer reimbursement. Ms. Causey received her bachelor's degree from Louisiana Tech University and her J.D. degree from Louisiana State University (Paul M. Hebert Law Center). She is a member of the Louisiana State Bar Association, American Health Lawyers Association, Health Care Compliance Association, and American Academy of Professional Coders. Ms. Causey is admitted to practice law in Louisiana.

Jean K. Cooper is a certified legal nurse consultant. Ms. Cooper earned her B.S.N. degree from Sacred Heart University in Connecticut and her M.S.N. degree from the University of Phoenix. She has been a nurse for nearly 40 years, with most of that time spent in critical care. Ms. Cooper worked for 32 years in the VA healthcare and has also been a nurse manager and health care program manager. She has been a licensed nurse consultant for more than 10 years. Ms. Cooper was a member of the American Association of Legal Nurse Consultants (past chair, Education Committee; past president, Phoenix Chapter).

Christine M. Flynn is a litigation paralegal at Haggerty, Goldberg, Schleifer & Kupersmith, P.C. She has 30 years of experience in the field. Ms. Flynn handles assignments from managing partner and three attorneys on personal injury cases. Duties include file maintenance, completing investigation, daily client interaction, intakes, monitoring deadlines; as well as liens, coordinating medical and vocational evaluations, preparing responses to discovery requests, digesting depositions, preparing medical overviews, drafting demand packets, settlement, mediation and arbitration memos; as well as trial memos and exhibits in all aspects of trial preparation. Ms. Flynn is a member of The Philadelphia Association of Paralegals (chair of the Pro Bono, Programs and

Professional Development committees), National Federation of Paralegal Associations (Pro Bono coordinator), American Bar Association (liaison for the Standing Committee on Pro Bono and Public Service, Standing Committee for the State of the Paralegal Profession), Paralegal Studies Advisory Board at the Community College of Philadelphia, American Association for Justice (chair of Paralegal Committee), Pennsylvania Association for Justice (chair of Paralegal Committee) and the Philadelphia Bar Association.