Medibill **RCM**
Medical Billing Made Easy

2025 MEDICAL BILLING COMPLIANCE CHECKLIST: STAY AUDIT-READY & AVOID PENALTIES

1. HIPAA & DATA SECURITY

☑ Conduct annual HIPAA risk assessments.

☑ Encrypt all electronic Protected Health Information **(ePHI)**

☑ Update access controls for EHR/EMR systems (multi -factor authentication).

☑ Train staff annually on HIPAA privacy and security rules.

☑ Maintain breach notification protocols (report breaches affecting 500+ individuals within 60 days).
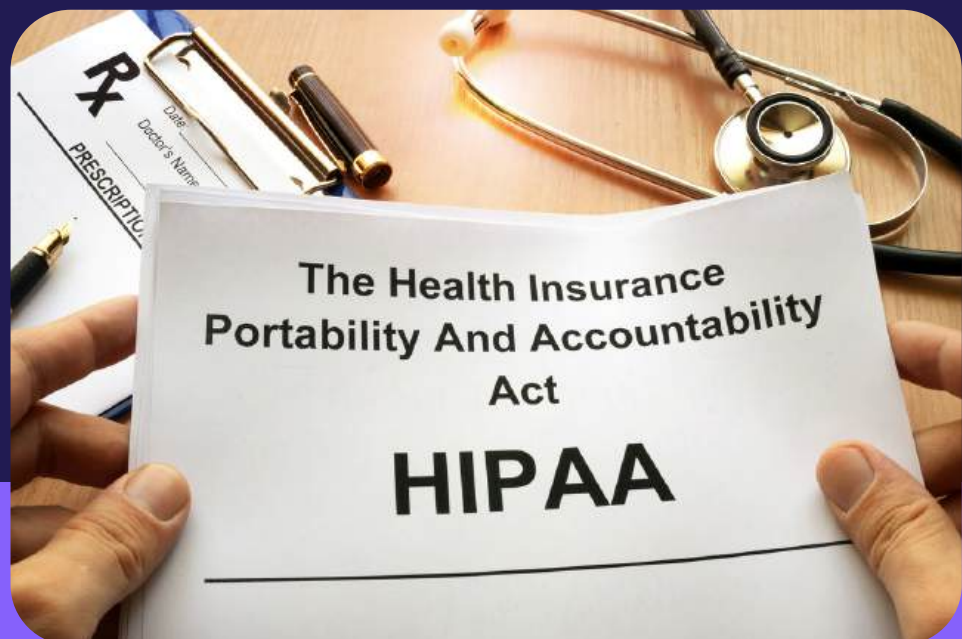
2. CODING ACCURACY

☑ Use ICD-10-CM 2025 updates (no U.S. transition to ICD-11 confirmed).

☑ Use CPT 2025 code sets (AMA annual updates).

☑ Avoid upcoding, undercoding, or unbundling of services.

☑ Ensure documentation supports medical necessity for all billed codes.

☑ Review coding changes from CMS and AMA quarterly.

☑ Utilize AI coding tools with human oversight for accuracy.

3. DOCUMENTATION STANDARDS

☑ **Verify all services** are documented in real-time within **EHR systems.**

☑ Ensure provider signatures and dates on all orders and notes.

☑ Conduct random chart audits monthly for missing/incomplete records.

☑ Align documentation with CMS's **2025 Evaluation and Management (E/M) Guidelines.**

4. REGULATORY UPDATES

☑ Monitor **2025 Medicare Physician Fee Schedule (MPFS)** updates.

☑ Comply with **No Surprises Act** requirements for patient cost estimates.

☑ Review state-specific Medicaid billing rules (e.g., prior authorization changes).

☑ Implement CMS's **2025 Telehealth Billing Guidelines** (if applicable; verify final rules).

5. FRAUD & ABUSE PREVENTION

☑ Screen employees/vendors via the **OIG Exclusion List** quarterly.

☑ Establish a compliance officer and anonymous reporting hotline.

☑ Perform internal audits for red flags (e.g., duplicate claims, unbundling).

☑ Submit annual Medicare Advantage **RADV audits**.

6. PAYER-SPECIFIC COMPLIANCE

☑ Confirm **Medicare PTAN** revalidation deadlines (every 3-5 years).

☑ Update fee schedules for private insurers (e.g., Aetna, UnitedHealthcare).

☑ Verify prior authorization requirements for high-cost procedures.

☑ Resolve denied claims within 30 days; track denial trends.

7. TECHNOLOGY & CYBERSECURITY

☑ Prepare to upgrade EHR systems pending **final 2025 ONC Certification Criteria**.

☑ Conduct penetration testing for billing software annually.

☑ Backup billing data daily to HIPAA-compliant cloud storage.

☑ Train staff on phishing/scam prevention quarterly.

8. PATIENT TRANSPARENCY

☑ Provide clear, itemized bills with plain-language descriptions.

☑ Offer upfront cost estimates for non-emergency services (No Surprises Act).

☑ Publish financial assistance policies on your website.

☑ Resolve billing disputes within 15 business days.

9. STAFF TRAINING

☑ Mandate annual compliance training for billing/coding staff.

☑ Train providers on 2025 coding/documentation updates.

☑ Certify coders through **AAPC or AHIMA** for 2025 credentials.

☑ Document all training sessions with sign-in sheets or digital logs.

10. AUDIT PREPAREDNESS

☑ Schedule quarterly internal audits focusing on high-risk areas.

☑ Prepare for CMS **Targeted Probe and Educate (TPE)** audits.

☑ Retain records for **7-10 years** (per federal/state requirements).

☑ Create a corrective action plan (CAP) for audit findings.

Want more practical checklists like this?

👉 **Follow for weekly updates on compliance, billing, and healthcare ops**.

💬 Comment your thoughts

👍 Like if this was helpful

🔁 Repost to share with your network

📌 Save to reference later