

Medical Inspectors:

The Audit and Inspection Committee (AIC), in conjunction with the Audit and Investigations Branch of the Ministry of Health, is looking for Medical Inspector (MI) candidates.

MIs are part of a pool of physicians who may be called upon to conduct an audit, if there is one relevant to their specialty.

The AIC will consider any interested physicians, but is particularly seeking physicians in the Sections listed below:

- Radiology
- Physicians with Opioid Agonist Treatment (OAT) or Addictions practices (Family Medicine or Psychiatry)
- Pain Medicine
- General Internal Medicine and subspecialties, especially:
 - Nephrology
 - Endocrinology
- Infectious Disease
- Neurosurgery
- Family Medicine
- Plastic Surgery
- Sleep Medicine
- Anesthesiology
- Psychiatry

***A Resume/CV is required for all candidates.**

MIs are appointed by the AIC under the Medicare Protection Act (the *Act*) to inspect medical records to assess compliance with the Medical Services Commission (MSC) Payment Schedule, the *Act* and the Regulations.

Conditions of Appointment

Candidates must:

- Have a minimum of five years' experience in the applicable specialty
- Be an active registrant with the College of Physicians and Surgeons of BC (CPSBC)
- Have practices which are consistent with the patterns of billing in the practitioner's section
- Be supportive of the policies and principles of the Patterns of Practice Committee and licensing body
- Be able to exercise sound judgment
- Have an understanding and knowledge of the MSC Payment Schedule
- Not be subject to circumstances which could give rise to a conflict of interest
- Have a minimum of three years' experience billing fee for service in BC

By submitting an application, the applicant consents to a review of their recent billings and mini-profile information to ensure the above conditions have been met, and that the applicant's status with CPSBC will be confirmed to ensure good standing. The CPSBC will be advised of successful applicants.

Compensation:

- MIs are paid an hourly rate derived from the hourly equivalent of the Doctors of BC's sessional rate for Family Physicians or Specialists.
- MIs also receive compensation for eligible travel expenses.

Medical Inspectors are required to:

- Sign a three-year general services agreement with the Ministry of Health to provide contracted services as a MI
- Attend an orientation and training session (paid)
- Maintain independence at all times, and maintain confidentiality including as required by section 49 of the *Act*
- Work as part of a team while on site
- Attend on-site audits, which may include travel and stay at accommodations outside the MI's city (length varies from three to five days)
- Inspect medical records, make determinations about compliance with the MSC Payment Schedule, and flag any quality of care concerns
- Have an "exit interview" with the Auditee to clear any unanswered questions or to obtain explanations of billing issues
- Review and sign final audit reports
- Act as a witness before a panel established under the *Act*, if necessary.

FAQ:

1. What is the overall time commitment?

- There is not a set number of audits that are assigned per year. Typically, our MIs conduct anywhere from 0 to 3 audits per year.
- Approved MIs are placed on a call list. If there is an audit relevant to their specialty, then they may be called and asked if they are available to conduct the audit.
- MIs are asked to be available for 3 to 5 days during the on-site portion of each audit. As this duration of time is challenging to schedule into a clinical practice, our MIs are provided advance notice of a pending audit, and audit timelines are primarily based on the MI's schedule and availability.

- The time commitment of each audit can vary substantially, from a low of about 40 hours to a high of 110 hours (rarely). Depending on the MI's preference and how much work is left after the on-site visit, MIs are supported to work remotely, or in our offices in Victoria to complete the audits. The time spent on the audit after the on-site visit is structured entirely based on the MIs availability. This could include scheduling a few additional days of audit work up to 1 to 2 months after the onsite visit, or they may choose to work on the file gradually a few hours a week. In most cases, MIs can expect to spend 60-70 hours of time (in total, excluding travel) for each audit.

2. Is travel expected and is travel time paid?

- Travel is often required for on-site audits, but the MIs will be advised of audits and will have the option to participate or decline.
- Travel time is paid at the typical hourly rate in the contract, which is consistent with sessional rates.

3. What does an MI do?

- MIs adjudicate medical records to determine if MSP claims are justified.
- The MI documents whether claims are appropriate or in error. They also classify any errors and provide comments regarding the errors. The MI also completes a short questionnaire to provide a summary of the overall findings and to identify the primary concerns, if any. A detailed orientation about this process is provided to the MIs in advance of being assigned any audits. The time spent on the orientation is also paid.

4. Who drafts the final audit report?

- Using the MIs adjudications and documentation, an auditor from the Billing Integrity Program (BIP) drafts the audit report. These reports are reviewed by BIP staff, including a physician, before the draft audit report is sent to the MI. The MI is asked to review the report and make any changes, if necessary. The MI has final say over all medical opinions contained within the audit report.

If you meet the criteria and are interested in becoming a Medical Inspector, please send your Resume / CV to:

Tara Hamilton
Senior Advisor, Audit
and BillingDoctors of BC
P: 604-638-2829
E: thamilton@doctorsofbc.ca