

**HACKETTSTOWN REGIONAL MEDICAL CENTER
ADMINISTRATIVE POLICY MANUAL**

ORGANIZATIONAL INTEGRITY PROGRAM

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Effective Date: 11/07

Cross Referenced:

Reviewed Date: 05/10

Revised Date: 05/10

Policy No: AD75

Origin: Chief Privacy Officer

Authority: Chief Operating Officer

Page: 1 of 2

PURPOSE:

To incorporate the Adventist HealthCare Organizational Integrity Program into Hackettstown Regional Medical Center's practices.

POLICY:

Hackettstown Regional Medical Center will apply the Adventist HealthCare Organizational Integrity Program policies as follows:

Organizational Integrity Program Overview: AHC 4.1 -

<https://intranet.adventisthealthcare.com/policiesandprocedures/Corporate/Organizational%20Integrity%20Program/AHC%204.1.pdf>

Physician Recruitment: AHC 4.10 –

<https://intranet.adventisthealthcare.com/policiesandprocedures/Corporate/Organizational%20Integrity%20Program/AHC%204.10.pdf>

Legal Review of Contracts: AHC 4.11 –

[https://intranet.adventisthealthcare.com/policiesandprocedures/Corporate/Organizational Integrity Program/AHC 4.11 Exh E.pdf](https://intranet.adventisthealthcare.com/policiesandprocedures/Corporate/Organizational%20Integrity%20Program/AHC%204.11%20Exh%20E.pdf)

Organizational Integrity Program Reporting Process: AHC 4.12 -

[https://intranet.adventisthealthcare.com/policiesandprocedures/Corporate/Organizational Integrity Program/AHC 4.12.pdf](https://intranet.adventisthealthcare.com/policiesandprocedures/Corporate/Organizational%20Integrity%20Program/AHC%204.12.pdf)

Investigations and Corrective Action: AHC 4.13 -

[https://intranet.adventisthealthcare.com/policiesandprocedures/Corporate/Organizational Integrity Program/AHC 4.13.pdf](https://intranet.adventisthealthcare.com/policiesandprocedures/Corporate/Organizational%20Integrity%20Program/AHC%204.13.pdf)

Guidelines on accepting Gifts & Entertainment: AHC 4.15 -

[https://intranet.adventisthealthcare.com/policiesandprocedures/Corporate/Organizational Integrity Program/AHC 4.15.pdf](https://intranet.adventisthealthcare.com/policiesandprocedures/Corporate/Organizational%20Integrity%20Program/AHC%204.15.pdf)

Refunding Overpayments: AHC 4.16 -

<https://intranet.adventisthealthcare.com/policiesandprocedures/Corporate/Organizational%20Integrity%20Program/AHC%204.16.pdf>

New Employee Code of Conduct Orientation: AHC 4.17 -

<https://intranet.adventisthealthcare.com/policiesandprocedures/HRMC/Admin - Administration/AD075.pdf>

Charitable Fundraising Activities: AHC 4.18 -

<https://intranet.adventisthealthcare.com/policiesandprocedures/Corporate/Organizational Integrity Program/AHC 4.18.pdf>

Prohibition on Employment or Doing Business of Excluded Individuals or Entities: AHC 4.19 -

<https://intranet.adventisthealthcare.com/policiesandprocedures/HRMC/Admin - Materials Management/MM19.pdf>

Identity Theft Protection Program: AHC 4.21 -

<https://intranet.adventisthealthcare.com/policiesandprocedures/HRMC/Admin - Corporate/AHC 4.21 HRMC.pdf>

Conflicts of Interest: AHC 4.4 -

<https://intranet.adventisthealthcare.com/policiesandprocedures/HRMC/Admin - Corporate/AHC 4.4 HRMC.pdf>

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HIPAA Policy: AHC 4.5 –

<https://intranet.adventisthealthcare.com/policiesandprocedures/Corporate/Organizational Integrity Program/AHC 4.5.pdf>

Professional Courtesy Discounts/Waivers of Co-Payments and Deductibles: AHC 4.8 -

<https://intranet.adventisthealthcare.com/policiesandprocedures/Corporate/Organizational Integrity Program/AHC 4.8.pdf>

Legal Assistance / Investigations and Litigation: AHC 4.9 -

<https://intranet.adventisthealthcare.com/policiesandprocedures/Corporate/Organizational Integrity Program/AHC 4.9.pdf>

OIP Handbook and Code of Conduct: AHC-OIP-COC -

<https://intranet.adventisthealthcare.com/policiesandprocedures/Corporate/Organizational Integrity Program/AHC-OIP-COC.pdf>

OIP Handbook and Code of Conduct for Medical Staff: AHC-OIP-COC-MS -

<https://intranet.adventisthealthcare.com/policiesandprocedures/Corporate/Organizational Integrity Program/AHC-OIP-COC-MS.pdf>

OIP Handbook and Code of Conduct (Spanish): AHC-OIP-COC-S -

<https://intranet.adventisthealthcare.com/policiesandprocedures/Corporate/Organizational Integrity Program/AHC-OIP-COC-S.pdf>

Overview of Federal False Claims Act: AHC-OIP-COC-T -

<https://intranet.adventisthealthcare.com/policiesandprocedures/Corporate/Organizational Integrity Program/AHC-OIP-COC-T.pdf>

OIP Employee Orientation Presentation: AHC-OIP-EE -

<https://intranet.adventisthealthcare.com/policiesandprocedures/AHC-OIP-EE.pdf>

Frequently Asked Questions on Accepting Gifts & Entertainment: AHC-OIP-FAQ -

<https://intranet.adventisthealthcare.com/policiesandprocedures/Corporate/Organizational Integrity Program/AHC-OIP-FAQ.pdf>

FAQ on the Prohibition on Physician Courtesy: AHC-OIP-FAQ2 -
[https://intranet.adventisthealthcare.com/policiesandprocedures/Corporate/Organizational Integrity Program/AHC-OIP-FAQ2.pdf](https://intranet.adventisthealthcare.com/policiesandprocedures/Corporate/Organizational%20Integrity%20Program/AHC-OIP-FAQ2.pdf)

AHC List of Local Integrity Officers: AHC-OIP-LIO -

[https://intranet.adventisthealthcare.com/policiesandprocedures/HRMC/Admin - Administration/AD075.pdf](https://intranet.adventisthealthcare.com/policiesandprocedures/HRMC/Admin%20Administration/AD075.pdf)

AHC List of Chief Privacy & Security Officers: AHC-OIP-LIO-CPSO -

[https://intranet.adventisthealthcare.com/policiesandprocedures/HRMC/Admin - Administration/AD075.pdf](https://intranet.adventisthealthcare.com/policiesandprocedures/HRMC/Admin%20Administration/AD075.pdf)

Organizational Integrity Committee Charter: OIC Charter -

[https://intranet.adventisthealthcare.com/policiesandprocedures/Corporate/Organizational%20Integrity %20Program/OIC%20Charter.pdf](https://intranet.adventisthealthcare.com/policiesandprocedures/Corporate/Organizational%20Integrity%20Program/OIC%20Charter.pdf)

All OIP Policies are found in the Policy & Procedure section of the AHC Intranet under “Organizational Integrity Program.”