

THE CENTER FOR FAMILY SUPPORT, NJ

Corporate Compliance Policy

I. Purpose:

To establish policies and procedures for all employees and contractors or agents regarding the Deficit Reduction Act of 2005 and to provide detailed information about compliance with all federal and State laws on false claims; fraud, waste and abuse; and whistleblower protections to prevent and detect fraud, waste and abuse in Medicaid and other federally funded programs.

II. Standards:

The standards for this policy are derived from the [Deficit Reduction Act \(DRA\) of 2006](#). This federal regulation places emphasis on fraud detection and protection. DRA also requires training and education of staff in the False Claims Act and Whistleblower provisions. CFS policies and practices address and are consistent with the stipulations of the DRA.

III. Applicable Laws:

1. [The False Claims Act, 31 U.S.C. § 3729 et seq.](#), is a federal law designed to prevent and detect fraud, waste and abuse in federal healthcare programs, including Medicaid and Medicare. Under the False Claims Act, anyone who knowingly submits false claims to the Government is liable for damages.

2. [Whistleblower or “Qui Tam” Provisions and Protections, 31 U.S.C. § 3730 \(h\)](#)

Under this provision, The Center for Family Support NJ will not take any retaliatory action against an employee if the employee discloses certain information about CFS policies, practices, or activities to a regulatory, law enforcement, or other similar agency or public official. Protected disclosures are those that assert that CFS is in violation of a law that creates a substantial and specific danger to the public health and safety or which constitutes health care fraud under the law or that assert that, in good faith, the employee believes constitute improper quality of care.

3. [Federal Program Fraud Civil Remedies Act, 31 U.S.C 3801-3812](#), provides federal administrative remedies for false claims and statements, including those made to federally funded health care programs. The amount of the false claims penalty is adjusted periodically for inflation in accordance with a federal formula.

IV. Policies and Procedures:

The Center for Family Support, NJ’s comprehensive compliance program contains the following elements:

1. Development and distribution of written standards of conduct that clearly delineates commitment to compliance by all employees;
2. The designation of a Corporate Compliance Officer (CCO);
3. The Development of a Compliance Committee;
4. The development and implementation of regular, effective education and training programs for all employees;

5. The maintenance of an external hotline system, and other forms of communication, to ensure protection of anonymity of complainants and to protect whistleblowers from retaliation;
6. The use of audits and/or other evaluation techniques to monitor compliance and assist in the reduction of identified problem area;
7. The investigation and remediation of identified systemic problems and the non-employment or retention of sanctioned employees.

V. Training

The Center for Family Support, NJ will communicate its compliance policies, including our Code of Conduct/ Conflicts of Interest policy through required training initiatives to all employees, Board members, contracted practitioners, and vendors. Training will be conducted by the Corporate Compliance Officer, Agency Trainer and/or QA Compliance personnel during orientation and minimally annually thereafter on any modifications or updates. All employees and Board Members are required to attend annual refresher courses.

VI. Monitoring of Implementation

The Center for Family Support, NJ is committed to maintaining and measuring the effectiveness of our Compliance policies and standards through internal monitoring and auditing systems reasonably designed to detect noncompliance by its employees and agents. CFS shall require the performance of regular, periodic compliance audits by internal QA personnel and/or external auditors who have expertise in federal and state health care statutes, regulations, and health care program requirements. All complaints will be investigated to the fullest extent possible. Results of all audits and investigations will be shared with the executive staff and Corporate Compliance / Risk Assessment Committee.

VII. Enforcement

This Corporate Compliance Policy will be consistently enforced through appropriate disciplinary mechanisms including, if appropriate, discipline of individuals responsible for failure to detect and/or report noncompliance.

The CFS Executive Director has appointed an agency Sr. Staff member to be the agency Corporate Compliance Officer (CCO) to design, implement and monitor the agency Corporate Compliance Plan in concert with the executive personnel, other Senior Management staff and the CFS Board of Directors. The Executive Director in concert with the Board of Directors will appoint another qualified person with sufficient and appropriate finance experience, knowledge and credentials to audit and review agency financial records and procedures. This person will report all findings to the full Board of Directors.

VIII. Agency Response

Detected noncompliance, through any mechanism, i.e., compliance auditing procedures and/or confidential reporting, will be responded to in an expedient manner. The Center for Family Support, NJ is dedicated to the resolution of such matters and will take all reasonable steps to prevent further similar violations, including any necessary modifications to the Corporate Compliance Plan.