

October 11, 2019

State Board of Chiropractic Examiners

To Whom It May Concern:

This letter is to state that as Director of Parker Professional Programs, I have reviewed the speakers below and determined that they are post-graduate level instructors, through a curriculum vitae or resume, and they have knowledge, training and expertise in the topics to be covered for “Document the Way the Auditor Wants You To”. The documentation appears to fall within chiropractic guidelines of the various state boards.

Parker University
Continuing Education
2540 Walnut Hill Lane
Dallas, Texas 75229
www.parker.edu

Evan Gwilliam, DC

Please contact me if further information is needed, my direct phone number is 214-902-3492, or via email at pfrase@parker.edu.

Sincerely,



Phyllis Frase-Charrette
Director of Professional Programs

METHOD OF CERTIFYING IN ONLINE ACTIVITIES

1. **Name of Course:** Document the Way the Auditor Wants You To
2. **Organization Sponsoring the Course:** Parker University
3. **Course Objective:** To enhance the expertise of the Chiropractic Professional.
4. **Study Hours Required:** 1 Online
5. **Instructor(s):** Evan Gwilliam, DC
6. Educational background and experience of instructor(s) is on file in the University offices.
7. **Attendance Verification Method and Certifying Officer:** FL Licensees are required to provide a valid driver's license to be awarded CE. The Online presentation is delivered via web pages in which the participant must review anatomy images, read supporting text, listen to audio instruction, and answer test questions. The time the participant spends on each page is logged and tracked. In addition, the test questions must be passed, or the participant cannot continue on to the following pages. The computerized log files that track the participant's access time and usage will be utilized to validate the attendance and participation. The instructors will be available for questions via e-mail. Upon successful completion, Parker University Continuing Education Department will maintain and distribute attendance records.
8. **Textbooks and/or Equipment Required:** Internet
9. **Outline of Material Covered:** Attached
10. **Location(s):** Computer/Internet Based
11. **Date(s):** Based upon date of actual completion

Document the Way the Auditor Wants You To

Evan M. Gwilliam DC MBA BS CPC CCPC QCC CPC-I MCS-P CPMA CMHP

1 Hour

Course Description

"Do you live in fear of what the payor or regulator may find in your records? Are you worried that an insurance company will demand that you send them back tens of thousands of dollars? There is no need to fear any longer. Dr. Gwilliam, Clinical Director for PayDC Software and Certified Professional Medical Auditor, will teach you how to give the payers exactly what they want without adding hours of administrative work to your day so that you can keep treating patients the way you want. After this thrilling presentation, you will leave with specific action steps and tools you can use to rest easy and reduce your anxiety."

Course Objectives

- Learn how to use all of the links in the "Chain of Medical Necessity" to prove that your care is payable
- Understand the "Episode of Care Journey" and how it will help you communicate with third parties
- Standardize and streamline your documentation strategy

Course Outline

15 Mins - Review medical necessity definitions and its application

15 Mins - Review the difference between the requirements for evaluations and treatment visits

15 Mins - Look at sample documentation that shows how to create effective records

15 Mins - Review the things that auditors and payers are looking for in chiropractic records

Evan M. Gwilliam DC MBA BS

CPC CCPC QCC CPC-I MCS-P CPMA CMHP Fellow

360-904-0205 • 801-692-7278 X117 • DrG@ChiroCode.com • 62 E 300 N • Spanish Fork, UT 84660

Experienced physician and certified insurance coder and auditor

Dr. Gwilliam, Clinical Director for PayDC Chiropractic Software, graduated from Palmer College of Chiropractic as Valedictorian and is a Certified Professional Coding and ICD-10 Instructor, Medical Compliance Specialist, and Certified Professional Medical Auditor. Because he is also a clinician with a Bachelor's degree in accounting and a Master's of Business Administration he is a sought-after seminar speaker. He provides expert witness testimony, medical record audits, consulting, and online courses for health care providers and has authored and contributed to reference books and articles for multiple publications.

Education & Certifications

Bachelors of Science, Accounting, 2000	Brigham Young University
Doctor of Chiropractic, Valedictorian, 2003	Palmer College of Chiropractic
Masters of Business Administration 2013	Broadview University
Certified Professional Coder, magna cum laude, 2011	American Academy of Professional Coders
Nationally Certified Insurance Coding Specialist, 2011	National Center for Competency Testing
Certified Chiropractic Professional Coder, 2012	American Academy of Professional Coders
ChiroCode Certified Chiropractic Professional Coder, 2012	ChiroCode Institute
Certified Professional Coder – Instructor, 2013	American Academy of Professional Coders
Medical Compliance Specialist – Physician, 2013	Medical Compliance Training
Certified Professional Medical Auditor, 2013	American Academy of Professional Coders
Certified ICD-10 Instructor, 2013	American Academy of Professional Coders
Certified MACRA/MIPS HealthCare Professional, 2016	4Med Approved
Fellow, 2017	American Academy of Professional Coders

Career History

PayDC SOFTWARE, Huntingdon Valley, PA	Clinical Director, 2017 to present
<ul style="list-style-type: none">• Provide clinical guidance on software features• Educate providers through training• Promote product	
FINDACODE/CHIROCODE, Spanish Fork, UT	Executive Vice President, 2012 to 2017
<ul style="list-style-type: none">• Manage content for online and print materials• Conduct training on location and via webinars• Consult with clients on coding, compliance, and documentation issues• Manage strategic relationships• Oversee subject matter expert team and other staff	
VYNE EDUCATION, Nashville, TN	Speaker/Lecturer, 2011 to present
<ul style="list-style-type: none">• Teach documentation and coding seminars around the country• Create six hours of curriculum for physicians and coders	
MOUNTAINLAND APPLIED TECHNOLOGY COLLEGE, Lehi, UT	Instructor, Medical Coding, 2011 to 2013

- Designed curriculum for adult students
- Prepared students for Certified Professional Coder national exam

ALPINE SPINAL REHABILITATION, Provo, UT Associate Doctor, 2010-2011

- Provided patient care

CAMAS CHIROPRACTIC CENTER, Camas, WA Doctor/Owner, 2003-2010

- Patient care
- Coding, billing, and all other aspects of small business

Other Affiliations

Member, Instructor, 2011-present	American Academy of Professional Coders
Member, 2011-2016	National Center for Competency Testing
Editorial Board, 2012-2017	ICD10Monitor.com
Member, 2012-present	Utah Chiropractic Physicians Association
Member, 2013-2015	American Chiropractic Association
Webinar Education Faculty, 2013-present	National Alliance of Medical Auditing Specialists
Board Member, 2013-2017	Council on Chiropractic Guidance and Practice Parameters
Speaker's Bureau, 2014-2017	ChiroTouch Software
Speaker's Bureau, 2014-present	ChiroHealthUSA
Editorial Board, 2014-2015	Billing and Coding Advantage Magazine
Post Graduate Faculty, 2015-2016	National University of Health Sciences
Editorial Review Board, 2015-2016	Journal of the Academy of Chiropractic Orthopedists
Speaker's Bureau, 2016-present	NCMIC Insurance
Speaker's Bureau, 2016-present	Infinedi Health Solutions

Speaking and Teaching Experience

Topics include coding, auditing, compliance, anatomy, and documentation

- Hundreds of live events from 2 hours to 12 hours since 2012 (complete list with references available)
- Hundreds of webinars for dozen of groups (complete list available)

Publications

Books:

- 2013, 2014, 2015, 2016, 2017, and 2018 *ChiroCode DeskBook* – author/editor
- Complete and Easy *ICD-10 Coding for Chiropractic*, 2nd edition, 2016, 2017, and 2018 editions – author / editor
- ICD-10 Specialty books, *InstaCode* – contributor / reviewer / editor
- *HIPAA Complete and Easy*, 4th edition - contributor / reviewer / editor

Articles:

- Dozens for multiple publications in chiropractic and medical coding (complete list available)

ONLINE CE ATTENDANCE CERTIFICATE

Name: _____

Title: Online: XXXX

Address: _____

Course # XXXX

Date: XXXX

City: _____ **State:** _____ **Zip:** _____

Location: Online

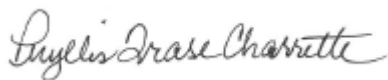
STATE [only one per voucher]: _____ **YOUR STATE LICENSE #:** _____

DO NOT WRITE BELOW THIS BOX

Completion Date	Class Hours	Course Title	Instructor
XX/XX/XX			

TOTAL HOURS ATTENDED: _____

Board Approval No. _____



Phyllis Frase Charrette
Director, Parker Professional Programs

This certificate is to acknowledge your completion of the Online Continuing Education course shown above. This copy is for your records and can be submitted to your board of licensing. Please Note: Verify the information is correct upon receipt – discrepancies will only be accepted up to 6 months after the closing date of the course. Please keep this certificate in a secure place. Any replacement, copy, or fax will incur a \$25 fee per certificate.



These Questions are delivered via the Parker Seminars mobile App.

Quality Feedback Survey

Course Name: _____

Date: _____ Location: _____

How did you hear about this Course?

Parker Brochure School E-mail Referral Parker Web Site Other _____

Please score each speaker on an “A to E” scale, with “A” Extremely Satisfied and “E” being Extremely Dissatisfied.

How would you rate this speaker

a b c d e

Rate the overall content of the session:

a b c d e

Rate the classroom & facilities:

a b c d e

Please add any additional comments:

a b c d e

Is there a certain speaker or topic you would like to see next time?:

a b c d e

12) What topics would be of interest to you for future classes?

Comments:

THANK YOU FOR YOUR FEEDBACK!

The purpose of this quality feedback survey is to provide information to the Instructors and to Parker University about extant standards of performance. **Your response will be held in confidence. You will not be identified in any way by reference to your response. For additional complaints or concerns regarding this program please contact Parker University at 800.266.4723.** Parker University will share the outcomes of this evaluation with the Instructor, and will keep a copy on file in the Continuing Education Office to demonstrate compliance with accreditation standards and requirements.