

KAY SCOTT, CHC, CHSP

Lake Orion, MI · (734) 709-6715

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Proactive, goal-oriented healthcare professional with a strong background in home health and hospice compliance. Certified in Healthcare Compliance (CHC) and Certified Healthcare Safety Professional (CHSP) with Lean credentials and a passion for healthcare compliance.

SKILLS

- Policy Development/Management
- Performance Improvement
- Survey Preparedness
- Stark/Anti-Kickback
- Risk Assessment
- Project Management
- Education & Training
- Contract Management
- Emergency Management
- Employee Safety

EXPERIENCE

JUNE 2022 – PRESENT

COMPLIANCE LEAD, ALEDADE, INC.

- Contribute to the development and execution of the annual Corporate Compliance work plan
- Mitigate organizational risk by ensuring adherence to government rules and regulations
- Develop and implement compliance policies and procedures
- Conduct thorough compliance investigations to identify and address any potential violations
- Design and deliver creative, engaging compliance education and training programs to enhance employee understanding and adherence.
- Assess and resolve compliance issues and concerns promptly to maintain a culture of integrity.
- Managed and mentored direct reports, effectively communicating expectations, and supporting their skill development.

NOVEMBER 2021 – MAY 2022

COMPLIANCE MANAGER, BSHS SYSTEM (BEAUMONT HEALTH)

- Review and approve physician contracts, focusing on conflict of interest, Stark/Anti-Kickback concerns, and exclusion from government programs
- Maintain contract management system for physician contracts
- Lead the Conflict of Interest program
- Assist with reporting and activities required by the Corporate Integrity Agreement (CIA)
- Review policies and procedures related to CIA compliance

NOVEMBER 2018 – JULY 2021

COMPLIANCE AND SAFETY MANAGER, GRAHAM HEALTHCARE GROUP

- Lead Safety and Emergency Management programs
- Draft Compliance and Safety policies, including Emergency Management Plan
- Conduct compliance risk assessment and develop annual work plan
- Develop and provide Compliance and Safety education to leadership and staff in-person, via webinar, through LMS modules
- Draft quarterly newsletter on compliance and safety issues

- Maintain departmental intranet pages using SharePoint
- Facilitate review and revision all company policies and maintain archive
- Collaborate with team members and operational leadership to ensure all branches are survey ready (ACHC, State) at all times
- Manage projects including:
 - implementation of PPE inventory control system at onset of pandemic
 - development of emergency management program across all service lines in three states which involved integration of new acquisition
 - improved policy database to ensure availability to field staff and ease of use
 - establishment of policy review program, integrating new acquisitions
- Develop and implement a comprehensive employee safety program, including targeted initiatives to mitigate common worker injuries
- Facilitate emergency exercises (full-scale, tabletop) and routine safety drills
- Procured all essential COVID-19 PPE
- Coordinated COVID-19 vaccination of front-line staff

JULY 2015 – NOVEMBER 2018

COMPLIANCE SPECIALIST, MCLAREN HEALTH MANAGEMENT GROUP

- Assist with oversight of compliance, contract management, safety, and patient feedback
- Contract management, from request, review, execution, and entry into management system
- Prepare audit and compliance reports
- Draft and implement compliance and safety policies and procedures
- Conduct staff education on compliance, contract initiatives, and safety
- Conduct HIPAA breach assessments and HIPAA Security walkthroughs
- Manage projects including:
 - Development of system to screen physicians and vendors for exclusion
 - Initiation of emergency preparedness program to align with new CMS regulation
 - Distracted Driving initiative

EDUCATION

MASTER OF SCIENCE IN HEALTH CARE MANAGEMENT, UNIVERSITY OF MICHIGAN-FLINT

Anticipated graduation December 2023

BACHELOR OF APPLIED SCIENCE – HEALTHCARE ADMINISTRATION, UNIVERSITY OF MICHIGAN-FLINT

Graduated with honors

CERTIFICATIONS/ACTIVITIES

- Certified in Healthcare Compliance (CHC), expires 10/24/2023
- Certified Healthcare Safety Professional (CHSP), expires 6/30/2024
- LEAN – Lean Learning Center
- Member of Health Care Compliance Association (HCCA)
- Orion Township Public Library Friend and volunteer