

# **SPECIALTY PHYSICIAN PRACTICE DISPENSING v.1.0**

#### **RISK MANAGEMENT**

RM 1: Regulatory Compliance RM 1-1: Regulatory Compliance and Internal Controls RM 1-2: Policy Addressing Reporting of Violations RM 2: Business Continuity Risk Management RM 2-1: Business Continuity Plan RM 2-2: Physician Practice Emergency Management Plan RM 2-3: Business Continuity Plan Testing RM 3: Information Systems Risk Management RM 3-1: Information Systems Risk Assessment and Reduction

## CONSUMER PROTECTION AND EMPOWERMENT

**CPE 1: Protection of Consumer Information** CPE 1-1: Privacy and Security of Consumer Health Information **CPE 1-2: Information Management CPE 2: Healthcare Ethics** CPE 2-1: Not Applicable CPE 2-2: Ethical Healthcare Practices CPE 2-3: Monitoring and Oversight of Ethical Healthcare Practices **CPE 3: Consumer Protection** CPE 3-1: Clinical Staff Credentialing CPE 3-2: Clinical Oversight of Program CPE 3-3: Consumer Safety Protocols CPE 3-4: Employment Screening **CPE 3-5: Financial Incentives** CPE 3-6: Not Applicable **CPE 4: Consumer Empowerment** CPE 4-1: Consumer Complaint Process CPE 4-2: Health Literacy Promotion

# **OPERATIONS AND INFRASTRUCTURE**

OPIN 1: Business Ethics OPIN 1-1: Code of Ethical Business Conduct OPIN 2: Business Management OPIN 2-1: Written Business Agreements OPIN 2-2: Maintaining and Complying with Policies OPIN 3: Staff Management OPIN 3-1: Job Descriptions and Staff Qualifications OPIN 3-2: Staff Training Programs OPIN 3-2: Staff Training Programs OPIN 3-3: Formal Acknowledgment of Compliance with the Organization's Legal Requirements and Code of Conduct OPIN 3-4: Staff Member Performance Review OPIN 4: Delegation OPIN 4-1: Delegation Management

# PERFORMANCE MONITORING AND IMPROVEMENT

PMI 1: Quality Oversight Procedures and Responsibilities
 PMI 1-1: Quality Management Program Scope
 PMI 1-2: Quality Management Program Structure and Oversight
 PMI 1-3: Quality Management Program Implementation
 PMI 1-4: Data Management and Performance Reporting
 PMI 1-5: Quality Management Program Evaluation

### PHYSICIAN PRACTICE OPERATIONS

P-OPS 1: Scope of Services

 P-OPS 1-1: Define Operations

 P-OPS 2: Qualified Health Care Provider Oversight

 P-OPS 2-1: Qualified Health Care Provider Oversight

 P-OPS 3: System Requirements

 P-OPS 3-1: Supports E-Prescribing
 P-OPS 3-2: Complies with NCPDP

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P-OPS 4: Patient Onboarding and Prescription Intake P-OPS 4-1: Clinical Information P-OPS 4-2: Verifying Eligibility P-OPS 4-3: Manufacturer and FDA Requirements P-OPS 5: Medication Order Review and Verification P-OPS 5-1: Medication Order Review P-OPS 6: Preparation and Dispensing P-OPS 6-1: Labeling and Packaging P-OPS 7: Medication Verification P-DIS 7-1: Medication Verification P-OPS 8: Distribution P-OPS 8-1: Setting Criteria for Shipping P-OPS 8-2: Distribution Process Testing P-OPS 8-3: Packing Procedures P-OPS 8-4: Holding Shipments P-OPS 8-5: Tracking Shipments P-OPS 8-6: Handling Breakdowns P-OPS 9: Physician Practice Operation Performance P-OPS 9-1: Dispensing Accuracy P-OPS 9-2: Distribution Accuracy P-OPS 9-3: Adherence

## PHYSICIAN PRACTICE PRODUCT HANDLING AND SECURITY

P-PROD 1: Procurement and Inventory Management
P-PROD 1-1: Purchasing and Monitoring of Product Inventory
P-PROD 1-2: Medication Returns
P-PROD 2: Controlled Substances
P-PROD 2-1: Dispensing, Inventory Management and Security
P-PROD 3: Hazardous Materials
P-PROD 3-1: Hazardous Material Management
P-PROD 3-2: Employee Safety
P-PROD 4: Unacceptable Medications
P-PROD 4-1: Handling and Removal P-PROD 5: Facility Security

 P-PROD 5-1: Access Levels

 P-PROD 6: Machines and Equipment

 P-PROD 6-1: Machine and Equipment Maintenance
 P-PROD 7: Compounding

 P-PROD 7-1: Compounding Requirements

#### PATIENT SERVICE AND COMMUNICATION

P-PSC 1: Patient Information and Support
P-PSC 1-1: Patient Information
P-PSC 1-2: Support Services
P-PSC 1-3: Adverse Drug Events
P-PSC 1-4: Accommodating Diverse Populations
P-PSC 2: Measuring Complaints and Satisfaction
P-PSC 2-1: Patient Complaints
P-PSC 2-2: Patient Satisfaction
P-PSC 3: Communication Process and Monitoring
P-PSC 3-2: Non-Telephonic Communications
P-PSC 3-3: Clinical Communication Services

## **REPORTING PERFORMANCE MEASURES TO URAC**

RPT 1: Reporting Performance Measures to URAC RPT 1-1: Reporting Performance Measures to URAC

#### PATIENT MANAGEMENT

PM 1: Patient Management Program Overview
PM 1-1: Structure and Oversight
PM 1-2: Scope
PM 1-3: Documentation
PM 2: Program Disclosures
PM 2-1: Rights and Responsibilities
PM 2-2: Patient Information

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PM 3: Assessments PM 3-1: Initial Assessments PM 3-2: Reassessments PM 3-3: Clinical Interventions PM 4: Education and Support PM 4-1: Education Requirements PM 5: Care Team Collaboration PM 5-1: Coordination of Care PM 6: Program Evaluation and Review PM 6-1: Annual Patient Management Program Evaluation PM 6-2: Evaluation Disclosures