Scenario 1

Imagine you are a registered nurse. You have a new job working at a small private medical practice. When you check your mail at home, you see an envelope from the National Practitioner Data Bank. Inside the envelope is a document titled SENSITIVE INFORMATION ENCLOSED.

<u>Tasks</u>

Use the contents of the document and the website to answer the following questions:

a)   What is the Data Bank?
b)   What is the purpose of the letter?
c)   What is a report and why was it created?
d)   Does the report expire? If so, when?
e)   What is the Report Response Service and how can you use it?
f)   What can you do if the information on the report is wrong?
g)   What can you do if the information is correct but you do not like what is on the report?
h)   Who can remove or delete the report?

Scenario 2

Imagine you are a dentist who just moved to Massachusetts and are applying for a license. It is Saturday morning and you are looking at the licensing board's website to see what you need to complete the application. One item on their checklist of required documents for the application reads as follows: "Attachment 10: National Practitioner Data Bank, Healthcare Integrity and Protection Data Bank Self-Query (If you have ever held a professional healthcare license in the United States). To request a Self-Query, please contact the Data Bank at 1-800-767-6732 or www.npdb.hrsa.gov. The Data Bank will mail the report to you."

<u>Tasks</u>

Use the website to answer the following questions:

a)   What is a Self-Query?
b)   What will you need to do to get this document?
c)   What type of information will be in the document?
d)   How long will it take for you to receive it?

Scenario 3

Imagine that you started a new job as a claims administrator with Mutual Atlantic, a malpractice insurance company offering coverage for health care practitioners. Mutual Atlantic just opened for business two weeks ago. You have been advised by management that you are responsible for processing all reports required by the National Practitioner Data Bank.

<u>Tasks</u>

Use the website to answer the following questions:

a)   What will you need to report to the Data Bank?
b)   What do you need to do in order to enter a report to the Data Bank?

Scenario 4

You've been hired as the credentialing manager for Forsythe Medical Group. Forsythe is an Independent Physician Association, a new company formed by a group of family practice doctors in Hunt County to negotiate contracts with insurance companies. The director informs you that you will need to register with the Data Bank for your company to be accredited.

Tasks

Use the website to answer the following questions:

a)   What is required to register?
b)   What is the process for registration?
c)   What happens after you are registered?
d)   What actions will you report?

Scenario 5

You are a new employee in the medical staff services office at Thomas Paine General, a small hospital. You've been asked to sign into the NPDB to see if any reports have been submitted on Betsy Ross, a physician who applied to Thomas Paine General for clinical privileges. You have all the paperwork Dr. Ross submitted with her clinical privileges application, Thomas Paine General's Data Bank ID, your own User ID, and your NPDB password.

Task

Use this information to sign into the NPDB.
DBID: 234500012346890
User ID: TPGAdmin1
Password: J@n01TPG