

**American Compliance
& HIPAAnswers present**

The **Essential** 2007 HR & Employee Benefits Compliance Seminar Series

Special Opportunity
All attendees will receive free access to
HR Rule Manager™, the innovative compliance
management system from American Compliance
— see inside for more details



The IRS has released new Section 125 Cafeteria Plan regulations - for a free guide to the new rules go to www.americomply.com.

Congress is considering a number of changes to FMLA, including expanding leave available to care for wounded veterans.

DHHS has initiated the first HIPAA security audits and has taken over 4800 corrective actions against employers for HIPAA Privacy violations.

Are you sure you are in compliance with
**HIPAA Privacy and Security, FMLA, State Leave Laws, COBRA,
USERRA, Medicare Part D, The New Section 125 Rules?**

Learn from two of the country's leading compliance experts

Mr. Scott Thiele

President of American Compliance
and Founder of

HIPAAAnswers

Mr. Bob Radecki

Vice President of American Compliance
and Founder and Former President of

A.E. Roberts Company

Minneapolis, MN
Milwaukee, WI
Chicago, IL

Portland, OR
Cincinnati, OH
New York City, NY
Houston, TX

Columbus, OH
Dayton, OH
Parsippany, NJ

A Letter From the President

Dear Employee Benefit and HR Managers:

There are a number of clichés regarding the “only sure things in life.” It may be a good idea to add constantly changing rules and regulations to that list! Once again 2007 brings us a variety of compliance changes and challenges.

- The IRS has released new comprehensive Section 125 regulations which replace all previous guidance released since the 1980’s.
- Congress is considering over 10 changes that could impact the way you administer the FMLA.
- The Centers for Medicare and Medicaid Services has initiated its first employer HIPAA Security audit.
- The DHHS Office of Civil Rights has stepped up investigation of HIPAA privacy complaints – conducting almost 2500 in 2006 alone.
- Medicare Part D has created a whole new set of employer notice requirements

For a free copy of our guide to the new Section 125 regulations go to www.americacomply.com

How is an HR department supposed to keep up?

We Can Help

This series of compliance seminars is designed to help you understand the rules and make sure your organization is in compliance.

This is a unique opportunity to learn directly from Bob Radecki and myself. Instead of the uneven assortment of presenters you see at most seminars, we provide only a limited number of sessions so you are assured of learning from an expert. Bob and I have presented hundreds of seminars throughout the years and we know how to take a complex set of rules and turn them into understandable guidance you can use immediately.

Receive a Real Tool to Help You Comply

All attendees receive much more than just the seminar - you will also receive 30 days’ free access to our web-based compliance management tool, *HR Rule Manager*[™].

HR Rule Manager[™] includes:

- Compliance management help across a broad range of topics.
- A self-assessment process that produces a detailed gap analysis showing you exactly where you need to make improvements to your compliance process.
- Real tools you can use: sample forms, policies, documents and more.
- A dashboard that includes automatic updates when changes are made to rules and regulations.

We are sure that you will find *HR Rule Manager*[™] to be an invaluable tool to help you manage your compliance process. You are welcome to complete the gap analysis and use the sample forms and documents during the free period, with no obligation, even if you choose not to continue your subscription.

Let American Compliance help make your job easier. We look forward to seeing you in a seminar soon.

Sincerely,

Scott Thiele

Scott Thiele

President, American Compliance



A Different Kind of Seminar Experience

Taught only by nationally recognized compliance specialists

Many seminar providers use any presenter that is available, or ask a local attorney to speak who may, or may not, do a good job of clearly explaining the information. American Compliance seminars are taught by our own experienced consultants; each is a nationally recognized authority on the topic, with years of compliance training experience. We guarantee that you will be satisfied with your experience with American Compliance or we will personally refund your money. In this series your presenters are two of the most recognized compliance experts in the country:

These were the best seminars I have ever attended - Thank You!

Scott Thiele

President, American Compliance & Founder of HIPAAnswers

As President and CEO, Mr. Thiele led the development of HIPAAnswers, the industry-leading HIPAA compliance system.

Mr. Thiele is a recognized HIPAA compliance expert. He has been published in a variety of industry publications and been the featured speaker at HR and benefits conferences. He has also consulted with a wide range of organizations in the health care and insurance industries.

Scott has also provided compliance advice to employers and insurance professionals on Part D, FMLA and other difficult compliance issues.

Bob Radecki

V.P., American Compliance & Founder of A.E. Roberts Company

Mr. Radecki is a well known expert on a variety of compliance issues including COBRA, HIPAA, FMLA, and more. As president of A.E. Roberts Company he developed popular compliance seminars attended by over 10,000 companies nationwide.

A popular speaker, Bob is able to distill complex compliance issues and present them in a way that helps employers take real action to get into and stay in compliance.

Bob has also served as the HIPAA consultant to a number of insurance companies and has owned and operated a TPA.

We focus on practical application of the laws and rules

While it is sometimes interesting to discuss obscure court cases and the legal theory behind HR and employee benefit laws and regulations, we believe it is a better use of your time to focus on practical day-to-day advice to help you implement effective compliance strategies. In these seminars we discuss how to comply, not just what the rules say!

All attendees receive free access to HR Rule Manager™

Every attendee receives 30 days' free access to the leading compliance management system, *HR Rule Manager™*. With *HR Rule Manager™* you can complete a self-assessment on your compliance status across a wide range of requirements including FMLA, State Leave & Disability Laws, ADA, USERRA, COBRA, Section 125, and more.

Once you have completed your assessment you will receive a detailed gap analysis which will show you exactly where you need to make changes to your compliance process.

If you choose to continue your subscription, HR Rule Manager will give you all the tools you need to comply, and will keep up to date as rules change in the future. For more information go to www.Americomply.com.



What You Will Learn

Day One

COBRA, MEDICARE PART D & Other Employer Notices

AM Session 9:00 am - Noon

Even though COBRA has been around for years, the steady stream of COBRA lawsuits show that employers still struggle to properly comply. Now employers also face a new set of notice requirements in the Medicare Part D rules.

This session will help you sort out your part in these compliance and notice obligations. Even if you use administrators to help you comply with these rules, you need to understand your organization's role to effectively comply.

Sample Issues Covered

- Changes made to COBRA administration by the 2004 DOL regulations
- COBRA and military leave
- The Part D disclosure notice to participants
- The Part D annual notice to CMS that must be completed by ALL employers
- Managing difficult COBRA events like divorce, leaves of absence and multiple events
- Coordination with state continuation law

HIPAA Privacy and Security for Employer Health Plans

PM Session 1:30 pm - 4:30 pm

The regulatory agencies have begun to step up HIPAA compliance enforcement. The DHHS Office of Civil Rights has found compliance errors in over 60% of the 7000+ HIPAA Privacy complaints it has investigated! Now it is time, more than ever, to make sure your HIPAA compliance is up to date.

Learn from one of the most experienced HIPAA compliance firms in the country. American Compliance and HIPAAAnswers have helped over 3500 employers nationwide comply with HIPAA.

Sample Issues Covered

- How HIPAA affects different types of employer-sponsored health plans
- Implementation of policies to meet the HIPAA standards
- Authorized disclosures and uses of employee medical information
- When an employee's medical information is not Protected Health Information
- What CMS looks for in a HIPAA Security audit

Day Two

FMLA, USERRA and State Leave Laws

AM Session 9:00 am - Noon

Employee time off has become a nightmare of coordination among multiple complicated rules and it does not look like it is going to get any easier. Congress is currently considering at least 10 changes that would impact FMLA administration, including a proposal to allow up to 6 months of FMLA for the care of a wounded war veteran.

The Department of Labor is also still expected to issue adjustments to the existing FMLA rules after receiving over 15,000 comments from businesses and advisors.

Sample Issues Covered

- Coordination of FMLA with USERRA and your state leave laws
- When psychological care of family members qualifies for FMLA
- When ADA starts and FMLA ends
- The evolving definition of serious medical conditions
- How to effectively administer intermittent leave

New Section 125 Cafeteria Plan Rules and Regulations

PM Session 1:30 pm - 4:30 pm

On August 6th, 2007 the IRS published new comprehensive Section 125 Cafeteria Plan regulations. These new rules replace all prior guidance released by the IRS since 1984!

Even employers who use a third party administrator (TPA) must understand the changes contained in the new rules. The employer is ultimately responsible to make sure sponsored plans are in compliance with the regulations.

Sample Issues Covered

- New nondiscrimination testing rules
- Two-year rules for dental and vision plans
- New hire election periods and automatic elections
- Salary reductions from one plan year that are used to pay premiums for the next year
- Use of employer flex credits
- New rules for taxing excess group term life insurance
- Dependent care reimbursement after a participant terminates employment

American Compliance Webinars

American Compliance also offers a series of Webinars. These regularly scheduled sessions cover a wide range of compliance topics. See <http://www.americomply.com/Webinar.aspx> for details on upcoming Webinars. Recent topics have included:

- The New Section 125 Regulations
- The Part D Disclosure Notice
- Implementing HIPAA Security
- FMLA/USERRA integration

Registration Details

Minneapolis, MN

November 7-8, 2007
 Ramada Inn
 Mall of America
 2201 East 78th Street
 Bloomington, MN 55425
 952-854-3411

Chicago - O'Hare

November 28-29, 2007
 Midwest Conference
 Center
 401 West Lake Street
 Northlake, IL 60164
 708-409-2828

New York City, NY

December 4-5, 2007
 SLC Conference Center
 352 7th Avenue
 16th Floor
 NYC, NY 10001
 212-244-8888

Dayton, OH

November 14-15, 2007
 Dayton Airport Hotel &
 Conf. Center
 Dayton Intl Airport
 Vandalia, Ohio
 937-898-1000

Milwaukee, WI

October 18-19, 2007
 Marcus Center
 929 N Water Street
 Milwaukee, WI 53202
 414-273-7121

Portland, Oregon

October 30-31, 2007
 Ambridge Event Center
 300 NE Multnomah St
 Portland, OR 97232
 503-239-9921

Parsippany, NJ

December 11-12, 2007
 Holiday Inn Hotel & Suites
 707 Route 46 East
 Parsippany, NJ 07054
 973-263-2000

Houston, TX

December 4-5, 2007
 1330 Post Oak Blvd.
 I-610 and Post Oak Blvd.
 Houston TX, 77056
 713-984-631

Chicago-Downtown

October 23-24, 2007
 University of Chicago
 Gleacher Center
 450 N Cityfront Plaza Dr.
 Chicago, IL 60611
 312-464-8788

Cincinnati, OH

October 30-31, 2007
 Radisson Hotel
 Cincinnati Riverfront
 668 West Fifth Street
 Covington, KY 41011
 859-491-1200

Columbus, OH

November 13-14, 2007
 Midwest Hotel & Conf. Ctr
 4900 Sinclair Road @
 I-71 & Morse Rd
 Columbus, OH 43229
 614-846-0300

Seminar Fees

Register for one person for a single session only - \$169

Register for 2 or more sessions - \$139 per person per session

The multiple registration fee applies to one person registering for multiple sessions, or any combination of people registering for multiple sessions. To qualify for the discounted fee, all registrations must be received by American Compliance at the same time.

Cancellation Policy: Cancellations received at least 14 days prior to the seminar will be refunded less a \$50 cancellation fee. You may also receive full credit toward a future seminar, or another person may attend in your place.

PAYMENT MUST ACCOMPANY REGISTRATION TO GUARANTEE SPACE

Registration Form

1 session \$169 per session 2 or more sessions \$139 per session

The multiple registration fee applies to 1 person registering for multiple sessions, or any combination of people for any number of sessions.

Mail: American Compliance - Registrations
 6117 Blue Circle Drive, Suite 190
 Minneapolis, MN 55343

Phone: 866-326-6785 (toll free)
Fax: 952-400-1122
Web: www.americacomply.com

Seminar City _____ **Seminar Date** _____

Priority Code _____
The priority code begins with A3 and is located next to your name on the mailing label.

Day 1 am	Day 1 pm	Day 2 am	Day 2 pm
COBRA	HIPAA	FMLA	Section 125
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

Name 1: _____

Name 2: _____

Name 3: _____

Firm/Organization _____

Address _____

City/State/Zip _____

Telephone _____ **Fax** _____

Email _____
 (Please include your email address for invoice confirmation and possible program changes)

Method of payment:

Check

Credit Card

Seminar Amount Due \$ _____

Account Number _____ **expiration date** _____

name on card _____ **authorized signature** _____

  