

*Protecting Ohio's Families*



Ohio Attorney General's Office

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**2015** OHIO  
MEDICAID FRAUD  
CONTROL UNIT  
**ANNUAL REPORT**

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**MIKE DEWINE**  
★ OHIO ATTORNEY GENERAL ★

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## Unit Performance

The Ohio Medicaid Fraud Control Unit (“MFCU”) continues to aggressively pursue its investigative responsibilities with respect to criminal and civil offenses against the Medicaid program and persons residing in the institutions served by it. Its well-trained and experienced staff continues to have much success in this regard. As a unit, the MFCU stands as a significant deterrent to those who would defraud the Ohio Medicaid Program or abuse the residents of Ohio care facilities.

During the period July 1, 2014 to June 30, 2015, the MFCU received one thousand two hundred forty-six (1,246) complaints. Of these, six hundred seventy-seven (677) related to allegations of Medicaid provider fraud and five hundred sixty-nine (569) related to allegations of abuse, neglect, or misappropriation in Ohio care facilities. The MFCU opened eight hundred ninety (890) complaints for investigation, four hundred ninety-seven (497) relating to Medicaid provider fraud and three hundred ninety-three (393) relating to patient abuse, neglect, or misappropriation. During this period, three hundred five (305) complaints were closed without investigation or were referred to another agency for investigation. Of these, one hundred sixty-nine (169) were related to allegations of Medicaid provider fraud and one hundred thirty-six (136) were related to allegations of abuse, neglect, or misappropriation. During this period, the MFCU completed six hundred eighty-four (684) investigations. Of these, three hundred ninety-five (395) related to allegations of Medicaid provider fraud and two hundred eighty-nine (289) related to allegations of patient abuse, patient neglect, or misappropriation.

During the period July 1, 2014 to June 30, 2015, the MFCU obtained one hundred seventy-five (175) indictments, bills of information, or complaints. Of these, one hundred forty-two (142) pertained to fraud against the Ohio Medicaid program and thirty-three (33) involved charges of patient abuse, neglect, or misappropriation in Ohio care facilities. During this same period, the MFCU obtained convictions against one hundred sixty-six (166) persons and business entities. Of these convictions, one hundred thirty-two (132) were in cases involving fraud against the Ohio Medicaid Program and thirty-four (34) were in cases involving patient abuse, patient neglect, or misappropriation. The MFCU also completed twenty (20) civil settlements during its recertification period. The total value of these criminal restitution orders and civil settlements was \$15,889,269.20. These numbers are particularly significant in light of the fact that it cost less than \$ 9 million to fund the operation of the Unit, 25% of which was provided by the Ohio Attorney General and 75% of which was provided by a grant from the United States Department of Health and Human Services, Office of the Inspector General.

The MFCU has continued to provide information to various groups of health care providers, law enforcement agencies, Medicaid advocates, and others around the state in the form of presentations and workshops. During the reporting period, the MFCU made thirty-one (31) such outreach/training presentations. These efforts have proven valuable to the MFCU, both in terms of the quality of complaints and in terms of the timeliness of such complaints. They have also served the important function of informing Medicaid providers and caregivers of the serious criminal consequences that can result from the mistreatment of those persons entrusted to their care, or the submission of fraudulent claims to the Ohio Medicaid program.

The MFCU works closely with Ohio's single state Medicaid agency, the Ohio Department of Medicaid, to generate quality provider fraud referrals. Additionally, the MFCU works closely with the various other state, federal, and private (contract) agencies charged with administrative and/or program integrity responsibilities for Medicaid-funded programs, to encourage (and to improve the quality of) Medicaid fraud referrals. The staff meets every other week with representatives of the Ohio Department of Developmental Disabilities, the Ohio Department of Mental Health, the Ohio Department of Aging, and the single state Medicaid agency's home health case management contractor (PCG) to facilitate timely referrals. The staff meets every month with representatives of the single state Medicaid Agency's Surveillance and Utilization Review Section and Program Integrity staff, and the Auditor of State's Medicaid Contract Audit Section, and meets quarterly with representatives of Ohio's Medicaid managed care plans and private insurers. The Unit is an active member of the United States Attorneys' Health Care Fraud Task Forces for both the Southern and Northern Districts of Ohio and participated in numerous cases with the Task Forces during this recertification period.

## Investigations

The following is a summary of cases investigated (driven by the date on which the complaint was received) by the Ohio Medicaid Fraud Control Unit during the recertification year of July 1, 2014 to June 30, 2015:

### Unit Totals

Cases open as of July 1, 2014:	1,144
(Plus) Complaints received:	1,246
(Less) Complaints referred to other agencies for investigation:	56
(Less) Cases closed	<u>950</u>
Cases open as of June 30, 2015:	<u>1,384</u>

### Summary by Case Type

	Actual 07/01/14 - To <u>06/30/15</u>	Projected 07/01/15 To <u>06/30/16</u>
a. Provider Fraud Cases:		
<i>Non-Institutional</i>		
Complaints:	662	675
Investigations Initiated:	483	500
Referrals:	34	25
Investigations Completed:	388	450
<i>Institutional</i>		
Complaints:	15	10
Investigations Initiated:	8	7
Referrals:	3	3
Investigations Completed:	7	6
b. Patient Abuse/Neglect Cases:		
Complaints:	569	520
Investigations Initiated:	407	350
Referrals:	19	10
Investigations Completed:	289	300

The following is a summary of cases investigated (driven by the date on which the case was opened/completed) by the Ohio Medicaid Fraud Control Unit during the recertification year of July 1, 2014 to June 30, 2015:

**Summary by Provider Type**

<u>Provider Type</u>	<u>Opened</u>	<u>Completed</u>
Ambulance/Ambulette Companies	31	25
Assist Other Agencies	1	0
Billing Companies	1	1
Chiropractors	1	2
Clinics	1	7
Day Habilitation	3	1
Dentists	18	9
Drug Diversion	46	18
Durable Medicaid Equipment	8	14
Health Maintenance Organizations	3	1
Home Health Care	312	251
Hospitals	4	3
Laboratories	6	2
Medicaid Program Administration	0	0
Medical Doctors	42	37
Miscellaneous	12	15
Nursing Homes	5	4
Osteopathic Doctors	3	2
Other Long Term Care	2	3
Patient Abuse	102	107
Patient Funds	144	75
Patient Neglect	98	86
Pharmaceutical Manufacturers	13	11
Pharmacy / Pharmaceutical	13	5
Psychiatrists	1	1
Psychologists/Counselors	14	2
Substance Abuse Treatment Centers	<u>6</u>	<u>2</u>
<b>Totals</b>	<b><u>890</u></b>	<b><u>684</u></b>

## Case Management System

The Medicaid Fraud Control Unit is organized into ten (10) teams. Six (6) teams are Medicaid provider fraud teams comprised of seven (7) Special Agents, a Special Agent Supervisor, and two (2) prosecuting attorneys. Two (2) teams are patient abuse/neglect teams comprised of seven (7) Special Agents, a Special Agent Supervisor, and one (1) prosecuting attorney. One (1) team is the Unit's Special Projects team, comprised of five (5) Fraud Analysts and a Special Agent Supervisor. This team is responsible for case management functions, data utilization functions, downloading and analyzing Medicaid claim data, and providing technical assistance to the other teams. One (1) team is the Unit's intake and audit support team, and is comprised of two (2) intake officers, an evidence custodian, and the Unit's nurse analysts, and is supervised by the Unit's Chief Auditor.

Case assignments to these investigative teams are made by the Special Agent-In-Charge and the Assistant Director. They and the Special Agent Supervisors are responsible for assigning active cases to individual Agents and providing all necessary supervisory guidance of team activities. As of June 30, 2015, the investigative teams carried a caseload comprised of one thousand three hundred eighty-four (1,384) active cases.

The cases designated as active cases in the MFCU are given that designation by the Intake Committee. This committee is comprised of the Director, Assistant Director, Special Agent-In-Charge, Assistant Special Agent-In-Charge, Chief Auditor, and Intake Officers. The Committee's function is to review all allegations of fraud, patient abuse/neglect, or misappropriation received by the Unit since its last meeting, and to determine which of these merit investigation and which are to be referred to other agencies or closed. The Intake Committee meets twice each month.

Once a case is assigned to a particular investigator on an investigative team, the Team Supervisor of that team is responsible for meeting with the assigned agent and attorneys for the purpose of planning and setting expectations for the necessary investigative activities. Teams generally hold monthly reviews to discuss the status of investigative efforts on each case and to determine action items for the next 30 to 60 day time span.

This system is monitored regularly. All investigative activities in Medicaid Fraud cases are documented through investigative reports that are stored in an electronic case master file. Team members meet regularly to discuss case status and to strategize about case development. Once criminal or civil charges are filed, all court activity is documented in the case management database. This database is available for review as needed by all MFCU personnel.

The Unit's case management database, the Storage, Tracking, and Reporting System ("STARS"), was created by the Unit's Special Projects team and is used for case development tracking, time reporting, monthly reporting, and other statistical measurements. In conjunction with the Ohio Attorney General's office-wide docketing system and the Unit's electronic case master files, STARS completes the development of a Unit-wide case management system.

## Training

### Professional Development

The MFCU annual budget adequately accommodates the continuing education requirements of our staff. Our objective is to provide a minimum of forty (40) hours of training to each Unit member and to give course selection consideration to staff needing to retain professional certifications. The budget gives us the flexibility necessary to expose the staff to a variety of training venues including national, out-of-state training conferences and seminars put on by the National Association of Medicaid Fraud Control Units and others.

We continue using the process created a number of years ago to assure that each professional staff member receives adequate training annually. First, we established a training plan, included as **Attachment A**, which sets forth a professional development continuum for our special agents, fraud analysts, and intake officers. We then compare each staff member's prior training to the appropriate professional development continuum in order to determine their training needs. Finally, each supervisor meets with their staff and discusses the professional development continuum and other training that might be available or beneficial. Included as **Attachment B** is a listing of the courses taken by one or more of these staff members during the reporting period. The courses are listed by title, provider, and number of course training hours. We also budget sufficient training dollars to assure that our Assistant Attorneys General are able to maintain Ohio Bar certification. The legal staff is required by the Supreme Court of Ohio to obtain twenty-four (24) Continuing Legal Education Credits ("CLEs") every two (2) years. Staff members attending CLE training complete cards that are submitted by the trainer to the Ohio Supreme Court, for documentation and tracking. The MFCU does not track CLEs.

### New Employee Training

Each new staff member attends our in-house basic training course. During this reporting period, we held two (2) basic training course during the weeks of August 4, 2014, and May 4, 2015, training forty (40) new staff members. Included as **Attachment C** is an outline of the training topics/hours covered in our most recent basic training course.

### Training Projections

The MFCU will continue to provide at least forty (40) hours of training to each staff member during each fiscal year. The training will familiarize new personnel with the Medicaid program and investigative techniques, and aid the entire staff in sharpening their investigative and legal skills. The in-house training program for new staff includes well-crafted presentations related to conducting investigations within the MFCU. This training program includes education regarding Medicaid claims, download and analysis, home health and nursing home issues, and various other aspects of provider-related investigative techniques. The legal staff will continue to participate in training programs sponsored by the Office of the Attorney General, as well as outside seminars, in an effort to: (1) develop a better understanding of investigative techniques, and (2) more fully develop their legal skills, especially in the area of trial practice and procedure.

## The National Association of Medicaid Fraud Control Units

The MFCU maintains an active role within the National Association of Medicaid Fraud Control Units (“NAMFCU”). During the recertification period, the Unit’s Director served as a member of the NAMFCU Executive Committee and Global Case Committee. Additionally, the Unit’s Director represented the NAMFCU as a presenter at the American Bar Association’s Health Care Fraud Conference in Miami, FL. The Unit’s Director and one of the Unit’s Principal Attorneys served as co-chairs of the NAMFCU Managed Care Working Group. The Unit’s Assistant Director, the Unit’s Chief Auditor, and one of the Unit’s Senior Assistant Attorneys General served as instructors for NAMFCU’s Practical Skills Training course (Medicaid Fraud 102). The Unit’s Chief Auditor and one of the Unit’s Special Agent Supervisors served as instructors for the NAMFCU’s Basic Training course (Medicaid Fraud 101). During the reporting period, the Unit had staff attend the following events:

- During the week of September 15, 2014, staff attended the NAMFCU Annual Training Conference in Salt Lake City, UT. The Unit’s Chief Auditor, two of the Unit’s Assistant Attorneys General, two of the Unit’s Special Agent Supervisors, and one of the Unit’s Special Agents served as instructors/facilitators for this course.
- During the week of September 29, 2014, staff attended the NAMFCU Introduction to Medicaid Fraud Training Program (Medicaid Fraud 101) in Pittsburgh, PA. The Unit’s Chief Auditor served as an instructor/facilitator for this course.
- During the week of October 20, 2014, staff attended the NAMFCU Practical Skills Training Program (Medicaid Fraud 102) in Fort Lauderdale, FL. The Unit’s Assistant Director, the Unit’s Chief Auditor, and one of the Unit’s Senior Assistant Attorneys General served as instructors/facilitators for this course.
- During the week of December 8, 2014, the Unit’s Director attended meetings of the NAMFCU Global Case Committee and Executive Committee in Washington, DC.
- During the week of January 12, 2015, staff attended the NAMFCU Introduction to Medicaid Fraud Training Program (Medicaid Fraud 101) in San Antonio, TX. One of the Unit’s Special Agent Supervisors served as an instructor/facilitator for this course.
- During the week of February 23, 2015, staff attended the NAMFCU Practical Skills Training Program (Medicaid Fraud 102) in Richmond, VA. The Unit’s Assistant Director and one of the Unit’s Senior Assistant Attorneys General served as instructors/facilitators for this course.
- During the week of March 23, 2015, the Unit’s Director attended meetings of the NAMFCU Global Case Committee and Executive Committee in Washington, DC.

- During the week of April 20, 2015, staff attended the NAMFCU Practical Skills Training Program (Medicaid Fraud 102) in Denver, CO. The Unit's Assistant Director and one of the Unit's Senior Assistant Attorneys General served as instructors/facilitators for this course.
- During the week of May 4, 2015, staff attended the NAMFCU Introduction to Medicaid Fraud Training Program (Medicaid Fraud 101) in Atlanta, GA. One of the Unit's Special Agent Supervisors served as an instructor/facilitator for this course.
- During the week of May 11, 2015, the Unit's Director represented the NAMFCU as a presenter at the American Bar Association's Health Care Fraud Conference in Miami, FL.
- During the week of June 1, 2015, staff attended the Failure of Care Conference, hosted jointly by NAMFCU and the U.S. Department of Justice, in Indianapolis, IN. The Unit's Director and Assistant Special Agent-In-Charge served as instructors/facilitators for the conference.
- During the week of June 15, 2015, the Unit's Director attended meetings of the NAMFCU Global Case Committee and Executive Committee in San Diego, CA.

The Unit's Director, Assistant Director, one (1) of the Unit's Principal Attorneys, the Unit's Assistant Special Agent-In-Charge, and one (1) of the Unit's Special Agent Supervisors served as members of, and in some instances served as the team leader of, a number of global settlement teams. During the recertification period, Unit members served on the following global case teams that resulted in successful national settlements: Omnicare, Oganon USA I & II, Extencicare, and Davita. These cases resulted in over \$6 million in recoveries (state and federal share) to Ohio.

### Ohio MFCU Staff

Included as **Attachment D** is a roster of the Unit's staff members, as of August 10, 2015.

## Certification of Drug-Free Workplace

The Attorney General of the State of Ohio, hereinafter referred to as the grantee, certifies that it will provide a drug-free workplace by:

- (a) Publishing a statement notifying employees that the unlawful manufacture, distribution, dispensing, possession or use of a controlled substance is prohibited in the grantee's workplace and specifying the actions that will be taken against employees for violation of such prohibition;
- (b) Establishing a drug-free awareness plan to inform employees about -
  - (1) The dangers of drug abuse in the workplace;
  - (2) The grantee's policy of maintaining a drug-free workplace;
  - (3) Any available drug counseling, rehabilitation, and employee assistance programs; and
  - (4) The penalties that may be imposed upon employees for drug abuse violations occurring in the workplace;
- (c) Making it a requirement that each employee to be engaged in the performance of the grant be given a copy of the statement required by paragraph (a);
- (d) Notifying the employee in the statement required by paragraph (a) that, as a condition of employment under the grant, the employee will -
  - (1) Abide by the terms of the statement; and
  - (2) Notify the employer of any criminal drug statute conviction for a violation occurring in the workplace no later than five days after such convictions;
- (e) Notifying the agency within ten days after receiving notice under subparagraph (d)(2) from an employee or otherwise receiving actual notice of such conviction;
- (f) Taking one of the following actions, within 30 days of receiving notice under subparagraph (d)(2), with respect to any employee who is so convicted -
  - (1) Taking appropriate personnel action against such an employee, up to and including termination; or
  - (2) Requiring such employee to participate satisfactorily in a drug abuse assistance or rehabilitation program approved for such purposes by a Federal, State, or local health, law enforcement, or other appropriate agency;
- (g) Making a good faith effort to continue to maintain a drug-free workplace through implementation of paragraphs (a), (b), (c), (d), (e) and (f).

*Place of Performance:* The Attorney General of Ohio, Medicaid Fraud Control Unit, 150 East Gay Street, 17th Floor, Columbus, Ohio 43215.

**I. Introduction**

Pursuant to MFCU Performance Standard 12, “Training,” each MFCU is required to conduct “training that aids in the mission of the Unit.” To determine whether a Unit meets this standard, HHS-OIG will consider the following performance indicators:

- A. “The Unit maintains a training plan for each professional discipline that includes an annual minimum number of training hours and that is at least as stringent as required for professional certification.”
- B. “The Unit ensures that professional staff comply with their training plans and maintain records of their staff’s compliance.”
- C. “Professional certifications are maintained for all staff, including those that fulfill continuing education requirements.”
- D. “The Unit participates in MFCU related training, including training offered by OIG and other MFCUs, as such training is available and as funding permits.”
- E. “The Unit participates in cross training with the fraud detection staff of the State Medicaid agency. As part of such training, Unit staff provide training on the elements of successful fraud referrals and receive training on the role and responsibilities of the State Medicaid agency.”

**II. Professional Disciplines**

For purposes of this policy, MFCU “professional disciplines” shall include:

- A. Assistant Attorneys General;
- B. Nurse Analysts
- C. Special Agents;
- D. Fraud Analysts; and
- E. Intake Officers.

**III. MFCU Basic Training**

Each employee occupying a position in a professional discipline shall, as soon as is practicable after joining the Unit, participate in the Unit’s in-house basic training program. Such program shall consist of a minimum of thirty-two (32) hours of training, addressing a wide variety of topics including, but not limited to: Medicaid/Medicare Overview; MFCU Jurisdiction/Venue; MFCU Handbook; MFCU Case Management System; MFCU Case Master Files; Miranda; Rules of Evidence; Search and Seizure; Ohio Revised Code; Ohio Administrative Code; Evidence Control; Grand Jury and Grand Jury Subpoenas; Testifying in Court; Fee-For-Service Provider Investigations; Patient Abuse/Neglect Investigations; Long Term Care Facility Investigations; Patient Needs Allowance and Misappropriation Investigations; Medicaid Managed Care; Medicaid Information Technology System; Surveillance and Undercover Operations; Law Enforcement Automated Data System Practitioner Training; and Report Writing.

**IV. NAMFCU Training**

- A. Medicaid Fraud 101 Training: Each employee occupying a position in a professional discipline shall, as soon as is practicable after joining the Unit, and subject to available funding, participate in the National Association of Medicaid Fraud Control Units' ("NAMFCU") Medicaid Fraud 101 training. New employees deemed by their supervisors to have sufficient prior experience may proceed directly to the Medicaid Fraud 102 Training referenced below.
- B. Medicaid Fraud 102 Training: Each employee occupying a position in a professional discipline shall, after completing the above-referenced Medicaid Fraud 101 Training, and subject to available funding, participate in the NAMFCU Medicaid Fraud 102 training.
- C. Employee participation in NAMFCU training events will be coordinated by the Unit's Chief Auditor, in consultation with the employee's immediate supervisor.

**V. Discipline-Specific Training Plans**

- A. Assistant Attorneys General shall, at a minimum, comply with the continuing legal education requirements established by the Ohio Supreme Court, as set forth in the "Supreme Court Rules for the Government of the Bar of Ohio," Rule X, "Continuing Legal Education," Section 3, "Attorney Continuing Legal Education Requirements":

*(A)(1) Each attorney admitted to the practice of law in this state...shall complete and report...at least twenty-four (24) hours of continuing legal education for each two-year reporting period.*

- B. Nurse Analysts shall comply with the following continuing education requirements:
  - 1. All Nurse Analysts shall, at a minimum, comply with the continuing education requirements established by the Ohio Board of Nursing, as set forth in Ohio Administrative Code rule 4723-14-03:

*(A) ...a nurse who seeks to renew an active license to practice nursing in Ohio must obtain twenty-four (24) contact hours of continuing education during every renewal period [every two (2) years].*
  - 2. Nurse Analysts who are Certified Professional Coders shall comply with the continuing education requirements necessary to maintain such certification, as established by the American Academy of Professional Coders; that being thirty-six (36) Continuing Education Units every two (2) years.
  - 3. Nurse Analysts who are Certified Resident Assessment Coordinators shall comply with the continuing education requirements necessary to maintain such certification, as established by the American Association of Nurse Assessment Coordination; that being the successful completion of the following recertification courses every two (2) years:

- a. RAC-CT 3.0 Recertification: Updates; and
  - b. RAC-CT 3.0 Recertification: Common Coding Errors
- C. Special Agents shall be offered a minimum of forty (40) hours of professional training each calendar year, pursuant to the professional development continuum in **ATTACHMENT A** hereto.
- D. Fraud Analysts shall be offered a minimum of forty (40) hours of professional training each calendar year, pursuant to the professional development continuum in **ATTACHMENT B** hereto.
- E. Intake Officers shall be offered a minimum of forty (40) hours of professional training each calendar year, pursuant to the professional development continuum in **ATTACHMENT C** hereto.

## VI. **Special Agent Field Training Program**

- A. The Field Training Program for Probationary Agents is designed to ensure the timely completion of specific tasks and the demonstration of requisite proficiencies, in terms of knowledge, skills, and abilities.
- B. As soon as is practicable following hire, Special Agent Supervisors shall assign a senior Special Agent to serve as a Field Training Agent for each Probationary Agent. Such assignments shall be subject to review and approval by the Special Agent-In-Charge or the Assistant Special Agent-In-Charge.
- C. Appointment as a Field Training Agent is not intended to be a permanent assignment. Any Special Agent may be selected to serve as a Field Training Agent, and a Special Agent Supervisor may choose to assign a different Field Training Agent each time a new Special Agent is hired. There may be (and likely will be) several Field Training Agents appointed for different Probationary Agents at the same (or overlapping) times.
- D. The Field Training Agent's role is to mentor the Probationary Agent, to assist the Probationary Agent in his/her transition to the MFCU, and to assist the Special Agent Supervisor in preparing the Probationary Agent for duty. Appointment as a Field Training Agent does not constitute a permanent or temporary working level promotion. The Field Training Agent will have no supervisory or management responsibilities with respect to the Probationary Agent, and will not participate in the formal evaluation of the Probationary Agent.
- E. During field training, the Field Training Agent shall use the Field Training Guide included as **ATTACHMENT D** hereto, and shall ensure the timely completion of said Guide. The Guide is intended to be just that--a guide. It is not intended to be an exhaustive source for field training, and when unidentified situations arise, the Field Training Agent is expected to demonstrate proper procedure.

## MFCU Special Agent Professional Development Continuum

		Hours	1st Year	1 - 2 Yrs.	3 - 5 Yrs.	5+ Yrs.
<b>AGO</b>	New Employee Orientation	4				
	Westlaw	2				
<b>Private</b>	Intro to MS Word <sup>2</sup>	8				
	Intro to MS Excel <sup>2</sup>	8				
	Intro to MS Access <sup>2</sup>	8				
	Advanced MS Excel <sup>2</sup>	8				
	Advanced MS Access <sup>2</sup>	8				
	Financial Investigative Techniques <sup>3</sup>	24				
	Career-related Electives	N/A				
<b>OPOTA</b>	Firearms Basic Training <sup>1</sup>	80				
	Firearms Quarterly Training <sup>5</sup>	8				
	Core Criminal Investigation	40				
	Photography for Investigators	8				
	Basic Videography	24				
	Testifying in Court	8				
	Reid Techniques for Interview & Interrogation (Basic)	24				
	Reid Techniques for Interview & Interrogation (Advanced)	8				
	Homicide <sup>4</sup>	24				
	Advanced Death Investigations <sup>4</sup>	24				
	Sex Crimes Investigation <sup>4</sup>	24				
	Advanced Sex Crimes Investigation <sup>4</sup>	16				
	Undercover Tactics & Techniques <sup>3</sup>	40				
	Career-related Electives	N/A				

- Key:**
1. Voluntary
  2. As required to achieve proficiency
  3. Fraud Agents only
  4. Abuse/Neglect Agents only
  5. Quarterly training per MFCU Handbook A-11 Response to Aggression and Weapons Policy

## MFCU Fraud Analyst Professional Development Continuum

		Hours		1st Year	1 - 2 Yrs.	3 - 5 Yrs.	5+ Yrs.
<b>AGO</b>	New Employee Orientation	4					
	Lexis/Nexis	2					
<b>Private</b>	Intro to MS Word <sup>1</sup>	8					
	Intro to MS Excel <sup>1</sup>	8					
	Intro to MS Access <sup>1</sup>	8					
	Advanced MS Excel <sup>1</sup>	8					
	Advanced MS Access <sup>1</sup>	8					
	Ilook Forensic Training and Certification	40					
	Career-related Electives	N/A					
<b>OPOTA</b>	Computer Crime First Responder	8					
	Computer Data Recovery Basic	40					
	Computer Data Recovery Intermediate I	40					
	Computer Data Recovery Intermediate II	40					
	Computer Data Recovery Advanced	40					
	Digital Evidence Testimony	16					
	Covert Camera and Microphone Training for Law Enforcement	24					
	Career-related Electives	N/A					

**Key:** 1. As required to achieve proficiency

## MFCU Intake Officer Professional Development Continuum

		Hours	1st Year	1 - 2 Yrs.	3 - 5 Yrs.	5+ Yrs.
<b>AGO</b>	New Employee Orientation	4				
	Lexis/Nexis	2				
<b>Private</b>	Intro to MS Word <sup>2</sup>	8				
	Intro to MS Excel <sup>2</sup>	8				
	Intro to MS Access <sup>2</sup>	8				
	Advanced MS Excel <sup>2</sup>	8				
	Advanced MS Access <sup>2</sup>	8				
	Career-related Electives	N/A				
<b>OPOTA</b>	Computer Crimes First Responder	8				
	Investigative Resources	8				
	Economic Crime Investigations	8				
	Financial Crimes Investigations	8				
	Testifying in Court	8				
	Reid Techniques for Interview & Interrogation (Basic)	24				
	Career-related Electives	N/A				

- Key:**
1. Voluntary
  2. As required to achieve proficiency

**Ohio Attorney General  
Health Care Fraud Section  
Medicaid Fraud Control Unit**

**Special Agent Field Training Guide**

MFCU Handbook A-12, Training – Attachment D



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**SPECIAL AGENT FIELD TRAINING PROGRAM**  
**Overview and Assignment**

This field training guide outlines the specific tasks associated with a Probationary Agent's field training. Additionally, it identifies requisite proficiencies, in terms of knowledge, skills, and abilities, for a Medicaid Special Agent, and is designed to be used by the assigned Field Training Agent(s) as a guide during the Probationary Agent's field training. The Field Training Agent will, as appropriate, explain each task and, whenever possible, demonstrate each task. The Field Training Agent should allot sufficient time to explain and/or demonstrate the required task. When the Field Training Agent believes that the Probationary Agent is ready to perform the required task and/or has mastered the requisite proficiency, as appropriate, the Field Training Agent will require the Probationary Agent to perform the task while the Field Training Agent observes. When the Field Training Agent is satisfied that the Probationary Agent has completed the assigned task and met the required proficiency, the Field Training Agent (or the Probationary Agent's supervisor, as appropriate) and the Probationary Agent will place their initials and the date on the lines next to that particular task. This guide is intended to be just that—a guide. It is not intended to be an exhaustive list, and when unidentified situations arise, the Field Training Agent is expected to demonstrate proper procedure.

**Probationary Agent Name:** \_\_\_\_\_

Date of Hire: \_\_\_\_\_

Mid-Probation Date: \_\_\_\_\_

End of Probation Date: \_\_\_\_\_

**Field Training Agent Assigned:** \_\_\_\_\_

Dates Assigned: \_\_\_\_\_ To \_\_\_\_\_

**Field Training Agent Assigned:** \_\_\_\_\_

Dates Assigned: \_\_\_\_\_ To \_\_\_\_\_

**Special Agent Supervisor Name:** \_\_\_\_\_

Signature: \_\_\_\_\_

Date: \_\_\_\_\_

**SAC / ASAC Name:** \_\_\_\_\_

SAC / ASAC Signature: \_\_\_\_\_

Date: \_\_\_\_\_

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**ADMINISTRATION**

**I. Policies and Procedures**

A. Attorney General Policy and Procedure Manual

- |   |       |       |       |
|---|-------|-------|-------|
| 1. The probationary Agent has successfully accessed the Policy and Procedure Manual via the Attorney General's Intranet site.   | _____ | _____ | _____ |
| 2. The probationary Agent has read the Policy and Procedure Manual and any/all questions regarding the Manual have been addressed to the probationary Agent's satisfaction. | _____ | _____ | _____ |

B. MFCU Handbook

- |  |       |       |       |
|--|-------|-------|-------|
| 1. The probationary Agent has successfully accessed the MFCU Handbook via the shared (F:/HCFraud) directory.   | _____ | _____ | _____ |
| 2. The probationary Agent has read the MFCU Handbook Handbook and any/all questions regarding the Handbook have been addressed to the probationary Agent's satisfaction. | _____ | _____ | _____ |

**II. Equipment**

A. AG Issued Equipment

The probationary Agent has been issued the following Equipment:

- |                              |       |       |       |
|------------------------------|-------|-------|-------|
| 1. Desktop personal computer | _____ | _____ | _____ |
| 2. Desk telephone            | _____ | _____ | _____ |
| 3. Blackberry                | _____ | _____ | _____ |

Prob. Agent <u>Initials</u>	SAS / FTO <u>Initials</u>	<u>Date</u>
-----------------------------------	---------------------------------	-------------

B. MFCU Issued Equipment

The probationary Agent has been issued the following equipment:

- |                               |       |       |       |
|-------------------------------|-------|-------|-------|
| 1. Badge Wallet               | _____ | _____ | _____ |
| 2. Wallet Badge               | _____ | _____ | _____ |
| 3. Raid Coat                  | _____ | _____ | _____ |
| 4. Wallet Identification Card | _____ | _____ | _____ |
| 5. Digital Audio Recorder     | _____ | _____ | _____ |

C. Weapons

- |  |       |       |       |
|--|-------|-------|-------|
| 1. The probationary Agent has read and signed the “Response to Aggression and Weapons Policy Acknowledgement Form,” MFCU Handbook policy A-11, Attachment A. | _____ | _____ | _____ |
| 2. The probationary Agent has completed psychological testing, as appropriate.   | _____ | _____ | _____ |
| 3. The probationary Agent has completed urinalysis Testing, as appropriate.  | _____ | _____ | _____ |
| 3. The probationary Agent has been scheduled for qualification and/or basic training, as appropriate.  | _____ | _____ | _____ |

III. **On Line Resources / Passwords**

A. Ohio Administrative Knowledge System (OAKS)

- |  |       |       |       |
|--|-------|-------|-------|
| 1. The Probationary Agent has been granted a log-on ID and password.   | _____ | _____ | _____ |
| 2. The Probationary Agent has successfully accessed the Site and demonstrated a basic understanding of the application’s layout and functionality. | _____ | _____ | _____ |

Prob. Agent Initials	SAS / FTO Initials	Date
----------------------------	--------------------------	------

3. The Probationary Agent has successfully accessed his/her payroll records.	_____	_____	_____
--	-------	-------	-------

B. MFCU Storage, Tracking, and Reporting System (STARS)

1. The Probationary Agent has been granted a log-on ID and password.	_____	_____	_____
--	-------	-------	-------

2. The Probationary Agent has successfully accessed the site and demonstrated a basic understanding of the application's layout and functionality.	_____	_____	_____
--	-------	-------	-------

C. Medicaid Information Technology System (MITS)

1. The Probationary Agent has been granted a log-on ID and password.	_____	_____	_____
--	-------	-------	-------

2. The Probationary Agent has successfully accessed the Site and demonstrated a basic understanding of the application's layout and functionality.	_____	_____	_____
--	-------	-------	-------

D. Client Registration Information System – Enhanced (CRIS-E)

1. The Probationary Agent has been granted a log-on ID and password.	_____	_____	_____
--	-------	-------	-------

2. The Probationary Agent has successfully accessed the site and demonstrated a basic understanding of the application's layout and functionality.	_____	_____	_____
--	-------	-------	-------

E. TLO On-Line Investigative System

1. The Probationary Agent has been granted a log-on ID and password.	_____	_____	_____
--	-------	-------	-------

2. The Probationary Agent has successfully accessed the site and demonstrated a basic understanding of the application's layout and functionality.	_____	_____	_____
--	-------	-------	-------

Prob. Agent Initials	SAS / FTO Initials	Date
----------------------------	--------------------------	------

F. Westlaw

- |  |       |       |       |
|--|-------|-------|-------|
| 1. The Probationary Agent has been granted a log-on ID and password.   | _____ | _____ | _____ |
| 2. The Probationary Agent has successfully accessed the site and demonstrated a basic understanding of the application’s layout and functionality. | _____ | _____ | _____ |

G. ODM Enterprise (formerly CareStar) Provider Management Database

- |  |       |       |       |
|--|-------|-------|-------|
| 1. The Probationary Agent has been granted a log-on ID and password.   | _____ | _____ | _____ |
| 2. The Probationary Agent has successfully accessed the site and demonstrated a basic understanding of the application’s layout and functionality. | _____ | _____ | _____ |

H. Ohio Law Enforcement Gateway (OHLEG)

- |  |       |       |       |
|--|-------|-------|-------|
| 1. The Probationary Agent has been granted a log-on ID and password.   | _____ | _____ | _____ |
| 2. The Probationary Agent has successfully accessed the site and demonstrated a basic understanding of the application’s layout and functionality. | _____ | _____ | _____ |

I. The Attorney General’s Intranet

- |  |       |       |       |
|--|-------|-------|-------|
| 1. The Probationary Agent has successfully accessed the site and demonstrated a basic understanding of the application’s layout and functionality. | _____ | _____ | _____ |
|--|-------|-------|-------|

**IV. Undercover Identity**

A. Social Security Number

- |  |       |       |       |
|--|-------|-------|-------|
| 1. Application has been made for an undercover Social Security Number. | _____ | _____ | _____ |
|--|-------|-------|-------|

Prob. Agent <u>Initials</u>	SAS / FTO <u>Initials</u>	<u>Date</u>
-----------------------------------	---------------------------------	-------------

2. The Probationary Agent's undercover Social Security Card has been issued, logged in the Undercover Identity Spreadsheet, and secured in the evidence room.	_____	_____	_____
---	-------	-------	-------

B. Driver's License

1. Application has been made for an undercover Driver's License.	_____	_____	_____
--	-------	-------	-------

2. The Probationary Agent's undercover Driver's License has been issued, logged in the Undercover Identity Spreadsheet, and secured in the evidence room.	_____	_____	_____
---	-------	-------	-------

C. Medicaid Card

1. Application has been made for an undercover Medicaid Card.	_____	_____	_____
---	-------	-------	-------

2. The Probationary Agent's undercover Medicaid Card has been issued, logged in the Undercover Identity Spreadsheet, and secured in the evidence room.	_____	_____	_____
--	-------	-------	-------

V. **Time Keeping**

A. Online Payroll Application (OPA)

1. The Probationary Agent has successfully accessed the application and demonstrated a basic understanding of the application's layout and functionality.	_____	_____	_____
---	-------	-------	-------

2. The Probationary Agent has successfully submitted a leave request.	_____	_____	_____
---	-------	-------	-------

3. The Probationary Agent has successfully submitted an overtime / compensatory time request.	_____	_____	_____
---	-------	-------	-------

4. The Probationary Agent has successfully submitted a bi-weekly timesheet for payroll.	_____	_____	_____
---	-------	-------	-------

Prob. Agent <u>Initials</u>	SAS / FTO <u>Initials</u>	<u>Date</u>
-----------------------------------	---------------------------------	-------------

B. Storage, Tracking, and Reporting System (STARS) Activity Log

1. Activity Log

- |    |  |       |       |       |
|----|--|-------|-------|-------|
| a. | The Probationary Agent has successfully accessed the application and demonstrated a basic understanding of the application’s layout and functionality. | _____ | _____ | _____ |
| b. | The Probationary Agent has successfully entered one (1) Pay period’s worth of activities.  | _____ | _____ | _____ |

2. In/Out Time

- |    |  |       |       |       |
|----|--|-------|-------|-------|
| a. | The Probationary Agent has successfully accessed the application and demonstrated a basic understanding of the application’s layout and functionality. | _____ | _____ | _____ |
| b. | The Probationary Agent has successfully entered one (1) day’s in and out times.  | _____ | _____ | _____ |

3. Sign Out Board

- |    |  |       |       |       |
|----|--|-------|-------|-------|
| a. | The Probationary Agent has successfully accessed the application and demonstrated a basic understanding of the application’s layout and functionality. | _____ | _____ | _____ |
| b. | The Probationary Agent has successfully “pinned” in and out.   | _____ | _____ | _____ |

**VI. State Vehicles**

A. Policy

- |   |       |       |       |
|---|-------|-------|-------|
| 1. The probationary Agent has read the “Use of State Vehicles” section of the Attorney General’s Policy and Procedure Manual, and any/all questions regarding this policy have been addressed to the probationary Agent’s satisfaction. | _____ | _____ | _____ |
| 2. The probationary Agent has read Policy A-14, “Motor Vehicles,” of the MFCU Handbook, and any/all questions regarding this policy have been addressed to the probationary Agent’s satisfaction.                                       | _____ | _____ | _____ |

B. Vehicle Reservations

- |   |       |       |       |
|---|-------|-------|-------|
| 1. The Probationary Agent has successfully accessed the “Vehicle Reservations” screen in STARS, and demonstrated a basic understanding of the application’s layout and functionality. | _____ | _____ | _____ |
| 2. The Probationary Agent has successfully entered a vehicle reservation in STARS.  | _____ | _____ | _____ |

C. Use

- |   |       |       |       |
|---|-------|-------|-------|
| 1. The Probationary Agent has been shown the location of the Unit’s key storage locker.   | _____ | _____ | _____ |
| 2. The Probationary Agent has been shown the location of the Unit’s parking spaces in the Fourth & Elm garage and the Buckeye Garage. | _____ | _____ | _____ |
| 3. The Probationary Agent has successfully used a parking garage access card to enter and exit both parking garages.                  | _____ | _____ | _____ |
| 4. The probationary Agent has successfully used a Voyager Card to purchase gasoline.  | _____ | _____ | _____ |

Prob. Agent <u>Initials</u>	SAS / FTO <u>Initials</u>	<u>Date</u>
-----------------------------------	---------------------------------	-------------

- |   |       |       |       |
|---|-------|-------|-------|
| 5. The Probationary Agent has successfully used a Global Positioning System (“GPS”) unit to navigate to a previously unknown destination.                               | _____ | _____ | _____ |
| 6. The Probationary Agent has demonstrated an understanding of the process by which to effect vehicle repairs and to arrange for vehicle towing using the Voyager Card. | _____ | _____ | _____ |
| 7. The Probationary Agent has demonstrated an understanding of the procedures to be followed in the event of a vehicle accident.  | _____ | _____ | _____ |

**VII. Training**

A. MFCU Special Agent Training Matrix

- |   |       |       |       |
|---|-------|-------|-------|
| 1. The Probationary Agent has reviewed the MFCU Special Agent training matrix with his/her Supervisor and has produced documentary evidence of relevant training. | _____ | _____ | _____ |
| 2. The Probationary Agent and his/her supervisor have identified/prioritized the Probationary Agent’s training needs, and have established a plan to meet same.   | _____ | _____ | _____ |

B. MFCU New Employee Basic Training

- |   |       |       |       |
|---|-------|-------|-------|
| 1. The Probationary Agent has completed MFCU New Employee Basic Training. | _____ | _____ | _____ |
|---|-------|-------|-------|

C. NAMFCU Medicaid Fraud 101 Training

- |   |       |       |       |
|---|-------|-------|-------|
| 1. The Probationary Agent has enrolled in NAMFCU Medicaid Fraud 101 Training. | _____ | _____ | _____ |
| 2. The Probationary Agent has completed NAMFCU Medicaid Fraud 101 Training.   | _____ | _____ | _____ |

Prob. Agent <u>Initials</u>	SAS / FTO <u>Initials</u>	<u>Date</u>
-----------------------------------	---------------------------------	-------------

D. OPOTA On-Line Course Catalog and Registration

- |  |       |       |       |
|--|-------|-------|-------|
| 1. The Probationary Agent has successfully accessed the OPOTA on-line course catalog and demonstrated a basic understanding of the application’s layout and functionality. | _____ | _____ | _____ |
| 2. The Probationary Agent has successfully registered for an OPOTA training course.  | _____ | _____ | _____ |

VIII. **Travel**

A. Ohio Administrative Knowledge System (OAKS)

- |   |       |       |       |
|---|-------|-------|-------|
| 1. The Probationary Agent has successfully accessed the application and demonstrated a basic understanding of the application’s layout and functionality. | _____ | _____ | _____ |
| 2. The Probationary Agent has successfully submitted a travel authorization request.  | _____ | _____ | _____ |
| 3. The Probationary Agent has successfully submitted a Travel expense reimbursement request.  | _____ | _____ | _____ |

**INVESTIGATION**

I. **Medicaid Paid Claims Data**

A. Claims Downloads

- |  |       |       |       |
|--|-------|-------|-------|
| 1. The Probationary Agent has successfully accessed the Case “Resources” tab in STARS and submitted a Paid claims download request.      | _____ | _____ | _____ |
| 2. The Probationary Agent has successfully imported a Microsoft Access database of paid claims data and performed basic queries thereon. | _____ | _____ | _____ |

Prob. Agent <u>Initials</u>	SAS / FTO <u>Initials</u>	<u>Date</u>
-----------------------------------	---------------------------------	-------------

B. Sister State Agency Claims

- |  |       |       |       |
|--|-------|-------|-------|
| 1. The Probationary Agent has successfully acquired paid claims data from the Ohio Department of Developmental Disabilities. | _____ | _____ | _____ |
| 2. The Probationary Agent has successfully acquired paid claims data from the Ohio Department of Aging.                      | _____ | _____ | _____ |
| 3. The Probationary Agent has successfully acquired paid claims data from the Ohio Department of Mental Health.              | _____ | _____ | _____ |

C. Managed Care Claims

- |  |       |       |       |
|--|-------|-------|-------|
| 1. The Probationary Agent has successfully acquired paid claims data from a Managed Care Organization. | _____ | _____ | _____ |
|--|-------|-------|-------|

II. **Medicaid Grand Jury**

A. Grand Jury Subpoenas

- |  |       |       |       |
|--|-------|-------|-------|
| 1. The Probationary Agent has successfully accessed the Case “Subpoenas” tab in STARS and created a subpoena.      | _____ | _____ | _____ |
| 2. The Probationary Agent has successfully served a Grand Jury subpoena and demonstrated proper return of service. | _____ | _____ | _____ |

B. Grand Jury Testimony

- |   |       |       |       |
|---|-------|-------|-------|
| 1. The Probationary Agent has successfully testified before a grand jury. | _____ | _____ | _____ |
|---|-------|-------|-------|

**III. Surveillance**

A. Video Surveillance

- |  |       |       |       |
|--|-------|-------|-------|
| 1. The Probationary Agent has successfully accessed the case “Resources” tab in STARS and submitted a video surveillance request.                    | _____ | _____ | _____ |
| 2. The Probationary Agent has successfully reviewed surveillance video and completed a surveillance log documenting the activities therein captured. | _____ | _____ | _____ |

B. Physical Surveillance

- |  |       |       |       |
|--|-------|-------|-------|
| 1. The Probationary Agent has successfully participated in a stationary physical surveillance operation. | _____ | _____ | _____ |
| 2. The Probationary Agent has successfully participated in a mobile physical surveillance operation.     | _____ | _____ | _____ |

**IV. Evidence**

A. Custody

- |   |       |       |       |
|---|-------|-------|-------|
| 1. The Probationary Agent has successfully accessed the “Case Evidence” tab in STARS and submitted a new piece of evidence. | _____ | _____ | _____ |
| 2. The Probationary Agent has successfully logged evidence out/in for review.   | _____ | _____ | _____ |

B. Return

- |  |       |       |       |
|--|-------|-------|-------|
| 1. The Probationary Agent has successfully returned evidence following the closure of a case.  | _____ | _____ | _____ |
| 2. The Probationary Agent has successfully destroyed evidence following the closure of a case. | _____ | _____ | _____ |

**V. Interviews**

- |   |       |       |       |
|---|-------|-------|-------|
| A. The Probationary Agent has successfully conducted a recipient interview.             | _____ | _____ | _____ |
| B. The Probationary Agent has successfully conducted a non-recipient witness interview. | _____ | _____ | _____ |
| C. The Probationary Agent has successfully conducted a target interview.                | _____ | _____ | _____ |

**VI. Report Writing**

- |  |       |       |       |
|--|-------|-------|-------|
| A. The Probationary Agent has successfully written an investigative report to memorialize service of process.          | _____ | _____ | _____ |
| B. The Probationary Agent has successfully written an investigative report to memorialize the acquisition of evidence. | _____ | _____ | _____ |
| C. The Probationary Agent has successfully written an investigative report to memorialize the disposition of evidence. | _____ | _____ | _____ |
| D. The Probationary Agent has successfully written an investigative report to memorialize an investigative interview.  | _____ | _____ | _____ |
| E. The Probationary Agent has successfully written an investigative report to memorialize document analysis.           | _____ | _____ | _____ |
| F. The Probationary Agent has successfully written an investigative report to memorialize a finding.                   | _____ | _____ | _____ |
| G. The Probationary Agent has successfully written an investigative report to memorialize a surveillance operation.    | _____ | _____ | _____ |

**VII. Information Requests**

A. Ohio Department of Job and Family Services

1. The Probationary Agent has successfully submitted a request for unemployment payroll tax information.	_____	_____	_____
--	-------	-------	-------

B. Ohio Department of Medicaid

1. The Probationary Agent has successfully submitted a request for Remittance Advice Statements.	_____	_____	_____
--	-------	-------	-------

C. The Office of Budget and Management

1. The Probationary Agent has successfully submitted a request for an Electronic Funds Transfer (“EFT”) Journal.	_____	_____	_____
--	-------	-------	-------

D. Law Enforcement Automated Data System (LEADS)

1. The Probationary Agent has successfully accessed the Case “Resources” tab in STARS and submitted a LEADS request.	_____	_____	_____
--	-------	-------	-------

2. The Probationary Agent has successfully demonstrated The proper disposition of LEADS and Computerized Criminal History (CCH) information.	_____	_____	_____
--	-------	-------	-------

**SPECIAL AGENT FIELD TRAINING PROGRAM**  
**Certificate of Completion**

---

Probationary Agent Name

---

Probationary Agent Signature

---

Date

---

Field Training Officer Name

---

Field Training Officer Signature

---

Date

---

Supervisor Name

---

Supervisor Signature

---

Date

---

SAC / ASAC Name

---

SAC / ASAC Signature

---

Date

ATTACHMENT B

Inventory of Training Courses Completed (07/01/14 - 06/30/15)

	Course Title	Course Provider	Hrs.
1	Affordable Care Act's Pediatric Coverage Not Consistent	MedScape	1
2	Anatomy of a Nursing Home Failure of Care Case	National Association of Medicaid Fraud Control Units	8
3	Annual Conference	National Association of Drug Diversion Investigators	32
4	Annual Conference	National Association of Medicaid Fraud Control Units	40
5	Basic Drug and Undercover Investigations	Ohio Narcotics Association Regional Coordinating Officers	50
6	Best Practices for Officer Involved in Shooting	Ohio Peace Officer Training Academy	8
7	Bullet Proof Mind	Ohio Peace Officer Training Academy	8
8	Caloric Labeling reduces Soda Intake in Adolescent	MedScape	1
9	Care & Maintenance of M&P Centerfire Pistols	Smith & Wesson	8
10	CDC Data Revealed Increased Maternal Mortality Rate	MedScape	1
11	CDC Reports Alarming Statistics on Americans with HIV	MedScape	1
12	Cell Analysis - How To Map Cell Towers	MAGLOCLEN	8
13	Civil Liability for Law Enforcement Managers and Officers	Ohio Peace Officer Training Academy	8
14	CLEAR Training	Ohio Attorney General's Office	2
15	Clinicians and Antibiotic Prescribing	MedScape	1
16	Computer Crime First Responder	Ohio Peace Officer Training Academy	8
17	Computer Data Recovery - Basic	Ohio Peace Officer Training Academy	40
18	Computer Data Recovery - Intermediate 1	Ohio Peace Officer Training Academy	40
19	Controlling Aggressive Behavior	Ohio Peace Officer Training Academy	8
20	Core Criminal Investigation Training Program	Ohio Peace Officer Training Academy	40
21	Crime Scene Photography 1	Ohio Peace Officer Training Academy	40
22	Darker Side of Social Networking	Ohio Peace Officer Training Academy	16
23	Death Investigations	Ohio Peace Officer Training Academy	40
24	Drug Investigation	NARCO	12
25	Elder Justice Initiative	U.S. Department of Justice	8
26	Emerging Trends in Fraud Investigation and Prevention	Ohio Auditor's Office	16
27	Equitable Sharing for Financial Support Staff	U.S. Department of Justice	3
28	Financial Records Examination and Analysis	National White Collar Crime Center	32
29	Forensic Accounting Investigation I	Ohio Peace Officer Training Academy	24
30	Forensic Accounting Investigation II	Ohio Peace Officer Training Academy	16
31	Fraudulent Documents Investigation	Ohio Peace Officer Training Academy	8
32	Global Case Analyst 101	National Association of Medicaid Fraud Control Units	40
33	Grammar and Punctuation for Everyone	Ohio Attorney General's Office	2
34	Health Care fraud In-Service Requalification - 1st Qtr.	Ohio Peace Officer Training Academy	8
35	Health Care fraud In-Service Requalification - 2nd Qtr.	Ohio Peace Officer Training Academy	8
36	Health Care fraud In-Service Requalification - 3rd Qtr.	Ohio Peace Officer Training Academy	8
37	Health Care fraud In-Service Requalification - 4th Qtr.	Ohio Peace Officer Training Academy	8
38	Healthcare Business Monthly	American Academy of Professional Coders	1
39	i-Manage Storage	Ohio Attorney General's Office	1
40	Intelligence	Ohio Peace Officer Training Academy	8
41	Interacting with the Special Needs Population	Ohio Peace Officer Training Academy	8
42	Internet Investigations 1	Ohio Peace Officer Training Academy	32
43	Interview and Interrogation	Ohio Peace Officer Training Academy	16
44	Introduction to WestLaw	Ohio Attorney General's Office	1
45	Investigative Tips for Patient Abuse Investigations	Ohio Attorney General's Office	2
46	Law Enforcement Electronic Communications	Ohio Peace Officer Training Academy	8
47	Law Enforcement Training Conference	Ohio Attorney General's Office	16
48	LEADS Basic Operator Training	Ohio State Highway Patrol	2
49	Legal Issues in Confessions and Interrogations	Ohio Peace Officer Training Academy	8
50	Letters, Emails, and Memos	Ohio Attorney General's Office	2
51	Linguistic Statement Analysis Techniques	Ohio Peace Officer Training Academy	24
52	Medicaid Fraud 101	National Association of Medicaid Fraud Control Units	24
53	Medicaid Fraud 102	National Association of Medicaid Fraud Control Units	24
54	Medicaid Fraud Basic Training	Ohio Attorney General's Office	40
55	Medical Fraud	Ohio Peace Officer Training Academy	1
56	Microsoft Access	Ohio Attorney General's Office	2
57	Microsoft Access 2010 - Part 1	New Horizons Columbus	8
58	Microsoft Access 2010 - Part 2	New Horizons Columbus	8

	Course Title	Course Provider	Hrs.
59	Microsoft Excel 2010 - Part 1	New Horizons Columbus	8
60	Microsoft Excel 2010 - Part 2	New Horizons Columbus	8
61	Midwest Fraud Symposium	National Society of Professional Insurance Investigators	16
62	Minimum Data Sets	Ohio Attorney General's Office	4
63	NARCO	NARCO	40
64	New Approach Relieves Depression/Anxiety/Dementia	MedScape	1
65	New Evidence Based Guidelines for Eating Disorders	MedScape	1
66	New Hire Orientation	Ohio Attorney General's Office	2
67	OARRS For Law Enforcement	Ohio State Board of Pharmacy	5
68	Ohio Law Enforcement Gateway	Ohio Attorney General's Office	1
69	Patient Abuse Investigations	Ohio Attorney General's Office	2
70	Prescriptions for High-Risk Medications Linked with Misuse	MedScape	1
71	Prevention Medicine for your Practice = Compliance	American Academy of Professional Coders	3
72	Public Speaking & Peer Presentation	Ohio Attorney General's Office	3
73	Reid Technique for Interview & Interrogation - Advanced	Ohio Peace Officer Training Academy	6
74	Reid Technique for Interview & Interrogation - Basic	Ohio Peace Officer Training Academy	24
75	Risk for Glioma Triples with Long-Term Cell Phone	MedScape	1
76	Safety and Security Training	Ohio Attorney General's Office	2
77	Search Warrants (Practical)	Ohio Peace Officer Training Academy	8
78	Securing the Human	Ohio Attorney General's Office	2
79	Sexual Assault Investigation	Ohio Peace Officer Training Academy	24
80	Sexual Harrassment Training	Ohio Attorney General's Office	2
81	Smith & Wesson Armorsers - M&P Series	Smith & Wesson	6
82	Stock Your Toolbox: Pre-Supervisory Skills and Practicals	John Glen College of Public Affairs	1
83	Surveillance Techniques	Ohio Peace Officer Training Academy	24
84	Talking with Patients About the Affordable Care Act	MedScape	1
85	Technologies Against Police and Prosecutors	MAGLOCLEN	16
86	Testifying in Court Boot Camp	Ohio Peace Officer Training Academy	16
87	Undercover Tactics and Techniques	Ohio Peace Officer Training Academy	32
88	Valor	Ohio Peace Officer Training Academy	8
89	White Collar Crime Conference	U.S. Attorney's Office	8
90	WHO Recommends Expanded Use of Opioid Antagonist	MedScape	1

# ATTACHMENT C

## Ohio Attorney General Health Care Fraud Section Medicaid Fraud Control Unit

# Basic Training Schedule

May 4, 2015 – May 8, 2015



**MIKE DEWINE**

★ OHIO ATTORNEY GENERAL ★

**Monday, May 4, 2015****150 E. Gay Street, 17<sup>th</sup> Floor, Conference Room**

9:00 a.m. - 9:50 a.m.	<b>MFCU Overview</b>	Mitchell
9:50 a.m. - 10:00 a.m.	Break	
10:00 a.m. - 10:50 a.m.	<b>Medicaid Program Integrity</b>	Early
10:50 a.m. - 11:00 a.m.	Break	
11:00 a.m. - 11:50 a.m.	<b>Medicaid Managed Care</b>	Haines
11:50 a.m. - 1:00 p.m.	Lunch	
1:00 p.m. - 1:50 p.m.	<b>MFCU Handbook</b>	Early
1:50 p.m. - 2:00 p.m.	Break	
2:00 p.m. - 2:50 p.m.	<b>Ohio Revised Code &amp; OAC</b>	Flaherty
2:50 p.m. - 3:00 p.m.	Break	
3:00 p.m. - 3:50 p.m.	<b>Miranda and Rules of Evidence</b>	Flaherty
3:50 p.m. - 4:00 p.m.	Break	
4:00 p.m. - 4:50 p.m.	<b>Search and Seizure</b>	Flaherty

**Tuesday, May 5, 2015****150 E. Gay Street, 17<sup>th</sup> Floor, Conference Room**

8:00 a.m. - 8:50 a.m.	<b>Evidence Control</b>	Kelsey/Rubin
8:50 a.m. - 9:00 a.m.	Break	
9:00 a.m. - 9:50 a.m.	<b>Grand Jury and GJ Subpoenas</b>	Flaherty
9:50 a.m. - 10:00 a.m.	Break	
10:00 a.m. - 10:50 a.m.	<b>Testifying in Court</b>	Flaherty
10:50 a.m. - 11:00 a.m.	Break	
11:00 a.m. - 11:50 a.m.	<b>Public Records/Retention</b>	Kielczewski
11:50 a.m. - 1:00 p.m.	Lunch	
1:00 p.m. - 1:50 p.m.	<b>Computer Investigative Tools</b>	Banks
1:50 p.m. - 2:00 p.m.	Break	
2:00 p.m. - 2:50 p.m.	<b>Computer Investigative Tools</b>	Banks
2:50 p.m. - 3:00 p.m.	Break	
3:00 p.m. - 3:50 p.m.	<b>Medicaid Claims Data Analysis</b>	Banks
3:50 p.m. - 4:00 p.m.	Break	
4:00 p.m. - 4:50 p.m.	<b>Medicaid Claims Data Analysis</b>	Banks

**Wednesday, May 6, 2015**

**150 E. Gay Street, 18<sup>th</sup> Floor, Conference Room D**

8:00 a.m. - 8:50 a.m.	<b>MIT</b>	Hostetler/Loshark
8:50 a.m. - 9:00 a.m.	Break	
9:00 a.m. - 9:50 a.m.	<b>CRIS-E/OIES</b>	Hostetler/Loshark
9:50 a.m. - 10:00 a.m.	Break	
10:00 a.m. - 10:50 a.m.	<b>Miscellaneous Sources of Info.</b>	Hostetler/Loshark
10:50 a.m. - 11:00 a.m.	Break	
11:00 a.m. - 11:50 a.m.	<b>Miscellaneous Sources of Info.</b>	Hostetler/Loshark/ Miller
11:50 a.m. - 1:00 p.m.	Lunch	

**150 E. Gay Street, 17<sup>th</sup> Floor, Conference Room**

1:00 p.m. - 1:50 p.m.	<b>Phys. Surveillance and U/C Ops.</b>	Haines
1:50 p.m. - 2:00 p.m.	Break	
2:00 p.m. - 2:50 p.m.	<b>Video Surveillance and Photog.</b>	Banks
2:50 p.m. - 3:00 p.m.	Break	
3:00 p.m. - 3:50 p.m.	<b>LEADS Practitioner Training</b>	Banks
3:50 p.m. - 4:00 p.m.	Break	
4:00 p.m. - 4:50 p.m.	<b>LEADS Practitioner Training</b>	Banks

**Thursday, May 7, 2015**

**150 E. Gay Street, 17<sup>th</sup> Floor, Conference Room**

8:00 a.m. - 8:50 a.m.	<b>Home Health Investigations</b>	Haines
8:50 a.m. - 9:00 a.m.	Break	
9:00 a.m. - 9:50 a.m.	<b>Home Health Investigations</b>	Haines
9:50 a.m. - 10:00 a.m.	Break	
10:00 a.m. - 10:50 a.m.	<b>Dental Investigations</b>	Monk
10:50 a.m. - 11:00 a.m.	Break	
11:00 a.m. - 11:50 a.m.	<b>Ambulance/Ambulette Inv.</b>	Mounts
11:50 a.m. - 1:00 p.m.	Lunch	

**150 E. Gay Street, 18<sup>th</sup> Floor, Conference Room D**

1:00 p.m. - 1:50 p.m.	<b>DME Investigations</b>	Mounts
1:50 p.m. - 2:00 p.m.	Break	
2:00 p.m. - 2:50 p.m.	<b>MD/DO/Pill Mill Investigations</b>	Haines/Morse
2:50 p.m. - 3:00 p.m.	Break	
3:00 p.m. - 3:50 p.m.	<b>Patient Abuse/Neglect Inv.</b>	Haenszel
3:50 p.m. - 4:00 p.m.	Break	
4:00 p.m. - 4:50 p.m.	<b>Patient Abuse/Neglect Inv.</b>	Haenszel

**Friday, May 8, 2015**

**150 E. Gay Street, 18<sup>th</sup> Floor, Conference Room D**

8:00 a.m. - 8:50 a.m.	<b>LTCF Investigations</b>	Haenszel/Angersbach
8:50 a.m. - 9:00 a.m.	Break	
9:00 a.m. - 9:25 a.m.	<b>PNA Investigations</b>	Haenszel/Angersbach
9:25 a.m. - 9:50 a.m.	<b>Misappropriation Inv.</b>	Haenszel/Angersbach
9:50 a.m. - 10:00 a.m.	Break	
10:00 a.m. - 10:50 a.m.	<b>Findings and Case Doc.</b>	Gates/Loshark
10:50 a.m. - 11:00a.m.	Break	
11:00 a.m. - 11:50 a.m.	<b>Findings and Case Doc.</b>	Gates/Loshark
11:50 a.m. - 1:00 p.m.	Lunch	

**150 E. Gay Street, 17<sup>th</sup> Floor, Conference Room**

1:00 p.m. - 1:50 p.m.	<b>Report Writing</b>	Gates/Monk
1:50 p.m. - 2:00 p.m.	Break	
2:00 p.m. - 2:50 p.m.	<b>Report Writing</b>	Gates/Monk
2:50 p.m. - 3:00 p.m.	Break	
3:00 p.m. - 3:50 p.m.	<b>Report Writing</b>	Gates/Monk
3:50 p.m. - 4:00 p.m.	Break	
4:00 p.m. - 4:50 p.m.	<b>Report Writing</b>	Gates/Monk

**Total Hours of Training = 38**

Ohio Medicaid Fraud Control Unit  
**Staff Roster (08/10/15)**

	Last Name	First Name	Position	Team
1	Albright	Sarah	Special Agent	6
2	Alonge	Oyesanmi	Assistant Attorney General	8
3	Angersbach	Charles	Special Agent	9
4	Baker	Wilma	Special Agent	6
5	Banks	Jon	Special Agent Supervisor	5
6	Barnett	Alycia	Special Agent	4
7	Beall	Kelly	Special Agent	2
8	Blumer	Justin	Fraud Analyst	5
9	Borloglou	M. Kate	Special Agent	8
10	Bradfield	Shane	Special Agent	1
11	Braidich	Steven	Special Agent	2
12	Brantley	Erin	Special Agent	1
13	Bruce	Amy	Special Agent	9
14	Bucci	Nancy	Nurse Analyst	7
15	Buening	Jeremy	Special Agent	10
16	Bumgardner	Beth	Nurse Analyst	7
17	Cellier	Christopher	Assistant Attorney General	3
18	Cherry	Lindsay	Paralegal / Bailiff	N/A
19	Colliver	Kristi	Special Agent	3
20	Cook	Aubrey	Special Agent	9
21	Cook	Darcy	Assistant Attorney General	3
22	Cretella	Ashley	Intake Officer	7
23	Cruz	Tiffany	Special Agent	2
24	Culler	Tobey	Fraud Analyst	5
25	Davis	Nedra	Special Agent	1
26	DiCeglio	Michelle	Legal Secretary	N/A
27	DiSalvio	Joseph	Special Agent	8
28	Dorcy	Brandi	Special Agent	3
29	Dorstewitz	Jason	Fraud Analyst	5
30	Douglass	Kyle	Special Agent	2

	<b>Last Name</b>	<b>First Name</b>	<b>Position</b>	<b>Team</b>
31	Duffy	Drew	Principal AAG	N/A
32	Early	Lloyd	Special Agent-In-Charge	N/A
33	Eberhart	Brittany	Special Agent	10
34	Finegold	Jordan	Assistant Director	N/A
35	Flaherty	Maritsa	Senior Assistant Attorney General	8
36	Fluhart	Tom	Special Agent	8
37	Fonte	Jolene	Special Agent	6
38	Frease	Carrie	Special Agent	10
39	Ganger	Kevin	Special Agent	1
40	Gates	Justin	Chief Auditor	7
41	Gearhiser	Deborah	Special Agent	9
42	Greene	William	Principal Assistant Attorney General	4/9
43	Haddox	Thalia	Special Agent Supervisor	4
44	Haenszel	Christine	Assistant Special Agent-In-Charge	N/A
45	Haines	Greg	Special Agent Supervisor	3
46	Hallows	Christian	Special Agent	8
47	Hammer	Brad	Special Agent	3
48	Hostetler	Philip	Special Agent Supervisor	6
49	Kelsey	Colin	Intake Officer	7
50	Kestner	Seth	Associate Assistant Attorney General	10
51	Kiebler	Kelly	Special Agent	3
52	King	Angela	Special Agent	2
53	Kirk	Sam	Senior Assistant Attorney General	1
54	Koester	Brad	Special Agent	10
55	Kolb	Paul	Special Agent Supervisor	2
56	Lepley	Robert	Special Agent	3
57	Loshark	Jennifer	Special Agent	8
58	Mahoney	Keith	Fraud Analyst	5
59	Martin	T. Nicole	Special Agent	2
60	Metzler	Jonathan	Principal Assistant Attorney General	1
61	Miller	Erin	Special Agent	2
62	Miller	Thomas	Special Agent	1
63	Mitchell	Keesha	Director	N/A
64	Molnar	Anthony	Senior Assistant Attorney General	4/9
65	Monk	Jill	Special Agent Supervisor	10
66	Moore	Shari	Special Agent	1
67	Morse	Kelly	Special Agent	3
68	Mounts	Greg	Special Agent Supervisor	8

	<b>Last Name</b>	<b>First Name</b>	<b>Position</b>	<b>Team</b>
69	Mulinix	Jacob	Special Agent	6
70	Myers	Brett	Special Agent	6
71	Myers	Timothy	Special Agent	4
72	Nolan	Charity	Special Agent	4
73	Opperman	Christina	Special Agent	4
74	Organ	Whitney	Special Agent	10
75	Payne	Tasha	Receptionist	N/A
76	Pe	Kristin	Assistant Attorney General	6
77	Pennell	Adam	Special Agent	4
78	Points	Deborah	Special Agent	4
79	Prather	Tiffany	Legal Secretary	N/A
80	Rubin	Linda	Special Agent Supervisor	1
81	Russell	Emma	Intake Officer	7
82	Ryan	Carrie	Special Agent	9
83	Schaefer	Michele	Special Agent	9
84	Schrivver	John	Senior Assistant Attorney General	10
85	Schultz	Susan	Associate Assistant Attorney General	2
86	Shonebarger	Joseph	Special Agent	4
87	Smith	Nathan	Senior Assistant Attorney General	6
88	Smith	Thomas	Special Agent	8
89	Smolek	Chris	Special Agent	6
90	Stoia	Brian	Fraud Analyst	5
91	Turrin	Stephanie	Special Agent	9
92	Venters	Yuri	Associate Assistant Attorney General	2
93	Ware	Amanda	Special Agent	9
94	Williamson	Emmett	Special Agent	8
95	Woodard	Eric	Special Agent	10
96	Woods	Jennifer	Administrative Secretary	N/A
97	Wozniak	Steve	Special Agent Supervisor	N/A
98	Vacant	N/A	College Intern, Legal	7
99	Vacant	N/A	College Intern, Non-legal	7
100	Vacant	N/A	College Intern, Non-legal	7
101	Vacant	N/A	Special Agent	1
102	Vacant	N/A	Special Agent	3
103	Vacant	N/A	Special Agent	6
104	Vacant	N/A	Special Agent	10



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Ohio Attorney General's Office  
**Medicaid Fraud Control Unit**

**2015**

Annual Report

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Ohio Attorney General's Office  
Health Care Fraud  
150 E. Gay St., 17th Floor  
Columbus, OH 43215

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