**POST-TEST INSTRUCTIONS**: View the recorded Webinar located at [UBO Learning Center Archived Webinars](http://health.mil/Military-Health-Topics/Business-Support/Uniform-Business-Office/UBO-Learning-Center/Archived-Webinars) and then complete all of the 10 questions below. Submit your answers via e-mail to UBO.LearningCenter@altarum.org with “Answers, Post Test— **“UBO Compliance Program and Manual Updates”** in the subject line (a read receipt for your records is recommended). If at least 70% of the questions are answered correctly, you will receive a Certificate of Approval with Index Number via email. If you receive a score of 69% or lower, you will be notified via email and may review the archived Webinar and resubmit the post-test. Results may take up to five business days. If you have any questions, please submit those as well to UBO.LearningCenter@altarum.org.

1. List three advantages of having a compliance program:
	1. \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_
	2. \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_
	3. \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_
2. *TRUE/FALSE*: A compliance program helps MTFs develop internal controls that promote adherence to federal laws and DOD policies.
3. DOD compliance program requirements apply to which health care cost recovery programs:
	1. Only CONUS Third Party Collection (TPC), Medical Services Account (MSA), and Medical Affirmative Claim (MAC)
	2. CONUS and OCONUS TPC, MSA, and MAC
	3. TPC only
	4. MSA only if civilian emergency claims are submitted to Medicare
	5. MAC only if requested by the Recovery Judge Advocate
4. Which of the following is NOT an essential element of an effective Compliance Program?
	1. Written Policies and Procedures
	2. Auditing and Monitoring
	3. Effective Lines of Communication
	4. Telemedicine and Conference Calls
5. How often must compliance audits be performed and who should perform these audits? \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_
6. Who must correct any errors or deficiencies identified during audit? \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_
7. Where can MTF personnel find audit tools (e.g., checklist, worksheets) to review and familiarize themselves with compliance audit requirements? \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_
8. Who should receive compliance program training and must comply with an MTF’s compliance program?
	1. Only full time personnel
	2. Only personnel who are located at the MTF billing office
	3. All government and civilian personnel regardless of billing office location
	4. The UBO Compliance Officer
9. A Compliance Committee is responsible for the following:
	1. Advise Compliance Officer and aid in execution of compliance program
	2. Monitor internal program controls
	3. Ensure periodic audits are performed.
	4. Ensures implementation of internal fiscal/administrative controls.
	5. A, B and D
	6. A, B, C and D
10. When published, the Defense Health Agency Uniform Business Office Procedures Manual (No. 6015.aa) will be binding on \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_.