**ASK ALECC FAQ Newsletter - January 2024**

 Thursday, January 18, 2024

In this issue, we are excited to announce brand new tools and resources available now! Don't miss the special discount code!

**Tools and Education**

The vision and intention of ALECC has been education and how we can support agencies. We provide education through the HHWN network and a multitude of online seminar topics.

We also support agencies with one-on-one education by mentoring leadership teams. We deal with a variety of issues and topics for leadership from Clinical Management, managing your teams, eligibility, appropriate admissions, maintaining quality and what reports your agency should be focused on to name just a few. We have supported Hospice through donations to agencies and associations who continue to work on educating their staff.

In the past couple of years, a critical area of focus for ALECC, Inc has been ADRs or “Additional Documentation Review” and supporting agencies in a variety of ways through this process. Whether it is post or pre-payment reviews for submission, ALECC has supported agencies with ADR packet reviews, cover letters, appeals, TPE and the entire submission process supporting submission best practices.

As a result, ALECC, Inc. has developed tools to support agencies with this process. We have an ADR Submission Guide with a narrated step-by-step presentation, a Documentation Checklist (spreadsheet tool) for both Hospice and Home Health that can aide agencies stay on track with the process and overall project management. We have designed a document list with the recommended submission order to help you submit your documents in an organized manner for ease of use by the reviewer. We have provided you with templates and examples of cover letters for Hospice and Home Health as well as where and how to submit your documents. You will receive all ALECC’s helpful hints and recommendations for an organized and optimal submission.

In alignment with our vision and mission, 2024 will bring new tools and resources to meet the specific needs of hospice and home health agencies today. We are thrilled to announce our latest development - the ADR Documentation Checklist Bundle" available for both Home Health and Hospice.

We are offering a special 5% discount using the following code at checkout: **ADR5**

**Click here to learn more about the ADR Documentation Checklist Bundles:**[All Course (alecc.com)](https://www.alecc.com/course/listing?)

ALECC is here to support you with ADRs and hope you find our step-by-step guide and organizational tools helpful!

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*If you would like to submit a question for consideration to be featured in an ASK ALECC newsletter, please click on the link below to submit a question.*

[*ASK ALECC Question Form*](https://www.alecc.com/ask-alecc)