



Institutional Handbook of Operating Procedures Policy 6.1.10	
Section: Compliance	Responsible Vice President: Senior Vice President & General Counsel
Subject: General Compliance	Responsible Entity: Office of Institutional Compliance

I. Title

Self-Reporting of Overpayments

II. Policy

- A.** Both federal and state governments reimburse UTMB for services rendered. These services may include the provision of health care to patients or through sponsored research grants awarded from various governmental funding agencies.

- B.** If there is a report of incorrect billing, a request for reimbursement, or misuse of governmental monies, UTMB will investigate, with the exercise of reasonable diligence, the allegation, ensure the error(s) are corrected, and any overpayments are reported and returned by the later of a) the date which is sixty (60) days after the date on which it was determined that an overpayment was received and the amount of the overpayment quantified, or b) the date any corresponding cost report is due, if a person identifies the overpayment within six (6) years of the date the overpayment was received. In certain situations, UTMB may determine it is necessary to communicate billing errors directly to the Department of Justice, the Department of Health and Human Services Office of Inspector General, or other appropriate agency.

- C.** The Office of Institutional Compliance (OIC) is responsible for managing any investigations and determining the amount of money to be refunded. Furthermore, the OIC, along with the responsible department head, is responsible for managing any communication of errors to the governmental sponsor. This may include, but is not limited to, making phone calls, writing letters, hiring outside counsel or otherwise investigating and communicating to the government sponsor.

III. Relevant Federal and State Statutes

[Section 1128 J \(d\), Social Security Act](#)

IV. Related UTMB Policies and Procedures

[IHOP Policy 6.00.02 Billing Compliance Plan](#)

[IHOP Policy 6.3.2, Correction of Errors Related to Federal Healthcare Program Reimbursement](#)

IHOP Policy 6.1.10 Self-Reporting of Overpayments

V. Dates Approved or Amended

<i>Originated: 12/13/2006</i>	
<i>Reviewed with Changes</i>	<i>Reviewed without Changes</i>
02/02/2012	05/07/2015
07/18/2016	

VI. Contact Information

Office of Institutional Compliance
(409) 747-8700