

# HCCGRC

Healthcare Compliance Solutions

## Compliance Automation Readiness Checklist

Use this checklist to evaluate the readiness of your compliance program and identify opportunities for automation and improvement.

HCCGRC is a modern, cloud-based compliance platform built specifically for Medicare Advantage plans, ACOs, and provider organizations. We help compliance teams streamline oversight, reduce manual work, and stay audit-ready by digitizing core functions such as risk assessment, incident tracking, policy distribution, training, and audit reporting.

# HCCGRC Compliance Automation Readiness Checklist

## Governance & Oversight

- The compliance officer is empowered with authority and resources
- The compliance committee meets regularly and reviews program metrics

## Risk Assessment & Work Plan

- We conduct a formal risk assessment annually
- Risk findings inform our compliance work plan and audits

## Monitoring, Auditing & Response

- We have an internal auditing and monitoring schedule based on risk
- Corrective action plans (CAPs) are tracked through closure

## Policies, Training & Communication

- Code of Conduct and policies are easily accessible and version-controlled
- Training is documented and tailored to employee roles
- Regulatory updates and guidance are communicated promptly

## Issue & Incident Management

- Incidents are logged with root cause, resolution and timelines
- We analyze incident trends to inform future risk mitigation

## Compliance Reporting & Audit Readiness

- We can produce documentation required for CMS audits quickly
- Program effectiveness is reviewed and improved annually