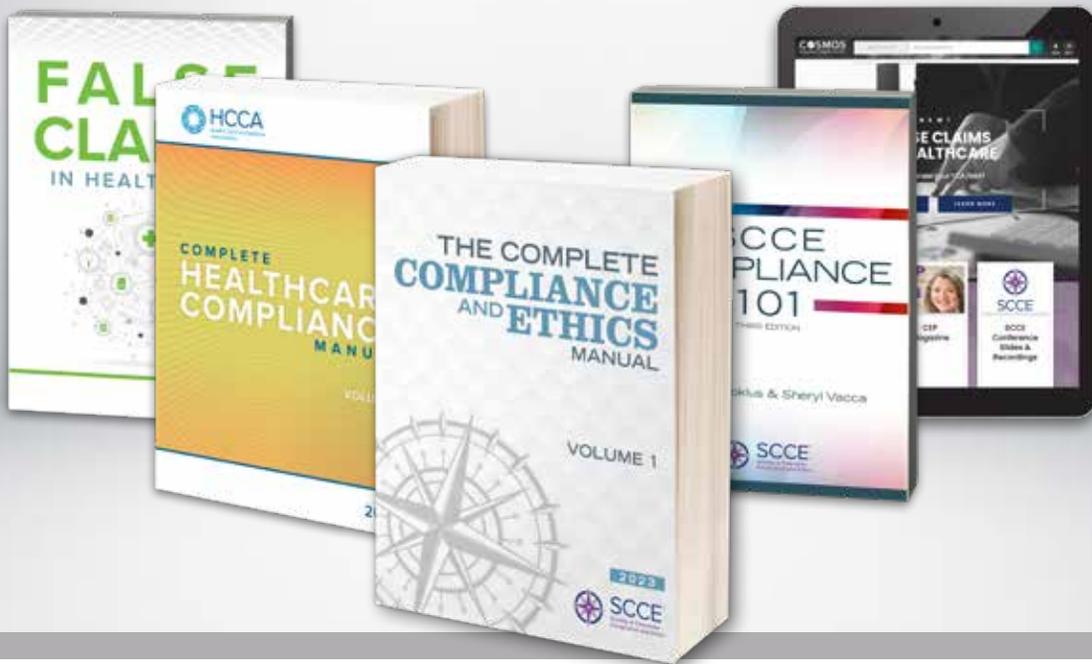


— 2023 —
**PRODUCT
CATALOG**



As the compliance and risk landscape changes, compliance professionals are tasked with keeping up with shifting laws, regulations, and public expectations. The Society of Corporate Compliance and Ethics® & Health Care Compliance Association® (SCCE & HCCA) provide the resources necessary for compliance and ethics professionals to become educated, get involved, and stay informed. SCCE & HCCA publications provide critical analysis and industry-leading insights, helping you stay up to date with the evolving landscape.

In this catalog, you'll find offerings for:

- Corporate compliance resources and publications offered by SCCE (pp. 3 – 14)
- Healthcare compliance resources and publications offered by HCCA (pp. 16 – 25)

Prices indicated are subject to change

COSMOS®

Navigate the Compliance Universe

Whether you are looking for analysis of the latest regulatory updates, or guidance on how to improve your compliance program, our COSMOS online content platform can help. Search across our growing archives of member magazines, newsletters, books, conference presentations, and session recordings to provide the trusted answers you need—when you need them most. Learn more at compliancecosmos.org



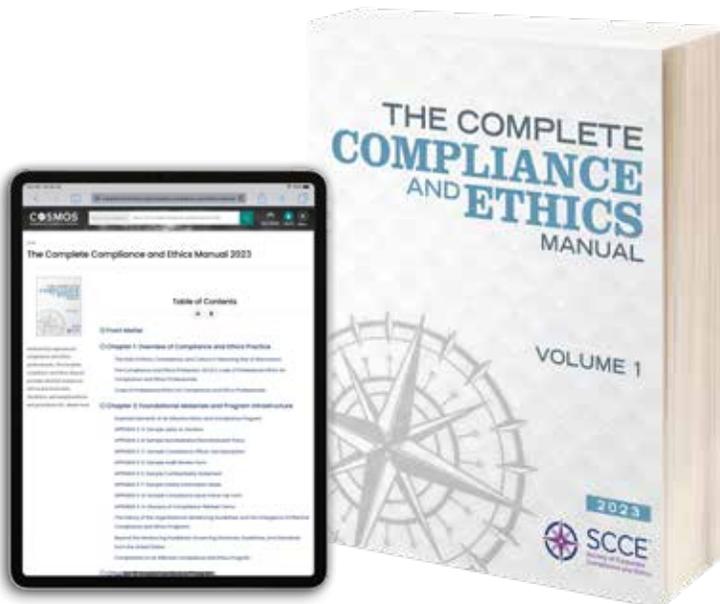
Join SCCE or HCCA and stay at the forefront of the ever-changing compliance industry. Membership includes a subscription to *Compliance & Ethics Professional (CEP) Magazine* or *Compliance Today*, which cover the latest news, developments, and practical tips, and *Ethikos*, the quarterly online newsletter focusing on business ethics issues. Members also receive discounts on SCCE & HCCA's educational events and publications.



Become a member today!

Learn more about SCCE membership
corporatecompliance.org/membership

Learn more about HCCA membership
hcca-info.org/membership



NEW

The Complete Compliance and Ethics Manual

As your go-to compliance resource, *The Complete Compliance and Ethics Manual* has the information you need to build and maintain a successful compliance and ethics program. More than 40 appendices have been updated in the 2023 edition.

New articles in the 2023 manual include:

- U.S. Antiboycott Laws: Understanding the Impact and Ensuring Compliance
- ESG, Cyber, and Privacy: Bridging the Divide
- EU Whistleblower Directive
- Creating Effective Compliance Training
- Creating an Effective Code of Conduct and Code Program

Upgraded content areas includes:

- Board Engagement, Training, and Reporting
- Creating an Organizational Investigations Program and Conducting Effective Workplace Investigations
- Independent Investigations Overseen by Audit Committee: Procedures and Guidance
- Anti-Money Laundering Compliance Programs for Financial Institutions and Other Businesses
- Government Agencies: Effective Compliance and Ethics Programs Are Necessary for Public Trust
- Harassment in the Workplace: Leadership Impact and the Role of the Compliance and Ethics Practitioner
- Data Mapping: A Necessary Risk Management Tool
- Creating an Effective Data and Information Governance Program
- Social Media Compliance

Readers can earn up to 10 non-live Compliance Certification Board (CCB)[®] continuing education units (CEUs) by passing the quiz associated with this manual.

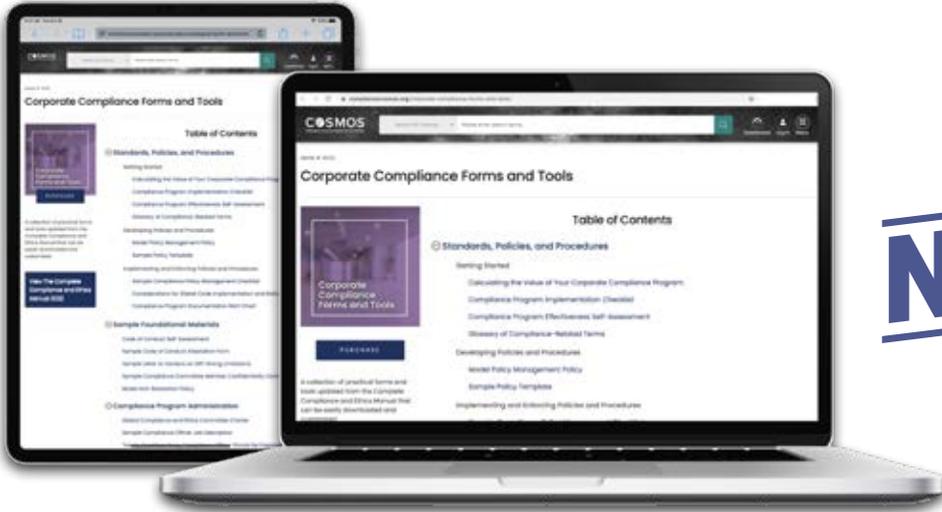
Online and bundle subscriptions now include access to the United States Code (USC) and Code of Federal Regulations (CFR) databases, as well as our Corporate Compliance Forms and Tools library available in downloadable Word document format.

PURCHASING OPTIONS:

Two-volume softcover book set: Members: \$279 / Non-members: \$379

Online access: Members \$239 / Non-members: \$319

Softcover book set + Online access: Members \$399 / Non-members: \$539



Corporate Compliance Forms and Tools

This collection of sample policies, procedures, checklists, and other tools can be downloaded as Word documents and easily edited or customized for your organization. Content includes forms and tools on topic areas featured in *The Complete Compliance and Ethics Manual*.

Now you can quickly and easily search COSMOS® for the resources that you need to complete your compliance program project.

Find practical forms and tools in the following subject areas:

- Standards, policies, and procedures
- Compliance program administration
- Communication, education, and training
- Auditing and monitoring
- Internal reporting systems
- Employee discipline and incentives
- Investigation and response
- Risk assessment and management
- Specific compliance and ethics risks

A subscription is included with your purchase of a one-year online subscription or bundle purchase of *The Complete Compliance and Ethics Manual* or can be purchased as a stand-alone subscription.

PURCHASING OPTION:

One-year online subscription: Members \$239/ Non-members \$319

DEVELOPING AND IMPLEMENTING COMPLIANCE PROGRAMS



International Compliance 101, 2nd Edition

by Debbie Troklus, Sheryl Vacca, and Louis Perold

This book provides the basic information you need to establish a global compliance and ethics program and keep it active and growing. Written by compliance and ethics experts in the field, it is an ideal resource for a range of professionals, from those who are new to the field to senior leadership.

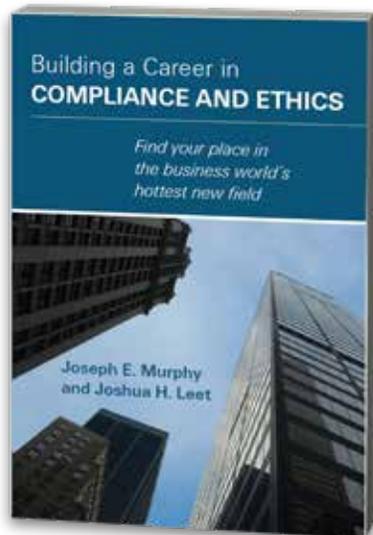
This edition covers the seven essential elements of a compliance program, the steps needed to implement an effective one, and more.

PURCHASING OPTIONS:

Softcover book: Members \$55 / Non-members \$80

Online access: Members \$55 / Non-members \$80

Softcover book + Online access: Members \$85 / Non-members \$115



Building a Career in Compliance and Ethics

by Joseph E. Murphy and Joshua H. Leet

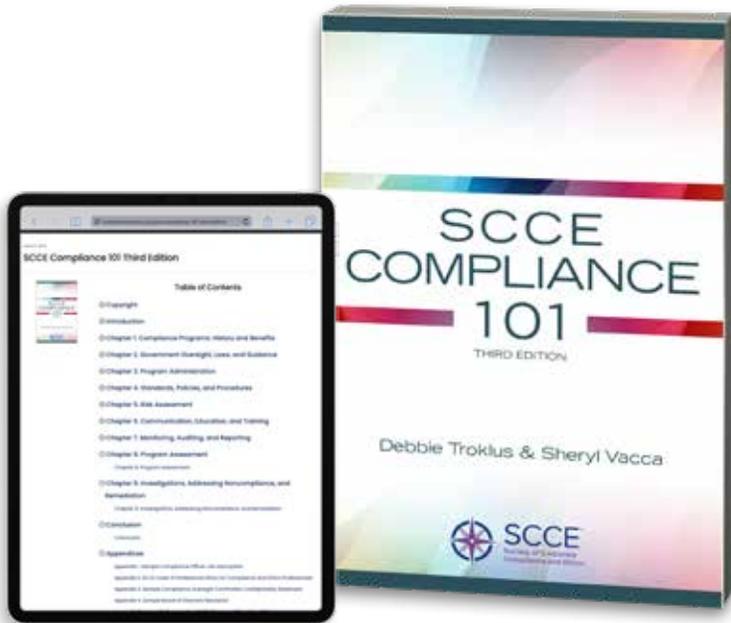
This book features step-by-step instructions on how to establish a career making powerful organizations safer and more ethical.

You'll learn:

- The wide range of compliance and ethics jobs
- The skills and temperament needed for this field
- Practical ways to prepare for and get ahead in your career
- Steps for conducting an effective job search
- Advice from seasoned compliance and ethics professionals in the field
- Tips for “selling” your compliance and ethics program to upper management

PURCHASING OPTION:

Softcover book: Members \$55 / Non-members \$80



NEW

SCCE Compliance 101, Third Edition

by Debbie Troklus and Sheryl Vacca

SCCE Compliance 101, Third Edition offers a concise overview of compliance programs, how they operate, and the compliance officer's role. Written by authors Debbie Troklus and Sheryl Vacca, it contains insight into best practices for building or maintaining an effective compliance program and is ideal for new practitioners, board members, or staff education.

Get guidance and insight on:

- Benefits and administration of a compliance program
- Government guidance and laws
- Risk assessment, monitoring, and auditing
- Measuring program effectiveness

Readers can earn up to 2 non-live Compliance Certification Board (CCB)[®] continuing education units (CEUs) by passing the quiz associated with this book.

Released December 2021, the updated *SCCE Compliance 101, Third Edition* provides insights and tips on running an effective compliance program and includes new chapters, sample policies, forms, and further resources to explore.

PURCHASING OPTIONS:

Softcover book: Members \$55 / Non-members \$80

Online access: Members \$55 / Non-members \$80

Softcover book + Online access: Members \$85 / Non-members \$115



Compliance Risk Assessments: An Introduction

by Judith W. Spain

This book includes a sample compliance risk assessment survey and will walk you through the compliance risk assessment process step by step. Learn how to build a robust process, avoid common pitfalls, and work toward continuous improvement.

Topics include:

- Understanding the nature of risk and importance of risk management
- Defining the compliance risk universe
- Determining the likelihood and impact of a risk's occurrence
- Creating and conducting the risk assessment survey
- Compiling and evaluating results
- And more

PURCHASING OPTIONS:

Softcover book: Members: \$55 / Non-members: \$80

Online access: Members: \$55 / Non-members: \$80

Softcover book + Online access: Members: \$85 / Non-members: \$115



Creating Great Compliance Training in a Digital World by Kirsten Liston

This book can help you to “sell compliance” to your workforce through proven strategies and tactics. In these pages, compliance meets content marketing, journalism, and advertising.

Learn the five key principles behind great compliance training:

- Focus on what the law means, not what the law says
- Think like a lawyer, talk like a human
- Aim for persuasion, not just information
- Master the nuts and bolts
- Measure and manage your impact

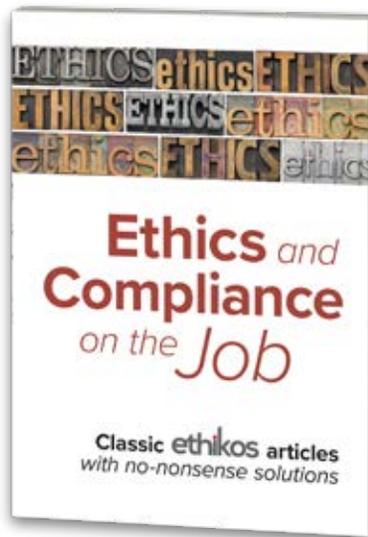
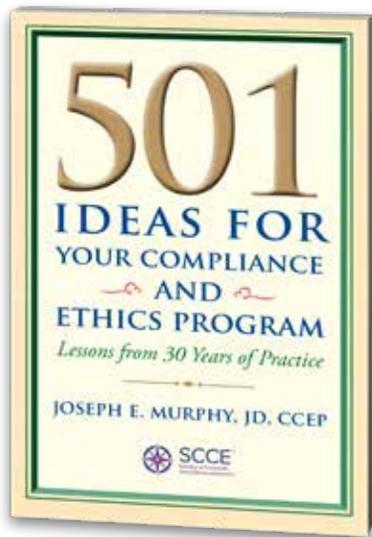
PURCHASING OPTIONS:

Softcover book: Members \$55 / Non-members \$80

Online access: Members \$55 / Non-members \$80

Softcover book + Online access: Members \$85 / \$115

RUNNING EFFECTIVE COMPLIANCE & ETHICS PROGRAMS



501 Ideas for Your Compliance and Ethics Program: Lessons from 30 Years of Practice

by Joseph E. Murphy, JD, CCEP

Author Joseph Murphy has spent his career collecting great ideas for building an effective compliance and ethics program. He shares 501 of them here to help others find new ways to improve their programs. Print and web citations are included next to each idea.

Topics covered in this collection include:

- Identifying compliance and ethics risks
- Preparing for investigations
- Establishing and enforcing a program
- Evaluating effectiveness
- Conducting audits
- Benchmarking against industry practices
- And much more!

PURCHASING OPTION:

Softcover book: Members: \$55 / Non-members: \$80

Ethics and Compliance on the Job

As the beacon of business ethics publications, *Ethikos* has shined a spotlight on ethics and compliance for more than 25 years. This anthology of articles brings together highly relevant and practical ideas, insights, and advice for today’s practitioners.

Articles for this collection were selected to cover five key subject areas:

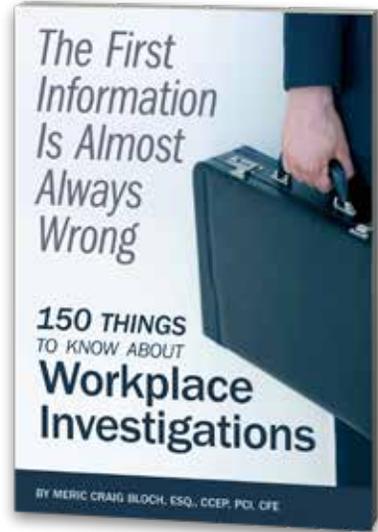
- Establishing/promoting an ethical and compliant culture
- Implementing effective programs
- Communicating ethics and compliance
- Training and education for ethics and compliance
- Assessing and measuring program effectiveness

PURCHASING OPTION:

Softcover book: Members: \$75 / Non-members: \$100

INVESTIGATIONS AND AUDITS

“ **#63:**
What didn't happen is as important as what did....Your investigation findings must tell a story. ”



The First Information Is Almost Always Wrong: 150 Things to Know About Workplace Investigations

by Meric Craig Bloch, Esq., CCEP, PCI, CFE

In this book, Meric Craig Bloch details the strategies and tactics he knows work best. His practical guidance will help readers learn to plan and conduct thorough investigations and turn the results into valuable knowledge for their organizations. His insightful approach is mapped out in three sections:

- Protect your career — How to think like a workplace investigator
- Protect your company — How to integrate your investigations into your company's operations
- Protect your case — How to conduct an effective workplace investigation

PURCHASING OPTIONS:

Softcover book: Members: \$90 / Non-members: \$120

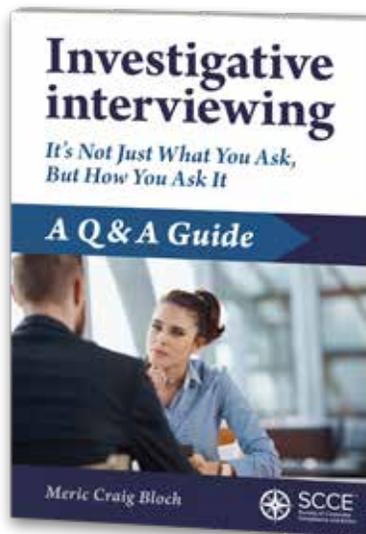
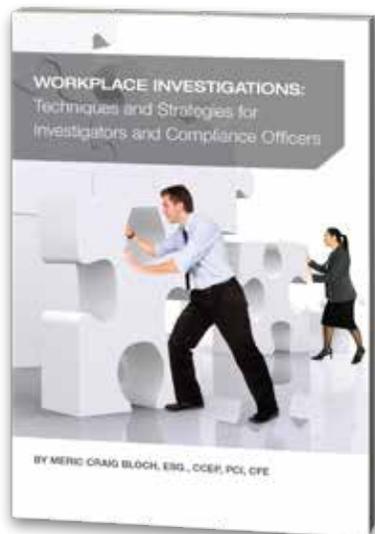
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Three-book set: Members: \$220 / Non-members: \$295

Three-book set + Online access: Members: \$320 / Non-members: \$435

SAVE WHEN YOU BUY ALL THREE OF MERIC BLOCH'S BOOKS AS A SET:



Workplace Investigations: Techniques and Strategies for Investigators and Compliance Officers

by Meric Craig Bloch, Esq., CCEP, PCI, CFE

Let this book be your guide, and you will learn how to effectively handle the entire investigations process.

This book walks you through every step of an internal investigation and covers how to:

- Structure the process
- Select an investigations team
- Plan the investigation
- Interview reporters and witnesses
- Interview implicated employees
- Secure relevant documents
- Evaluate evidence
- Reach conclusions
- Write a final report and move forward

PURCHASING OPTIONS:

Softcover book: Members: \$100 / Non-members: \$135
Online access: Members: \$100 / Non-members: \$135
Softcover book + Online access: Members: \$130 / Non-members: \$175
Three-book set: Members: \$220 / Non-members: \$295
Three-book set + Online access: Members: \$320 / Non-members: \$435

Investigative Interviewing: It's Not Just What You Ask, But How You Ask It—A Q&A Guide

by Meric Craig Bloch, Esq., CCEP, PCI, CFE

In this book, Meric Craig Bloch has gathered the most useful questions posed to him and provided his expert answers.

This book offers effective strategies and tactics that can help you become a better workplace investigator and covers the seven key areas of investigative interviewing:

- Preliminary considerations
- Fine-tuning your approach
- The interview process
- Interviewing the reporter
- Interviewing the subject
- Assessing credibility and detecting deception
- Writing the interview memo

PURCHASING OPTIONS:

Softcover book: Members: \$55 / Non-members: \$80
Online access: Members: \$55 / Non-members: \$80
Softcover book + Online access: Members: \$85 / Non-members: \$115
Three-book set: Members: \$220 / Non-members: \$295
Three-book set + Online access: Members: \$320 / Non-members: \$435

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ETHICS & INTEGRITY IN THE COMPLIANCE PROFESSION

“ **A company’s ethical culture is formed and sustained...by appealing to each employee’s personal integrity and inspiring a commitment to the company’s mission and core values.** ”

—Ted Nuñez,
contributing author



Building an Ethical Culture

edited by Art Weiss

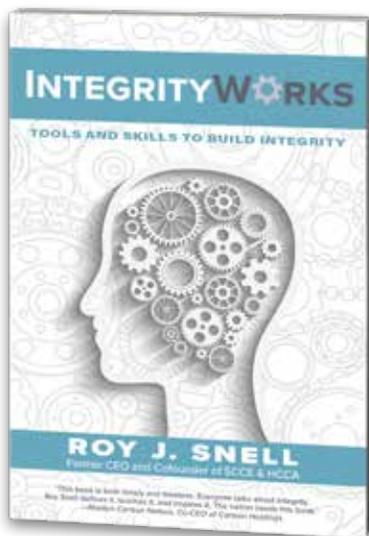
This book is for compliance and ethics professionals who want to understand what fuels unethical behavior in the workplace and how to build a culture that prevents it.

This step-by-step guide shows you how to embrace shared core values to create lasting change. You'll learn:

- What it means to have an ethical culture and why it's critical to your organization's survival,
- How to build a solid foundation for a compliance and ethics program that thrives,
- And more!

PURCHASING OPTION:

Softcover book: Members: \$55 / Non-members: \$80



IntegrityWorks: Tools and Skills to Build Integrity

by Roy J. Snell

In this book, author Roy J. Snell describes four areas we can all work on to act with more integrity:

- Being honest with ourselves about our core beliefs
- Recognizing cognitive biases and how they affect our decision-making abilities
- Having respectful, civil debates and listening to all sides of an issue
- Going through a critical thinking process when solving problems and making important decisions

Through practical tips and helpful exercises, interviews with ethical leaders, and personal stories, Snell challenges readers to change their thinking and do the work it takes to build one's integrity in their professional and personal lives.

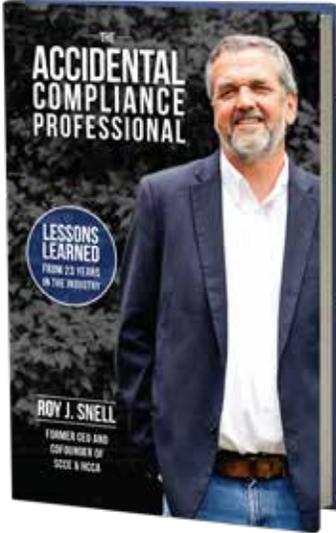
PURCHASING OPTION:

Softcover book + Online access: Members \$12.95 / Non-members \$17.95

“ This is a profoundly readable, practical, empowering, and enabling book for all of us who would like to bring our whole and best selves to our professional endeavors. ”

—Mary C. Gentile, PhD, Author of *Giving Voice to Values: How to Speak Your Mind When You Know What's Right*

INDUSTRY INSIGHTS



The Accidental Compliance Professional: Lessons Learned from 23 Years in the Industry

by Roy J. Snell

What does 23 years in the compliance and ethics industry teach you? In this book, former CEO and cofounder of SCCE & HCCA Roy J. Snell tells his personal and compliance war stories, and how they can help any compliance professional succeed.

In an entertaining yet practical way, you'll learn:

- The emotional intelligence and interpersonal skills needed to succeed.
- The tools needed to fully attack and fix a compliance problem.
- Many more lessons that you can use in your career!

PURCHASING OPTIONS:

Hardcover book + Online access: Members: \$39.95 / Non-members: \$54.95

Softcover book + Online access: Members: \$29.95 / Non-members: \$39.95



“A thoroughly enjoyable must-read for every compliance professional. The book is a wonderful combination of all of Roy’s best qualities: wisdom, passion, experience, humor, and just the right amount of wise cracker. I’ve known Roy for almost 20 years and still found I had more to learn from him.”

*—Margaret Hambleton, CHC, CHPC,
President, Hambleton Compliance*

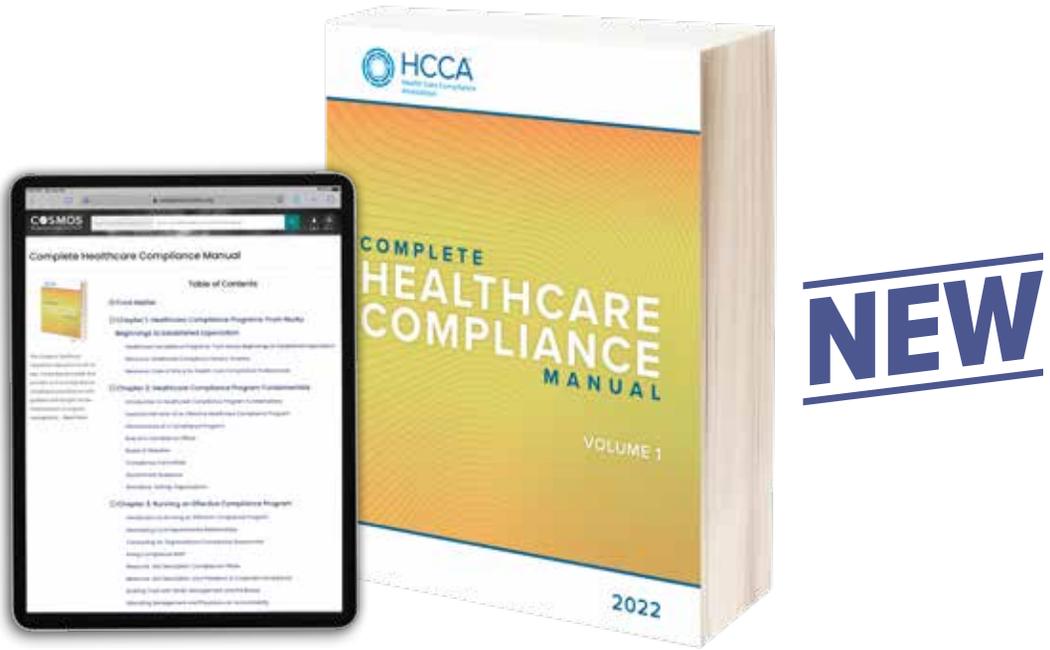
Compliance resources at your fingertips

Get the trusted answers you need, when you need them most, on COSMOS®, HCCA's online content platform. Access proven, practical compliance content on your phone, computer, or table—anytime, anywhere.

COSMOS houses a growing collection of compliance resources, including:

- Member magazines
- Newsletters
- Books
- Conference presentations and session recordings
- And more!





Complete Healthcare Compliance Manual

Newly updated in 2022, this two-volume manual provides new and experienced practitioners with first-class guidance and insights on the fundamentals of program management, risk assessment, compliance training, auditing and monitoring, and much more.

With over 50+ actionable program-related resources, including sample board reports, checklists, forms, surveys, and policy templates, practitioners will find many tools they can use to develop and maintain an effective healthcare compliance program.

This annually updated manual is the comprehensive, practical, and authoritative resource every healthcare compliance professional needs.

Learn how to:

- Raise awareness of your organization’s compliance program
- Use best practices during internal investigations and in response to government investigations
- Create policies and procedures for managing high-risk areas
- Develop and improve educational and compliance training materials
- Successfully navigate a CIA or IA
- Create impactful board reports and communicate effectively with the board
- Understand and plan for developing risk areas
- Maintain, monitor, and evaluate program effectiveness

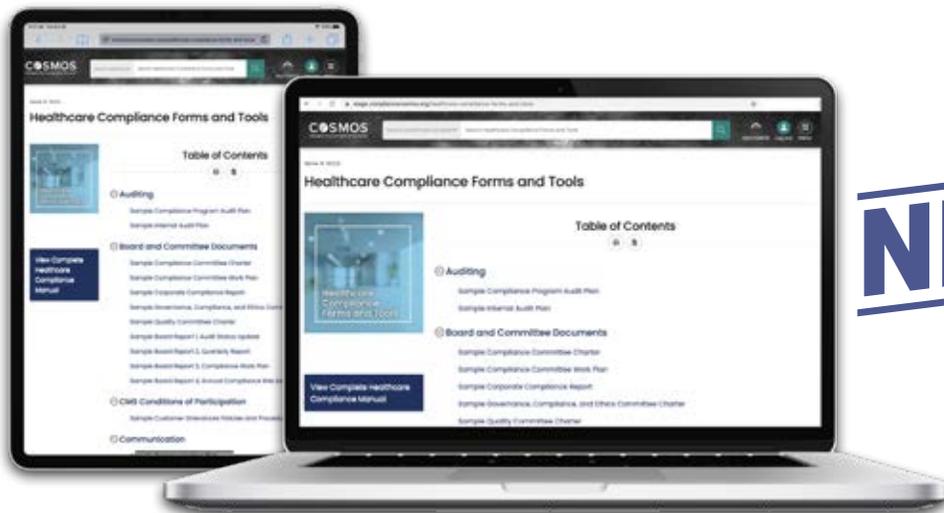
Online and bundle subscription now includes access to the United States Code (USC) and Code of Federal Regulations (CFR) databases.

PURCHASING OPTIONS:

Softcover manual: Members: \$279 / Non-members: \$379

Online access: Members: \$239 / Non-members: \$319

Softcover manual + Online access: Members: \$399 / Non-members: \$539



Healthcare Compliance Forms and Tools

This collection of sample policies, procedures, checklists, and forms can be downloaded as Word documents and easily edited or customized for your organization. Content includes forms and tools for topic areas featured in the *Complete Healthcare Compliance Manual*.

Now you can quickly and easily search *COSMOS*® for the resources that you need to complete your healthcare compliance program project.

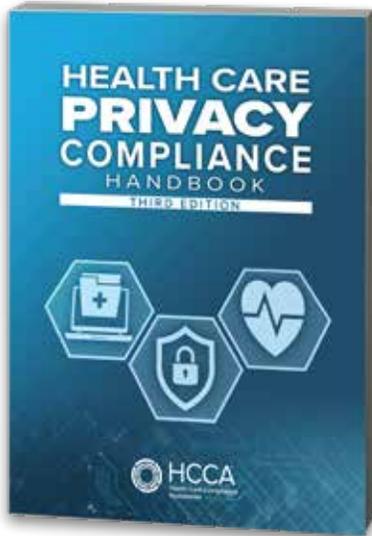
Find practical forms and tools, such as:

- Sample board reports
- Sample compliance risk assessment questionnaire
- Sample compliance monitoring plan
- List of compliance policies
- Provider-based compliance audit checklist
- Sample internal audit plan
- And more

A subscription to *Healthcare Compliance Forms and Tools* is included with your purchase of a one-year online subscription or bundle purchase of the *Complete Healthcare Compliance Manual* or can be purchased as a stand-alone subscription.

PURCHASING OPTION:

One-year online subscription: Members \$239/ Non-members \$319



Health Care Privacy Compliance Handbook, Third Edition

As our nation continues to move toward the expanded sharing of electronic healthcare records, and with the increasing use of cloud databases, HCCA recognizes that healthcare privacy professionals need help keeping up with health information regulations.

Get the tools you need with the third edition of *Health Care Privacy Compliance Handbook*. The newly updated handbook will help you navigate the legal and regulatory framework that governs protected health information. Written by faculty of HCCA's Healthcare Privacy Compliance Academy, this vital resource offers up-to-date guidance on:

- HIPAA Privacy and Security rules
- Breach Notification rule
- Vendor relations
- Human research privacy
- Payer privacy issues
- Privacy Act
- Family Educational Rights and Privacy Act
- 42 C.F.R., Part 2
- Privacy risk assessments
- Auditing and monitoring for privacy

PURCHASING OPTIONS:

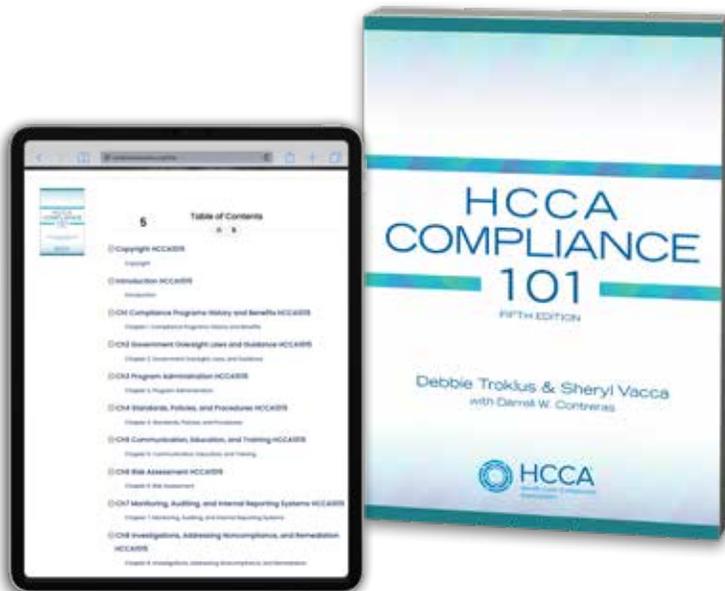
Softcover book: Member \$195/ Non-member \$265

Online access: Member \$165 / Non-member \$225

Softcover book + Online access: Member \$265 / Non-member \$355

“Data privacy and security are significant issues in virtually every deal or decision made by large and small healthcare companies.”

DEVELOPING & IMPLEMENTING COMPLIANCE PROGRAMS



NEW

Compliance 101, Fifth Edition

by Debbie Troklus and Sheryl Vacca, with contributing author Darrell W. Contreras

HCCA Compliance 101, Fifth Edition, is a concise overview of healthcare compliance programs, how they operate, and the role of the compliance officer. It addresses best practices and strategies for both new and established healthcare compliance programs.

Content includes:

- Benefits and administration of a compliance program following the seven essential elements
- Government guidance and laws
- Patient privacy and security
- Risk assessment, monitoring, and auditing
- Program assessment and measuring effectiveness

Readers can earn up to 2 non-live Compliance Certification Board (CCB)[®] continuing education units (CEUs) by passing the quiz associated with this book.

This concise handbook is perfect for new compliance professionals, board members, staff, and others who need a foundation in compliance principles and an understanding of what's needed to run an effective program.

PURCHASING OPTIONS:

Softcover book: Members \$55 / Non-members \$80

Online access: Members \$55 / Non-members \$80

Softcover book + Online access: Members \$85/ Non-members \$115

RESEARCH COMPLIANCE



Research Compliance Professional's Handbook, 3rd Edition

To be successful in research compliance, it is vital to play by the rules. If not, it can result in misconduct accusations and harsh consequences for researchers and institutions. Get comprehensive, up-to-date guidance to meet the demands of governing entities. Written by clinical research experts, this handbook can help you cultivate an effective research compliance program.

Subjects include:

- Human subject protections
- Biosafety and biosecurity
- Conflicts of interest
- Scientific misconduct
- And more

PURCHASING OPTIONS:

Softcover book: Members \$195/ Non-members \$265

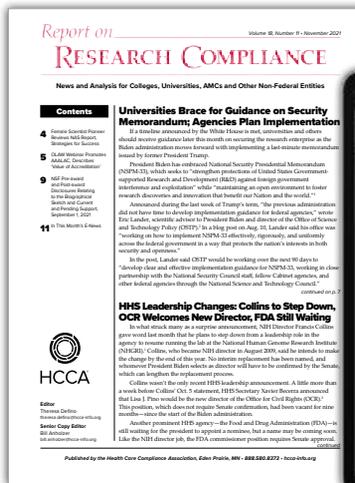
Online access: Members \$165/ Non-members \$225

Softcover book + Online access: Members \$265/ Non-members \$355

RESEARCH COMPLIANCE

MONTHLY NEWSLETTER

Report on RESEARCH COMPLIANCE



Report on Research Compliance

Report on Research Compliance provides unique and timely content and actionable business strategies to safeguard your organization from costly research compliance mistakes.

Some of the topics you can read about each month are:

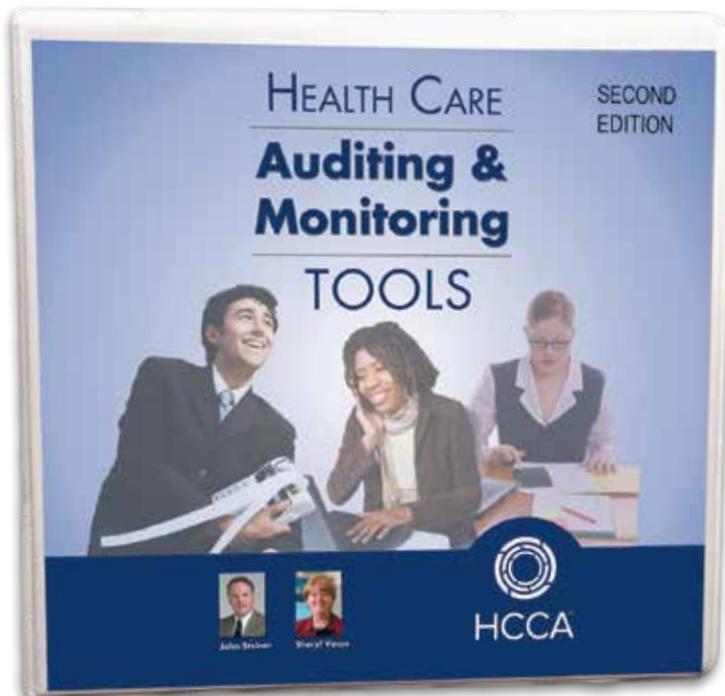
- False Claims Act settlements and misconduct findings
- Audits and enforcement actions
- Regulations governing biomedical, animal, and other types of research

Earn 1 non-live Compliance Certification Board (CCB)[®] continuing education unit (CEU) per each issue read.

Subscriptions include 12 issues delivered by First-Class mail, weekly e-news delivered to your inbox, and digital access to our online compliance portal, COSMOS.

ANNUAL SUBSCRIPTION (12 MONTHLY ISSUES):

Print newsletter + Online access: Members \$425 / Non-members \$575



Health Care Auditing & Monitoring Tools, Second Edition

This toolkit provides templates, sample reports, model policies and procedures, and more to help improve your program.

This toolkit covers:

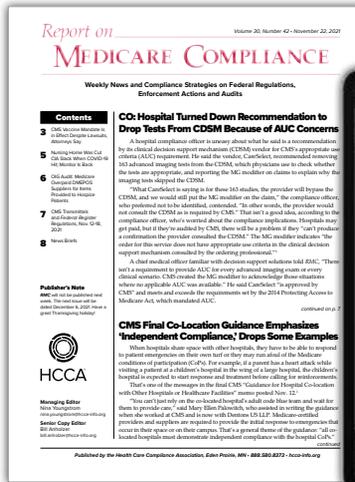
- Building a compliance program
- Risk assessment and plan development
- Policies and procedures
- Tools for specific program audits
- Program effectiveness reviews

The print book also comes with a PDF version of the book to provide easy access to documents created and implemented by your professional peers.

PURCHASING OPTION:

Binder book and PDF: Members: \$259 / Non-members \$349

Report on
MEDICARE COMPLIANCE



Report on Medicare Compliance

Report on Medicare Compliance includes effective, practical strategies and checklists you can immediately implement into your compliance program. You will stay up to date on the ever-changing world of Medicare and get expert insights and guidance on what these developments mean for your organization.

Below are some of the topics covered each month:

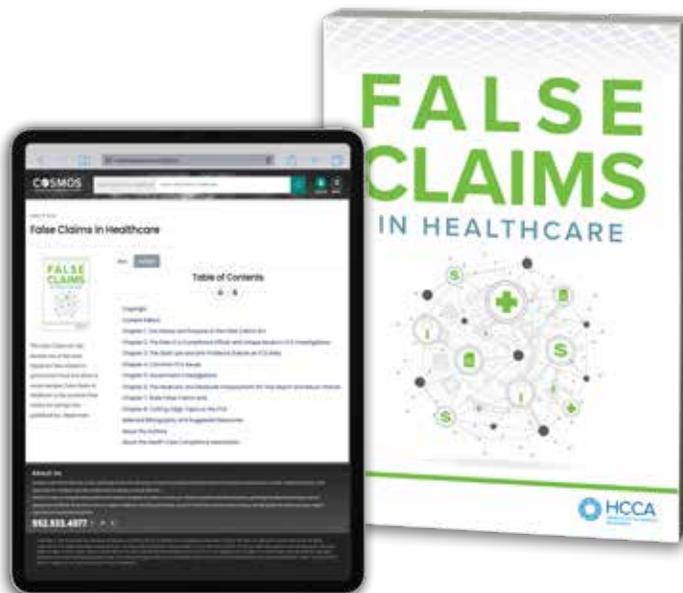
- Medicare and commercial audits
- False Claims Act settlements and misconduct findings
- Stark Law and the Anti-Kickback Statute
- Inpatient and outpatient billing

Earn 1 non-live Compliance Certification Board (CCB)[®] continuing education unit (CEU) per each issue read.

Subscriptions include 45 issues, a searchable library of past issues, and digital access to our online compliance platform, COSMOS.

ANNUAL SUBSCRIPTION (45 WEEKLY ISSUES):

Print newsletter + Online access: Members \$665 / Non-members \$895



NEW

False Claims in Healthcare

False Claims in Healthcare is an essential guidebook to the False Claims Act and how it applies to healthcare compliance issues. It examines various aspects of the False Claims Act and qui tam actions, enforcement actions, common FCA issues, and state false claims laws; and also contains insights and strategies for compliance professionals looking to protect their organizations and build effective compliance programs.

You'll learn more about:

- History of the False Claims Act and qui tam actions
- The role of compliance officers and programs in the fight against fraud
- Unique issues in FCA investigations
- How the Stark Law and Anti-Kickback Statute are FCA risks
- Common and cutting-edge FCA issues
- Government investigations
- Medicare and Medicaid overpayment 60-day report and return statute
- State false claims acts and related statutes

PURCHASING OPTIONS:

Softcover book: Members \$74.95 / Non-members \$99.95

Online access: Members \$74.95 / Non-members \$99.95

Softcover book + Online access: Members \$99.95 / Non-members: \$133.95