

NPDB GUIDE TO REPORTING HEALTH CARE-RELATED CIVIL JUDGMENTS

BEFORE SUBMITTING:

Are you a federal or state attorney or a health plan that was party to a civil judgment against a health care practitioner, provider, or supplier?

Civil judgments are actions (other than criminal convictions) that are rendered in a federal or state court. However, consent judgments (with no finding or admission of liability) secured for civil settlements are excluded from the NPDB reporting requirement.

A civil judgment against a health care practitioner, provider, or supplier *is reportable*, regardless of whether the judgment is on appeal, when it is related to the delivery of a health care item or service. For multi-party suits:

A government agency in a multi-party suit must *report the entire action, including all amounts* awarded to all claimants, both public and private.

If a government agency is not a party, but there are multiple health plan claimants, the *health plan with the largest award* must report the total action for all parties.

within 30 days of when the action was taken

SUBMIT AN INITIAL ADVERSE ACTION REPORT



REPORT MODIFICATIONS (when needed):

The NPDB notifies the subject of the report when the report is submitted, and when any of these modifications are made.



Did your organization take an action that modifies or relates to a previously reported action?

SUBMIT A REVISION-TO-ACTION REPORT



Initial



Revision



Did your organization determine there is an error or omission in a previously submitted report?

SUBMIT A CORRECTION REPORT



Initial



Corrected Report



Did your organization determine that an action should not have been reported because:

- 1 The report was erroneously submitted?
- 2 The action is not reportable?
- 3 The action was reversed or overturned?

These are the only reasons for which a report may be voided.

VOID THE REPORT



Initial



Did a practitioner appeal a previously reported action by your organization?

SUBMIT A NOTICE OF APPEAL



Initial

www.npdb.hrsa.gov