

# Embezzlement: Detect & Avoid

For Executives, Administrators, Consultants,  
Auditors, Accountants and Business Owners



## Short CEU Course Online, On-Demand

This course is Online, On-Demand with **no scheduled classes to attend** during your 3-month access to course materials.

## Earn Continuing Education Units (CEUs)



**1.5 CEUs:** This program has been approved for 1.5 continuing education units by the American Institute of Healthcare Compliance for AIHC Certified Professionals. These continuing education units may be applied towards the Core Category CEU Renewal Requirements for the following AIHC credentials: CHA, CIFHA, CHCM and OHCC.

## What You Will Learn

- Why Would Your Employee(s) Embezzle?
  - Pressure/Incentive
  - Opportunity
  - Rationalization
- Recognizing Potential Embezzlement Schemes
  - Cash Embezzlement or Funds Theft
  - Account Credit Embezzlement
  - Expense Reimbursement Fraud
  - Payroll Fraud
  - Check Kiting
  - Credit Card Fraud
  - Vendor Invoicing, False Billing, and Over-Billing
  - Merchandise or Property Theft
  - Loan Fraud
  - Lapping Scheme
- Ways to Deter Embezzlement Schemes
- What to Do When You Suspect Embezzlement
- Make It Harder for Embezzlement to Go Undetected
  - Anti-Embezzlement Strategy Means Tightening Internal Controls
  - Process Design with Segregation of Duties in Mind
  - Review Monthly Reports
- Process Design with Segregation of Duties in Mind
- Is Your Organization “Inviting” Embezzlement?



## Computer Requirements and Time Limits

To successfully complete this course, you will need high-speed internet access, email, and [Adobe Reader](#). If you do not have Adobe Reader, use the link provided above to download it for free from the Adobe website.

You will have access to the online AIHC Exams training page for 90 days starting on your enrollment date. Your course enrollment will begin within 2-3 business days of the date that the AIHC Office receives your course tuition payment. You will receive notification from our office when your course enrollment begins. Please check with your employer regarding date requirements for your completion of this training.

## Course Tuition Includes:

- A technical support professional is assigned to each professional enrolling in the program to provide professional guidance, technical website support, and assistance throughout the learning experience.
- Training materials and quizzes to test your knowledge are provided for up to three (3) months.
- Temporary AIHC Membership is provided for three (3) months.
- A Certificate of Completion is awarded for passing the online quizzes with a minimum score of 80%.

**Cost of this Training: \$35**

**AIHC Members Pay: \$25**

## How to Register for this Course

**Register Online – Return to the Course Page, Enroll and Pay!** We accept online registration payment via credit card.



**Register Via Mail or Fax:** Scroll down for a hard copy enrollment form. Mail or fax your completed form to the AIHC Office to submit your registration and payment information.




## Refund Policy

View the Refund Policy Posted on the Home Page of our Website under Financial Policies [www.aihc-assn.org](http://www.aihc-assn.org)



## HARD COPY REGISTRATION FORM Embezzlement: Detect & Avoid – Online

*Please submit one form per person*

<b>Name &amp; Credentials:</b>	<b>Enrollment Date:</b>
<b>Home Address:</b>	<b>Employer Name &amp; Address:</b>
<b>Current Job Position:</b>	
<i>(For website administration and registration confirmation)</i> <b>Primary Email Address:</b>	<b>Work Phone Number:</b>
<b>Alternate Email Address:</b>	<b>Alternate or Cell Phone Number:</b>
<b>Credit Card Payment Information:</b>	
<div style="display: flex; justify-content: space-around; align-items: center;"></div> <p style="text-align: center;">[ ] MasterCard   [ ] VISA   [ ] Discover</p>	
Amount Approved on this Credit Card: [ ] \$35 Non-Member Price   [ ] \$25 Member Price	
Card Number: _____	
Security Code: _____	Expiration Date: _____
Billing Address for this Card: _____	
Name As It Appears on this Card: _____	
Authorized Signature & Date: _____	
<p><b>Please Make Checks Payable to: AIHC</b></p> <p>[ ] \$35 for Non-Members   [\$25] Member Price</p> <p><b>AIHC Mailing Address: 5000 Gateway Drive, Suite 202, Medina, Ohio 44256</b></p> <p><b>AIHC Fax Number: (330) 952-0716</b></p> <p><b>How did you hear about us?</b></p> <p><input type="checkbox"/> Mail   <input type="checkbox"/> Email   <input type="checkbox"/> Co-Worker   <input type="checkbox"/> AIHC Website   <input type="checkbox"/> Social Media   <input type="checkbox"/> Other: _____</p>	

