

# Session Notes (All Providers)

Date of Webinar(s)

Tuesday, Jun 24, 2021

Tuesday July 6, 2021

## Questions & Answers

Topic/Category	
Q	Do we only put attendance for the day we see them? Not every day right?
A	You should only be entering attendances on the days that you see the child.
Q	Under my attendance it doesn't have classroom management screen.
A	The Classroom Management screen is for the Special Ed teachers to enter the attendance in the classroom. If you are providing Related services for a center base child you will use the Weekly Attendance screen.
Q	I usually have 30 minute sessions, should my CPT code units always be 2, if it's going by 15 minutes.
A	Yes, If you are using a 15 minute code for a 30 minute session the number of units for that CPT code should be 2.
Q	Does the CPT code you pick tell you if it's timed or not?
A	The description should tell you if the code is timed or not.
Q	Can you bill a session for 20 minutes, if session should be 30 min?
A	You can but it will not meet the Medicaid requirements and will have to be marked as such.
Q	Where do you go to choose pin?
A	You should go to My Account > My PIN
Q	Which tab do we click on to get to the session notes, when you first go into to notes is it under attendance tab and then classroom attend?
A	To enter a note for a child you go to Attendance> Weekly attendance. If you are a SPED Teacher you would use the classroom screen to enter attendances.
Q	If there is no therapy room and we use the hallway what do we put as location?
A	This is a matter that needs to be decided at the Agency. We cannot tell you what service setting to put in your notes.
Q	Will I only see the kids assigned to me or will I see the kids assigned to my whole agency?

A	You should only see the children that are assigned to you if you are an agency service provider. If you are an independent provider you will see all of the children that the county has given you.
Q	I do not see a blue heart, will that happen after choosing the code after a few times?
A	You can set up Favorites on your profile.
Q	This is a question for the end. We have to submit billing to the county with the new system as of July. The first webinar for billing is offered in August. I was wondering if there could be a "billing" webinar added in July....so we know what to do for the first round. Thank you!
A	From Livingston County: "Typically our invoices are due in 30 days, but with this being a learning session we will accept July at the beginning of Sept the latest, and August by the end of Sept. If they need more time just email us at the County and we are willing to work with them."

### **Billing Webinar Sessions:**

Please register for **Billing (Agencies & Independents Using an Outside System)** - 8/9/21(Everyone) on Aug 9, 2021 2:30 PM EDT at:  
<https://attendee.gotowebinar.com/register/3999682867140069136>

### **Livingston Billing Trainings:**

Please register for **Billing - (Livingston Agency & Independents Using Portal)** - 8/10/21 on Aug 10, 2021 11:00 AM EDT at:  
<https://attendee.gotowebinar.com/register/3955043794564004368>

Please register for **Billing - (Livingston Agencies & Independents Using Portal)** - 8/11/21 on Aug 11, 2021 2:30 PM EDT at:  
<https://attendee.gotowebinar.com/register/841632584493037328>

### **Cortland Billing Trainings:**

Please register for **Billing - (Cortland Agencies & Independents Using Portal)** - 8/12/21 on Aug 12, 2021 11:00 AM EDT at:  
<https://attendee.gotowebinar.com/register/4038263631954363408>

Please register for **Billing (Cortland Agencies & Independents Using Portal)** - 8/12/21 on Aug 12, 2021 3:00 PM EDT at:  
<https://attendee.gotowebinar.com/register/3766520432661169424>