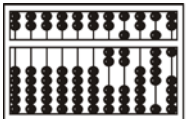


McGuinness Medicaid Service Bureau -Claiming for CPSE Portal users

Medicaid using Preschool and CPSE Portal

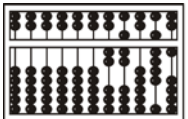


JAMES McGUINNESS
& ASSOCIATES INC.
Consultants

CPSE PORTAL

Basics

- ▶ Defining eligible services
- ▶ Synchronizing CBRS
- ▶ Importing CBRS bills
- ▶ Manual Audit
- ▶ Systematic Audit rules
- ▶ Creating a batch
- ▶ Adding / removing claims from batches
- ▶ Submitting Claims to Service Bureau

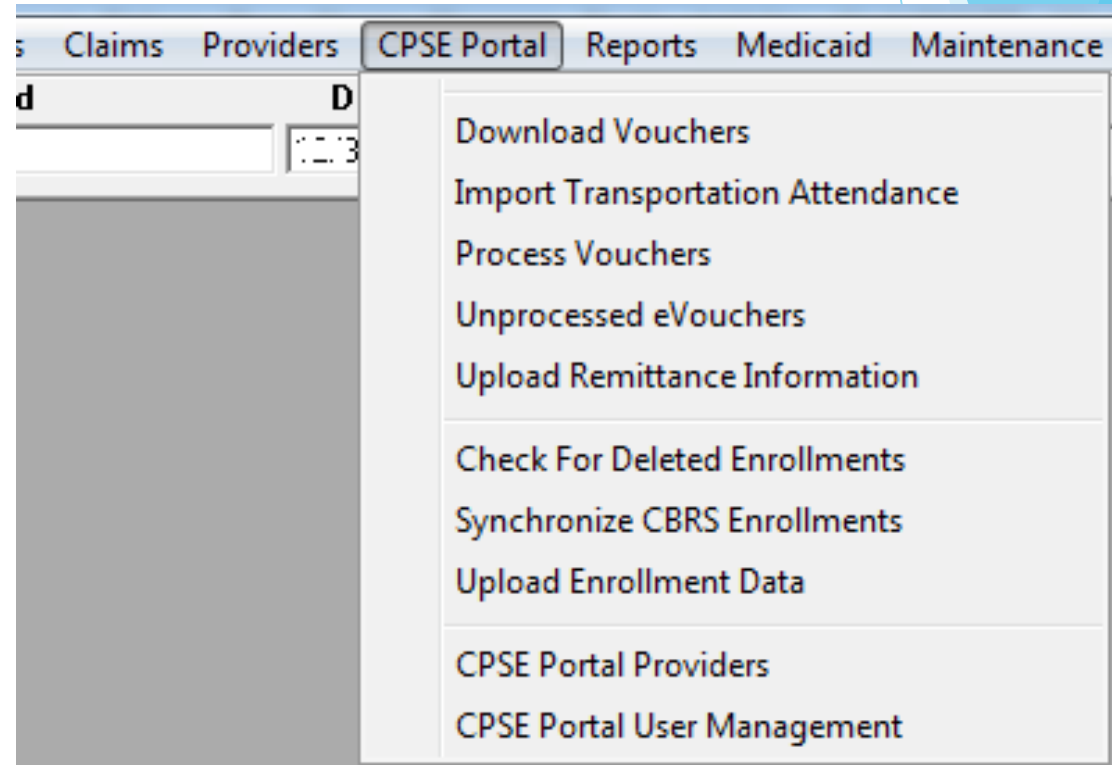


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& ASSOCIATES INC.
Consultants

**CP
SE** PORTAL

New menu

- ▶ New top menu labeled CPSE Portal
- ▶ Contains all the links previously under Maintenance->CPSEeXchange as well as the links from eBilling



Eligible Services

- ▶ Navigate to Medicaid->Define Eligible Services
- ▶ Indicate which services your County will bill Medicaid

The screenshot shows a software window titled "Define Medicaid Eligible Services". It contains two tables for defining service eligibility. The first table, "RS Service Types", lists various services with their codes and Medicaid eligibility status. The second table, "EVAL Service Types", lists other services with their codes and Medicaid eligibility status. Both tables have "Eligible" and "Ineligible" buttons to the right for marking the status.

| RS Service Types | | |
|---------------------------|------|-------------------|
| Service | Code | Medicaid Eligible |
| play therapy (OTH2) | OTH2 | No |
| Audiology | AUD | No |
| Counseling | CSL | No |
| Occ. Therapy | OT | Yes |
| Physical Therapy | PT | Yes |
| Speech Therapy | ST | Yes |
| Visually Impaired Service | TVI | No |
| parent education training | CSL | No |
| Teacher of the Deaf | TDF | No |
| Orientation and Mobility | OM | No |
| Nursing | MED | No |

Mark RS Service Type As

Eligible

Ineligible

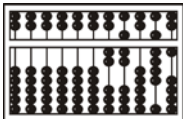
Exit

| EVAL Service Types | | |
|-----------------------|-------|-------------------|
| Service | Code | Medicaid Eligible |
| Audiological | Aud | No |
| Education | Edu | No |
| Occupational Therapy | OT | No |
| Psychological | Psyc | No |
| Physical/Medical | PhMd | No |
| Physical Therapy | PT | No |
| Social | Soc | No |
| Speech/Language | SPL | No |
| Other (Physician) | OthP | No |
| Psychiatric | Psyi | No |
| Other (Non-Physician) | OthNP | No |

Mark EVAL Service Type As

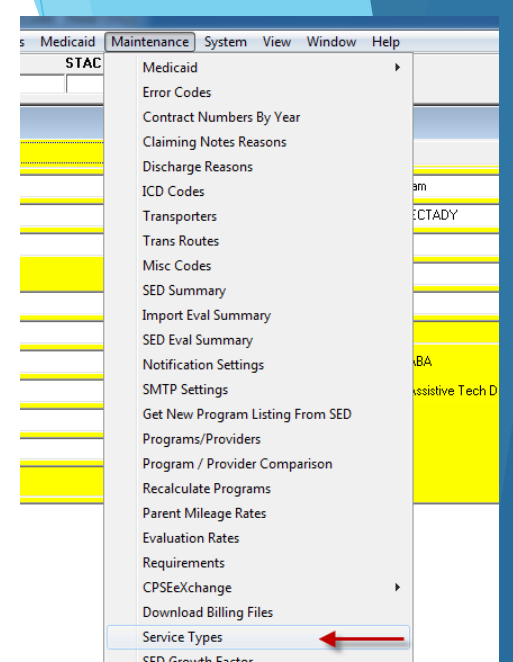
Eligible

Ineligible



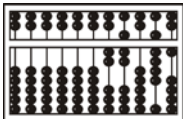
Indicating Prescription Required

- ▶ Navigate to Maintenance->Service Types
- ▶ Mark which services require a prescription / recommendation



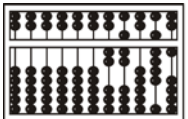
Service Type Code Maintenance

| Service | SED Service Code | County RS Service | Medicaid Eligible | Rx Required | SSHSP Cost Report | DisplayOrder | Limit Type Span | Limit Pt |
|--------------------------|------------------|-------------------|-------------------------------------|-------------------------------------|----------------------|--------------|-----------------|----------|
| assistive tech services | ATS | ATS | <input type="checkbox"/> | <input type="checkbox"/> | | | | |
| Audiology | AUD | AUD | <input type="checkbox"/> | <input type="checkbox"/> | | | | |
| Coordination (1 per | COR | COR | <input type="checkbox"/> | <input type="checkbox"/> | | | MONTHLY | 1 |
| Coordination (COR1) | COR1 | COR | <input type="checkbox"/> | <input type="checkbox"/> | | | | |
| Counseling | CSL | CSL | <input type="checkbox"/> | <input type="checkbox"/> | | | | |
| interpreter | OTH | INTRPT | <input type="checkbox"/> | <input type="checkbox"/> | | | | |
| music therapy | MUS | | <input type="checkbox"/> | <input type="checkbox"/> | | | | |
| nursing | MED | MED | <input type="checkbox"/> | <input type="checkbox"/> | | | | |
| Nursing | MED | MED | <input type="checkbox"/> | <input type="checkbox"/> | | | | |
| Occ. Therapy | OT | OT - ind | <input checked="" type="checkbox"/> | <input checked="" type="checkbox"/> | Occupational Therapy | | | |
| Occ. Therapy (OT1) | OT1 | OT - group | <input checked="" type="checkbox"/> | <input checked="" type="checkbox"/> | Occupational Therapy | | | |
| Orientation and Mobility | OM | OM | <input type="checkbox"/> | <input type="checkbox"/> | | | | |
| PARENT EDUC | PNT | PNT | <input type="checkbox"/> | <input type="checkbox"/> | | | | |
| parent education | CSL | CSL | <input type="checkbox"/> | <input type="checkbox"/> | | | | |
| Parent | OTH | PAR | <input type="checkbox"/> | <input type="checkbox"/> | | | | |
| Physical Therapy | PT | PT - ind. | <input checked="" type="checkbox"/> | <input checked="" type="checkbox"/> | Physical Therapy | | | |
| Physical Therapy (PT1) | PT1 | PT - group | <input checked="" type="checkbox"/> | <input checked="" type="checkbox"/> | Physical Therapy | | | |
| Play Therapy | OTH | PLAY | <input type="checkbox"/> | <input type="checkbox"/> | | | | |
| play therapy (OTH2) | OTH2 | OTH2 | <input type="checkbox"/> | <input type="checkbox"/> | | | | |
| Psychological | PSY | PSY | <input type="checkbox"/> | <input type="checkbox"/> | | | | |
| Social Work | SOC | SOC | <input type="checkbox"/> | <input type="checkbox"/> | | | | |
| Speech Therapy | ST | ST - ind. | <input checked="" type="checkbox"/> | <input checked="" type="checkbox"/> | Speech Therapy | | | |
| Speech Therapy (ST1) | ST1 | ST - group | <input checked="" type="checkbox"/> | <input checked="" type="checkbox"/> | Speech Therapy | | | |
| Teacher of the Deaf | TDF | TDF | <input type="checkbox"/> | <input type="checkbox"/> | | | | |



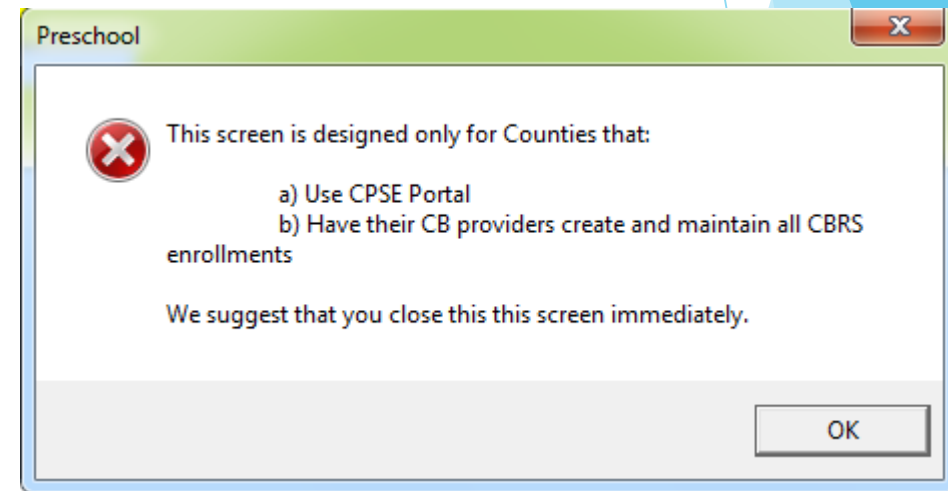
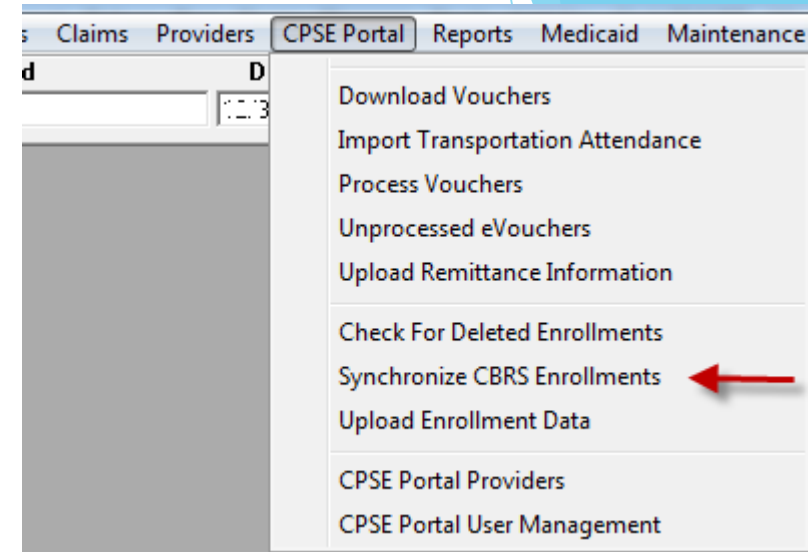
Synchronizing CBRS

- ▶ CBRS = Center Based Related Services - the services included on an IEP and provided as part of a CB tuition program for a child
- ▶ Can be entered and viewed in Preschool from the County CB enrollment screen
- ▶ Most Counties will choose to enter these and upload them to CPSE Portal
- ▶ Some Counties will choose to have the providers enter them in CPSE Portal. This saves labor, but relies on the provider.
- ▶ Counties that have providers enter the information in CPSE Portal must synchronize those records with their Preschool data



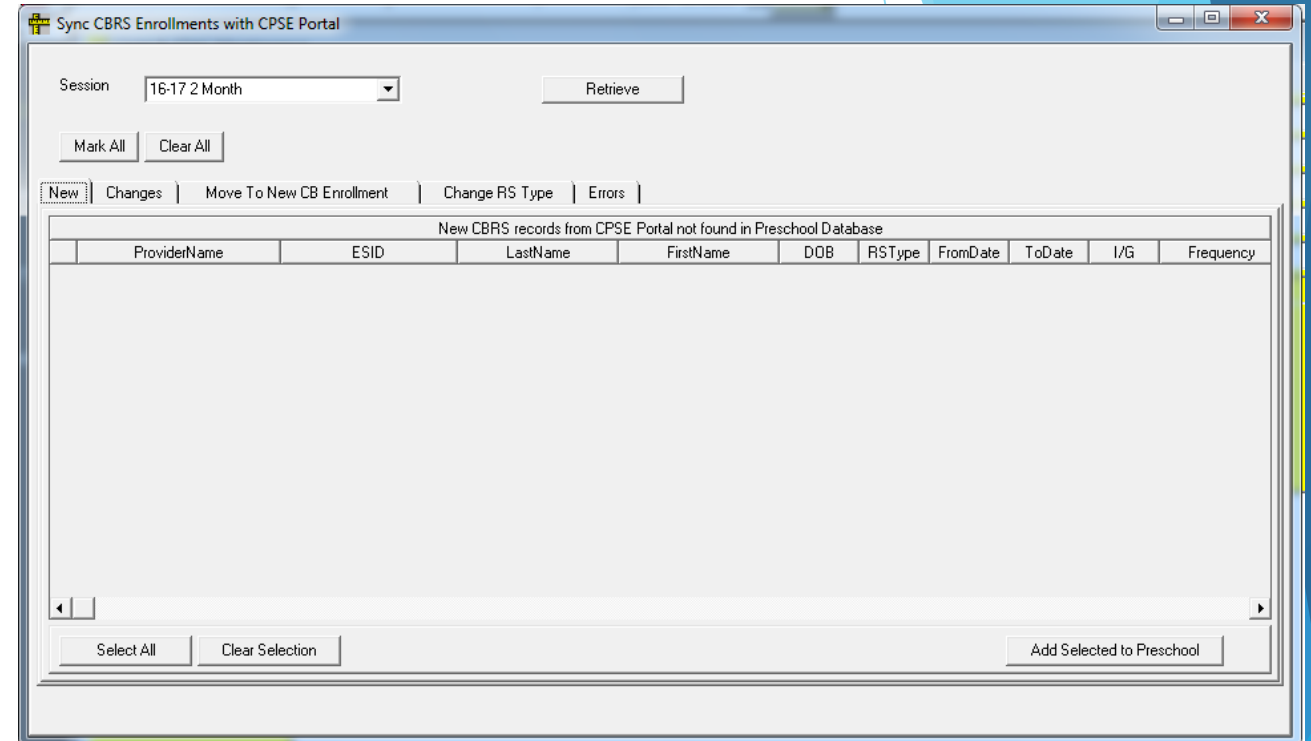
Synchronizing CBRS

- ▶ Select the CPSE Portal->Synchronize CBRS enrollments
- ▶ Heed the warning if it pops up



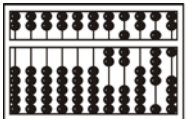
Synchronizing CBRS

- ▶ Select a Session and click retrieve
- ▶ This may take time.
- ▶ The process gathers all CBRS records entered by providers in CPSE Portal, downloads them to Preschool and does an analysis and sorts them into categories.
- ▶ Each tab on the screen has a grid that shows the list of enrollments for that category



Synchronize CBRS tabs

| Tab | Description |
|---------------------------|---|
| New | A brand new enrollment to add to Preschool. These can be added to Preschool without any issue. |
| Changes | An enrollment that exists in Preschool, but has some changed since the last synchronization. These are not likely to be Preschool an issue. |
| Move to New CB Enrollment | The CBRS enrollment has been moved to a different CB enrollment for that child. These need to be reviewed. |
| Change RS Type | The service type changed. These need to be reviewed. |
| Errors | Problems with synchronizing. These need to be reviewed. |



Synchronizing CBRS

- ▶ For each tab (except Errors), select the rows that you wish to either add or update in Preschool (or select all)
- ▶ Click the button to add or update.

Sync CBRS Enrollments with CPSE Portal

Session: 16-17 2 Month [Retrieve]

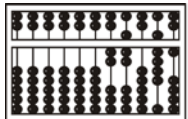
Mark All Clear All

New Changes Move To New CB Enrollment Change RS Type Errors

New CBRS records from CPSE Portal not found in Preschool Database

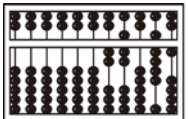
| ProviderName | ESID | LastName | FirstName | DOB | RSType | FromDate | ToDate | I/G | Frequency |
|--------------|------|----------|-----------|-----|--------|----------|--------|-----|-----------|
|--------------|------|----------|-----------|-----|--------|----------|--------|-----|-----------|

Select All Clear Selection Add Selected to Preschool



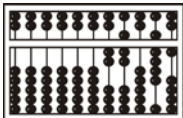
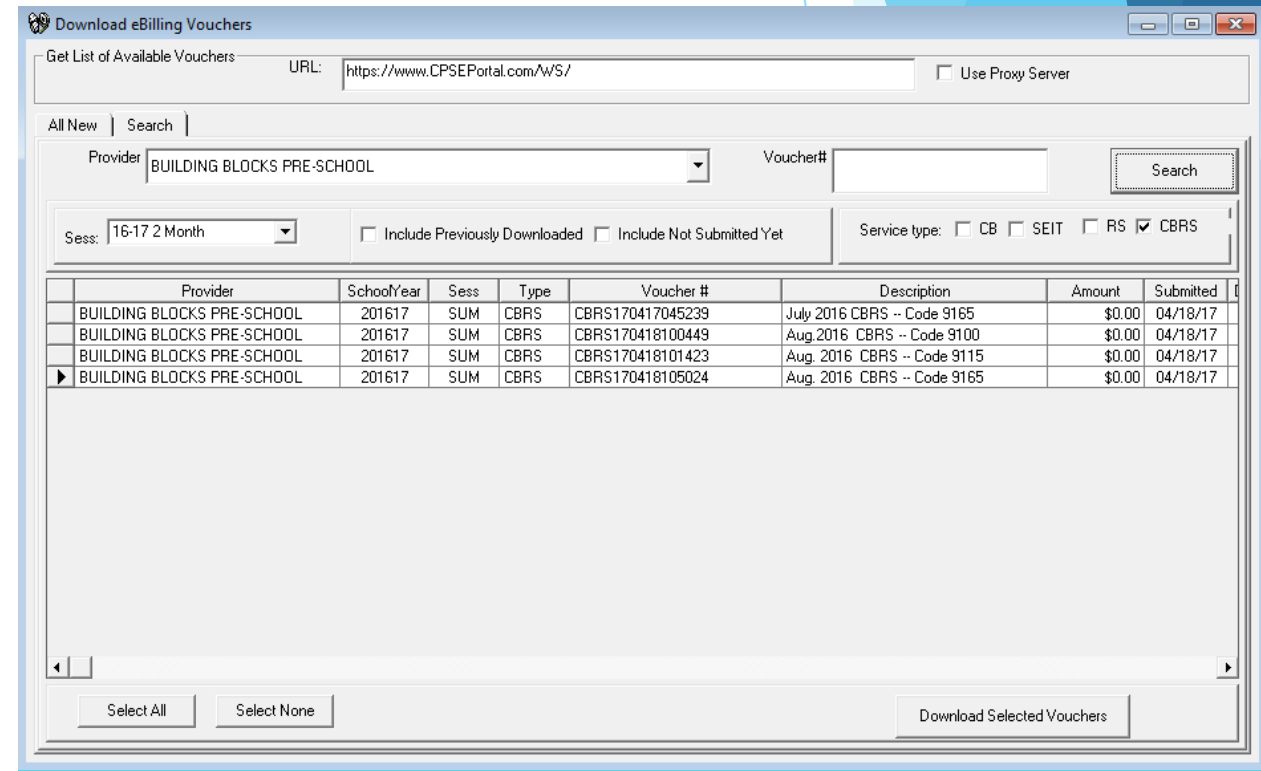
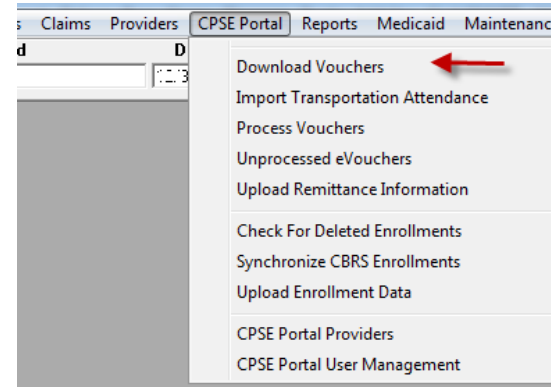
Import Process CBRS bills

- ▶ Up until now, some Counties using CPSE Portal have been focused on paying bills, not claiming Medicaid.
- ▶ When importing Fee for Service RS & SEIT bills, the individual dates of service, along with any diagnosis, procedures, notes, etc. all get imported. If that service is Medicaid billable, that entry can be billed to Medicaid after it is imported.
- ▶ In order to bill Medicaid for the CBRS entries recorded in CPSE Portal, those services and attendance need to be loaded into Preschool. This is done by processing a CBRS voucher.
- ▶ Processing a CBRS voucher is virtually identical to processing a fee for service RS voucher, however, the voucher total is \$0.



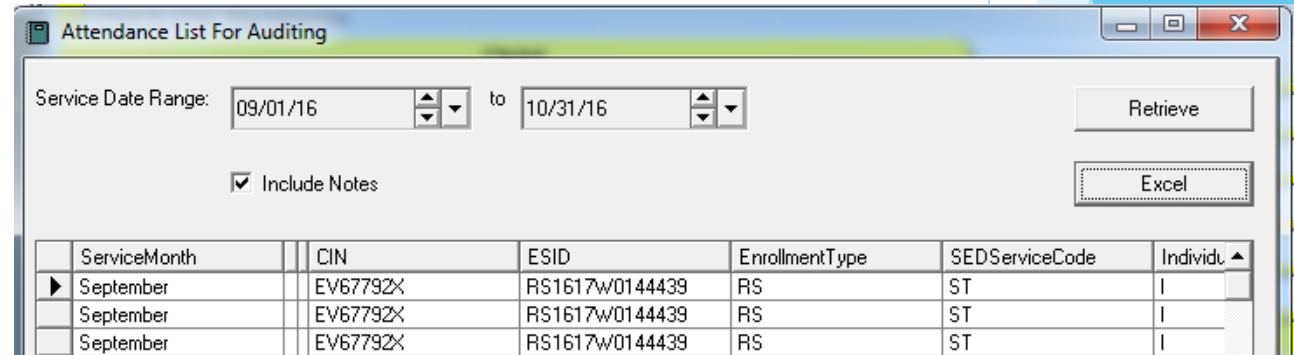
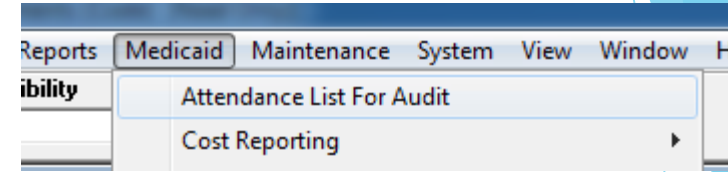
Download Voucher

- ▶ Either use the All New tab, or search by provider
- ▶ When Searching, you can specify just CBRS
- ▶ Select the vouchers to download and click the Download Selected Vouchers



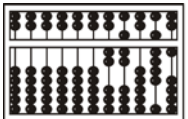
Manual Audit

- ▶ In Preschool you can generate a list of sessions for Medicaid children
- ▶ The list can be exported to Excel for manual review
- ▶ The list includes
 - ▶ Child Name
 - ▶ Service Date
 - ▶ RS Type
 - ▶ Frequency
 - ▶ Duration
 - ▶ CPT Code
 - ▶ # children in group
 - ▶ Session Notes,
 - ▶ Etc.



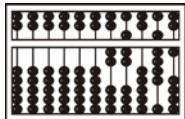
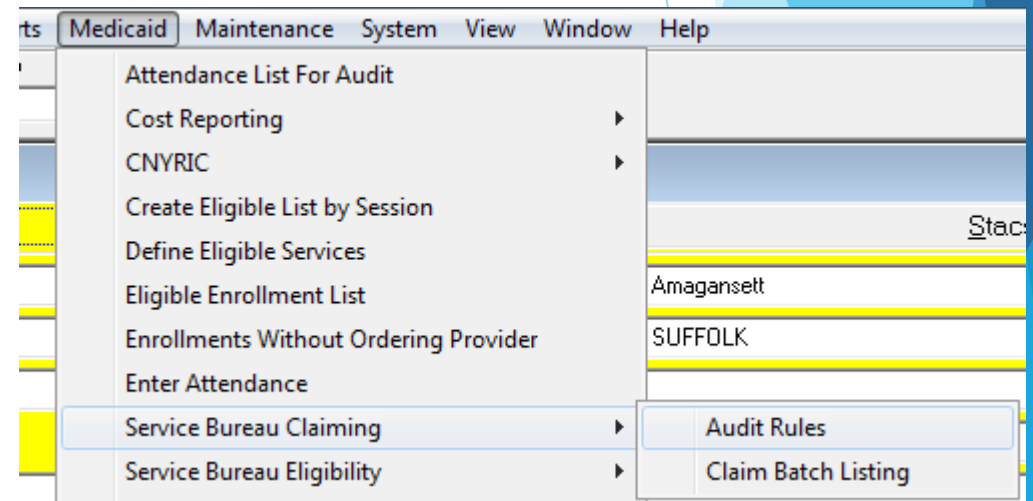
Manual Audit

- ▶ Any rows from the spreadsheet that you manually review and determine to not be OK to bill Medicaid, can be manually marked as do not bill Medicaid.
- ▶ This will be covered later.



Systematic Audits

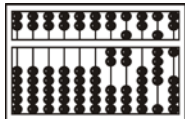
- ▶ Preschool has the ability to verify and validate lots of information automatically
- ▶ The County can choose which audits it would like the system to enforce
- ▶ To maintain this list, navigate to Medicaid->Service Bureau Claiming->Audit Rules



Audit Rules

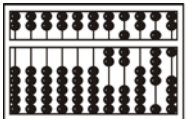
- ▶ This is the list of current rules
- ▶ More may get added over time
- ▶ To choose to use this rule, click the “Enforce” check box

| Code | CPSE | Category | Description | Enforce | AuditType |
|---------------------|-------------------------------------|---------------|---|-------------------------------------|-----------|
| ▶ CBRS_CBATTENDANCE | <input type="checkbox"/> | CB Attendance | Require CB Attendance on day of CBRS | <input type="checkbox"/> | FAILURE |
| TRANS_CBATTENDANCE | <input type="checkbox"/> | CB Attendance | Require CB Attendance on day of Transportation | <input type="checkbox"/> | FAILURE |
| CONSENTDATE | <input type="checkbox"/> | CONSENT | Service Date must be between Consent from and to dates | <input checked="" type="checkbox"/> | FAILURE |
| CONSENTENTERED | <input type="checkbox"/> | CONSENT | Require Medicaid Parental Consent to be entered | <input checked="" type="checkbox"/> | FAILURE |
| CONSENTREFUSED | <input type="checkbox"/> | CONSENT | Exclude for consents marked with a REFUSED | <input checked="" type="checkbox"/> | FAILURE |
| REQLOCATION | <input checked="" type="checkbox"/> | CPSE FIELDS | Require location to be entered | <input type="checkbox"/> | FAILURE |
| REQNOTES | <input checked="" type="checkbox"/> | CPSE FIELDS | Require notes to be entered | <input type="checkbox"/> | FAILURE |
| REQSETTING | <input checked="" type="checkbox"/> | CPSE FIELDS | Require setting to be entered | <input type="checkbox"/> | FAILURE |
| GROUPCPTCODE | <input type="checkbox"/> | CPTCODE | Exclude entries when CPT code group type does not match | <input type="checkbox"/> | FAILURE |
| MEDICAIDRATECODE | <input type="checkbox"/> | CPTCODE | CPT Code must have corresponding Medicaid Rate Code | <input checked="" type="checkbox"/> | FAILURE |
| PERSESSIONCPT | <input type="checkbox"/> | CPTCODE | Check for extra units for non-time based CPT codes | <input type="checkbox"/> | FAILURE |
| TIMEDCPT | <input type="checkbox"/> | CPTCODE | Check the actual duration vs units for time based CPT codes | <input type="checkbox"/> | WARNING |
| EXMAKEUP | <input checked="" type="checkbox"/> | FREQUENCY | Exclude entries marked as makeup | <input type="checkbox"/> | FAILURE |
| FREQUENCY | <input type="checkbox"/> | FREQUENCY | Exclude entries that exceed enrollment frequency | <input checked="" type="checkbox"/> | FAILURE |
| GROUPDF1 | <input checked="" type="checkbox"/> | GROUP | Exclude groups of 1 | <input type="checkbox"/> | FAILURE |
| OPRAAPPROVED | <input type="checkbox"/> | OPRA | Require ordering provider to me marked as OPRA approved | <input type="checkbox"/> | FAILURE |
| RXDATE | <input type="checkbox"/> | PRESCRIPTION | Service Date must be between RX from and to dates | <input checked="" type="checkbox"/> | FAILURE |
| RXSIGNATUREDATE | <input type="checkbox"/> | PRESCRIPTION | Service Date must be after RX signed date | <input checked="" type="checkbox"/> | FAILURE |



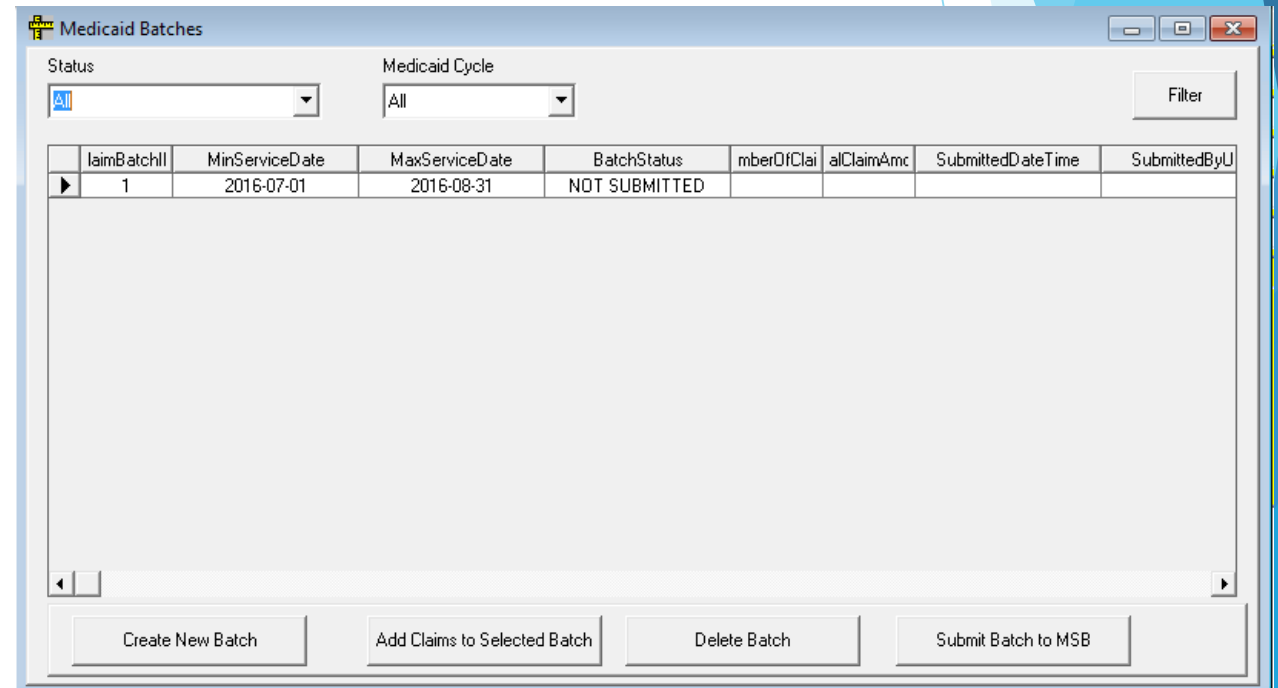
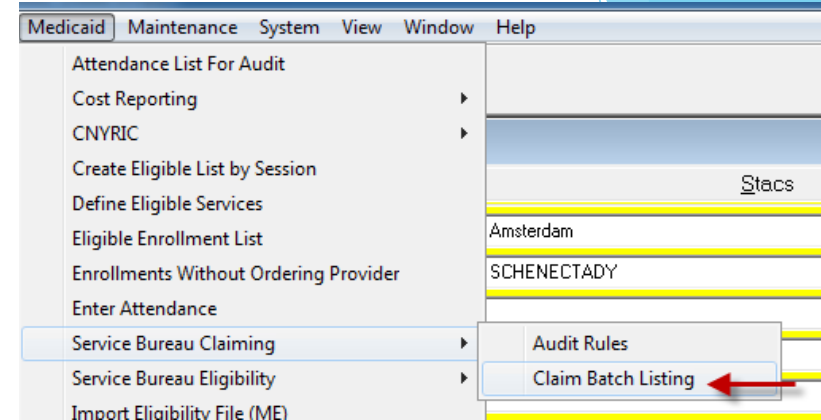
Medicaid Batches

- ▶ Claims are submitted to the MSB in batches
- ▶ The process is
 - ▶ Create a batch
 - ▶ Add claims to batch
 - ▶ Submit batch to MSB
- ▶ A County can choose to work on multiple batches at a time



Creating a batch

- ▶ Navigate to Medicaid->Service Bureau Claiming->Claim Batch Listing
- ▶ Screen will list all Batches
- ▶ You can filter by status and cycle
- ▶ To create a batch click the Create New Batch button



Create Batch Criteria

- ▶ To Create a batch, enter the criteria for a batch and click Create New Batch
- ▶ Choosing Automatically Add Claims, will add any claims that pass the audit to the batch
- ▶ Upon batch creation, the batch details screen will display the batch

Create New Claim Batch

Service Date Range

From: MM/DD/YY

To: MM/DD/YY

Types to Include

RS

CBRS

Evaluations

Transportation

Automatically Add Claims

Manually Add Claims

Description (optional)

Create New Batch Cancel

Claim Batch Details

- ▶ Claims are sorted into 4 categories and displayed on 4 separate tabs
- ▶ Each grid can be exported to Excel

| | Last Name | First Name | DOB | ESID | Type | RS | CIN | Svc Date | Claim Type | TCN | CPTCode | U |
|---|-----------|------------|----------|----------------|------|----|----------|----------|------------|-----|---------|---|
| ▶ | ALAYON | ISABELLE | 05/16/12 | RS1617W0012280 | RS | ST | EV80030R | 10/20/16 | ORIGINAL | | 92507 | |
| | ALEXIS | BEYONCE | 07/01/13 | RS1617W0012236 | RS | ST | FC04529Q | 09/23/16 | ORIGINAL | | 92507 | |
| | ALEXIS | BEYONCE | 07/01/13 | RS1617W0012236 | RS | ST | FC04529Q | 09/29/16 | ORIGINAL | | 92507 | |
| | ALLOCCA | CHAYA | 03/27/12 | RS1617W0012176 | RS | ST | EW14612x | 09/15/16 | ORIGINAL | | 92508 | |
| | ALLOCCA | CHAYA | 03/27/12 | RS1617W0012175 | RS | ST | EW14612x | 09/16/16 | ORIGINAL | | 92507 | |
| | ARCOS | JULIAN | 01/13/13 | RS1617S0011859 | RS | ST | EX00438C | 07/05/16 | ORIGINAL | | 92507 | |
| | ARCOS | JULIAN | 01/13/13 | RS1617S0011859 | RS | ST | EX00438C | 07/11/16 | ORIGINAL | | 92507 | |
| | ARCOS | JULIAN | 01/13/13 | RS1617S0011859 | RS | ST | EX00438C | 07/12/16 | ORIGINAL | | 92507 | |
| | ARCOS | JULIAN | 01/13/13 | RS1617S0011859 | RS | ST | EX00438C | 07/15/16 | ORIGINAL | | 92507 | |

Claim Batch Details - tabs

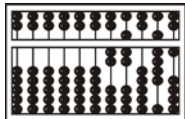
| Tab | Description |
|---------------------------------|---|
| Claims in Batch | Claims that have already been added to the current batch |
| Claims that can be Added | Claims that meet the batch criteria (dates and types) and pass all the audits |
| Additional Claims with Warnings | Claims that meet the batch criteria (dates and types) however they did not pass an audit that are of type "WARNING" |
| Additional Claims with Problems | Claims that meet the batch criteria (dates and types) however they did not pass one or more audits that are of type "FAILURE" |

Columns in grids

| Claims That Can Be Added | | | | | | | | | | | |
|--------------------------|------------|----------|----------------|------|----|----------|----------|------------|-----|---------|-----|
| Last Name | First Name | DOB | ESID | Type | RS | CIN | Svc Date | Claim Type | TCN | CPTCode | U ▲ |
| ALAYON | ISABELLE | 05/16/12 | RS1617w0012280 | RS | ST | EV80030R | 10/20/16 | | | 92507 | |
| BARONE | JULIA | 10/21/12 | RS1617w0011943 | RS | ST | FE40435U | 10/21/16 | | | 92507 | |
| BASILE | ISABELLA | 11/03/12 | RS1617w0011898 | RS | OT | EW61153Z | 10/21/16 | | | 97530 | |
| BITON | LEENA | 07/19/12 | RS1617w0012050 | RS | OT | FB83941X | 10/26/16 | | | 97530 | |

| Claims That Can Be Added | | | | | | | | | | | | |
|--------------------------|-------|------|---------|---------|-------------|-----------|----------|----------|-----------|--------|---------------------|---|
| CPTCode | Units | Rate | Rate | Total | Primary ICD | Addtl ICD | Rx Start | Rx End | Rx Signed | Status | Attn Provider | |
| 92507 | 1 | 2024 | \$50.57 | \$50.57 | | F80.2 | 10/11/16 | 06/23/17 | 10/11/16 | PASS | Hyde, Kimberly Anne | 1 |
| 92507 | 1 | 2024 | \$50.57 | \$50.57 | | F80.1 | 09/06/16 | 06/23/17 | 09/06/16 | PASS | Bosco, Dawn | 1 |
| 97530 | 2 | 2084 | \$23.96 | \$47.92 | | F82 | 09/06/16 | 06/23/17 | 09/06/16 | PASS | Fritz, Enid | 1 |
| 97530 | 2 | 2084 | \$23.96 | \$47.92 | | R62.0 | 09/07/16 | 06/23/17 | 06/20/16 | PASS | Rice, AMIE | 1 |

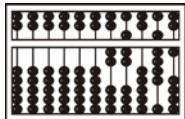
| Claims That Can Be Added | | | | | | | | | | | |
|--------------------------|-------------|-----------|----------|----------|-----------|--------|-------------------|------------|-------------------|------------|--|
| Total | Primary ICD | Addtl ICD | Rx Start | Rx End | Rx Signed | Status | Attn Provider | Attn NPI | Ord Provider | Ord NPI | |
| \$50.57 | | F80.0 | 09/06/16 | 06/23/17 | 09/05/16 | PASS | Thomson, Susan | 1154635852 | Thomson, Susan | 1154635852 | |
| \$50.57 | | F80.0 | 09/06/16 | 06/23/17 | 09/06/16 | PASS | Bottoni, CARRA | 1982159406 | Baxter, Elizabeth | 1023267432 | |
| \$24.85 | | F80.2 | 09/06/16 | 06/23/17 | 09/06/16 | PASS | Baxter, Elizabeth | 1023267432 | Baxter, Elizabeth | 1023267432 | |
| \$50.57 | | F80.0 | 09/06/16 | 06/23/17 | 09/06/16 | PASS | Baxter, Elizabeth | 1023267432 | Baxter, Elizabeth | 1023267432 | |



Adding claims to a batch

- ▶ You can add claims to the batch from either the Claims That Can be Added tab or Additional Claims with Warnings
- ▶ To add claims, select the rows, right-click and select Add Claim(s) to current batch

| Claims That Can Be Added | | | | | | | | | |
|--------------------------|--------------|------------|----------|----------------|------|----|----------|----------|-------|
| | Last Name | First Name | DOB | ESID | Type | RS | CIN | Svc Date | Claim |
| | GARCIA | SAMUEL | 06/13/12 | RS1617W0012131 | RS | ST | EW66019A | 10/28/16 | |
| | HERRMANN | ERIC | 07/31/12 | RS1617W0011756 | RS | ST | FM98341B | 10/13/16 | |
| | LARKIN | JAKE | 10/04/13 | RS1617W0012222 | RS | ST | EZ17062S | 10/28/16 | |
| | LEGGETT | EFRAIM | 08/04/12 | RS1617W0011876 | RS | ST | EX37129E | 10/13/16 | |
| | LORENZO | JOSEPH | 04/11/13 | RS1617W0012219 | RS | ST | EZ81004Z | 10/19/16 | |
| | MEZZASALAMA | KYLE | 07/20/12 | RS1617W0011894 | RS | OT | EW85483M | 10/14/16 | |
| | MEZZASALAMA | KYLE | | | S | OT | EW85483M | 10/18/16 | |
| | MEZZASALAMA | KYLE | | | S | OT | EW85483M | 10/28/16 | |
| | PAPACHRISTOU | SHLO | | | S | ST | FP16993X | 10/21/16 | |
| | PARKS | THOMAS | 12/19/11 | RS1617W0012070 | RS | PT | EZ62226W | 10/14/16 | |
| | PARKS | THOMAS | 12/19/11 | RS1617W0012070 | RS | PT | EZ62226W | 10/14/16 | |



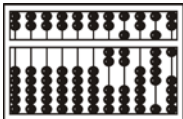
Removing claims from the batch

- ▶ From the Claims in Batch tab you can remove any claims from the batch.
- ▶ To do this, select the rows to remove, right-click and select the Remove Claim(s) from the current batch

| Claims assigned to Batch | | | | | | | |
|--------------------------|-----------|------------|----------|----------------|------|----|----|
| | Last Name | First Name | DOB | ESID | Type | RS | |
| | ALEXIS | BEYONCE | 07/01/13 | RS1617W0012236 | RS | ST | FO |
| | ALEXIS | BEYONCE | 07/01/13 | RS1617W0012236 | RS | ST | FO |
| | ALLOCCA | | | | RS | ST | EV |
| | ALLOCCA | | | | RS | ST | EV |
| | ARCOS | | | | RS | ST | EV |
| | ARCOS | JULIAN | 07/13/13 | RS1617S0011859 | RS | ST | EV |
| | ARCOS | JULIAN | 01/13/13 | RS1617S0011859 | RS | ST | EV |
| | ARCOS | JULIAN | 01/13/13 | RS1617S0011859 | RS | ST | EV |

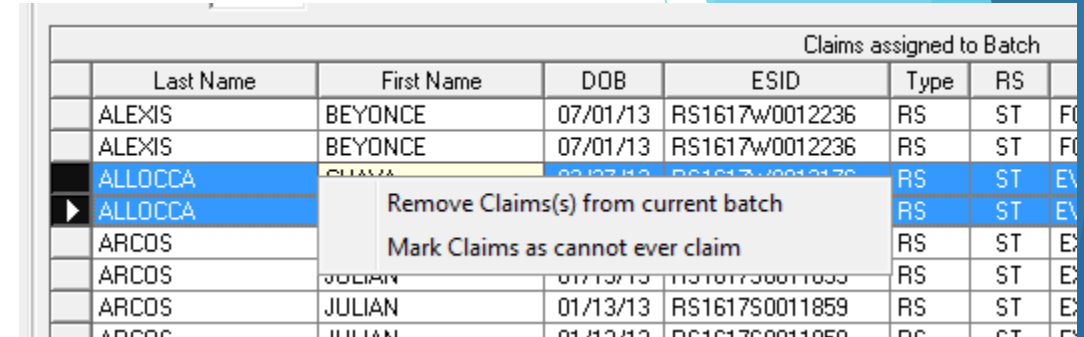
Remove Claims(s) from current batch

Mark Claims as cannot ever claim



Marking claims as never claim

- ▶ Some issues with claims can be resolved. Example, a missing script can be entered.
- ▶ Others cannot, such as script was signed after date of service.
- ▶ You may choose to mark a claim as being never able to claim Medicaid, in order to stop claim from appearing
- ▶ Right click on any of the grids and select Mark Claims as cannot ever claim
- ▶ Select the reason from the popup

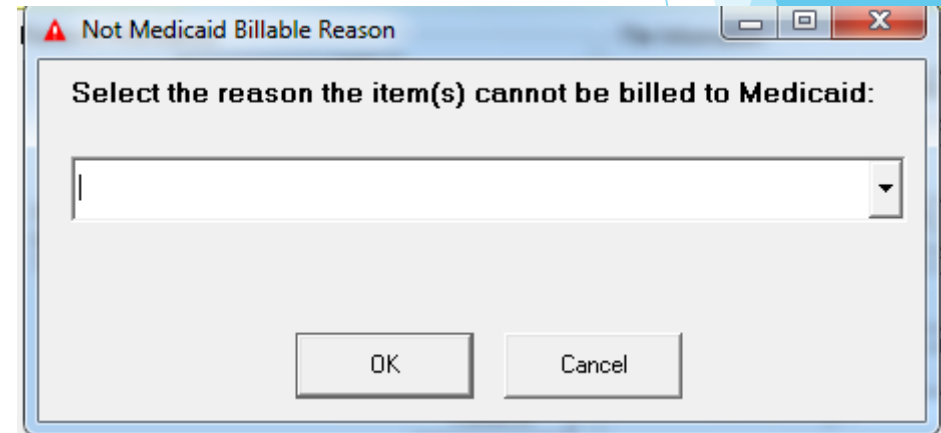


Claims assigned to Batch

| Last Name | First Name | DOB | ESID | Type | RS | |
|-----------|------------|----------|----------------|------|----|----|
| ALEXIS | BEYONCE | 07/01/13 | RS1617W0012236 | RS | ST | FO |
| ALEXIS | BEYONCE | 07/01/13 | RS1617W0012236 | RS | ST | FO |
| ALLOCCA | CLARA | 02/12/13 | RS1617W0012170 | RS | ST | EV |
| ALLOCCA | CLARA | 02/12/13 | RS1617W0012170 | RS | ST | EV |
| ARCOS | | | | RS | ST | EX |
| ARCOS | JULIAN | 01/13/13 | RS1617S0011859 | RS | ST | EX |
| ARCOS | JULIAN | 01/13/13 | RS1617S0011859 | RS | ST | EX |

Remove Claims(s) from current batch

Mark Claims as cannot ever claim



Not Medicaid Billable Reason

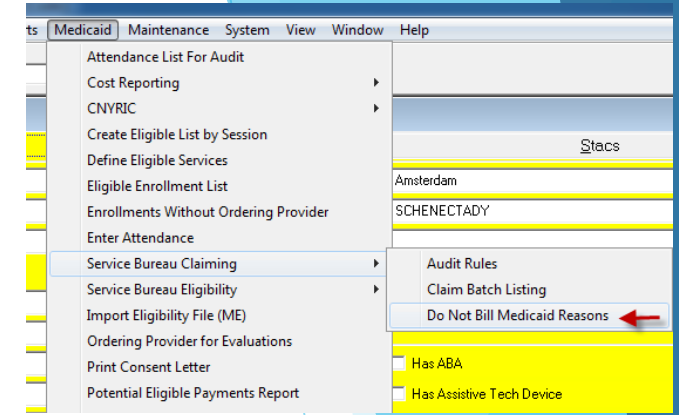
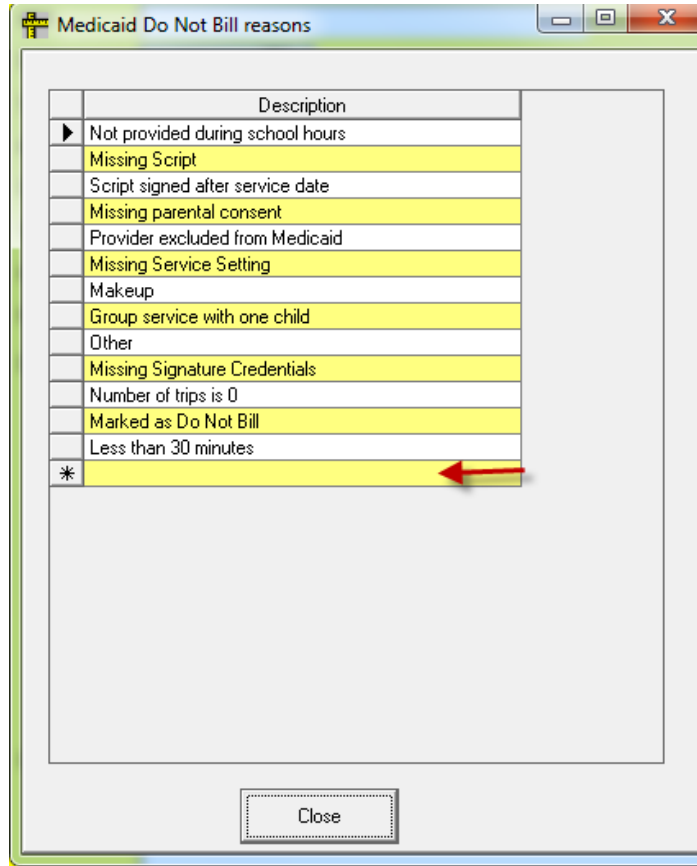
Select the reason the item(s) cannot be billed to Medicaid:

[Dropdown menu]

OK Cancel

List of Do Not Bill reasons

- ▶ Navigate the top menu to Medicaid->Service Bureau Claiming->Do Not Bill Medicaid Reasons
- ▶ Type in the blank last row to add reasons



Viewing claim details and audit issues

- ▶ Double click on a row in the grid to show the details for that claim

Claim Batch Details

Service Dates: 9/1/2016-10/31/2016 Description: Status:

Claims in Batch Claims That Can be Added Additional Claims with Warnings Additional Claims with Problems

Claim Count: 567

| Claims with Problems | | | | | | | | |
|----------------------|-----------|----------|----------------|------|---------|----------|----------|-----|
| LastName | FirstName | DOB | ESID | Type | RS Type | CIN | Service | CPT |
| BONILLA | JOSEPH | 02/28/12 | RS1617W0012323 | RS | OT | EV83243K | 10/31/16 | 97 |
| BONILLA | JOSEPH | 02/28/12 | RS1617W0012324 | RS | PT | EV83243K | 10/28/16 | 97 |
| CANCEL | JASON | 02/23/13 | RS1617W0012152 | RS | ST | EZ34172M | 09/12/16 | 92 |
| ▶ CANCEL | JASON | 02/23/13 | RS1617W0012152 | RS | ST | EZ34172M | 09/14/16 | 92 |

Attendance Details

Child Name: CANCEL, JASON CIN: EZ34172M Service Date: 09/14/16

Service: Individual RS-ST(Speech Therapy) Frequency: 2 x 30

Vendor: O'BRIEN, MELISSA Time In: 08:00 AM Time Out: 08:30 AM Duration: 30

ESID: RS1617W0012152 Setting: Daycare Location:

Notes: Lorem ipsum dolor sit amet, consectetur adipiscing elit. Praesent ac felis dignissim, feugiat purus id, auctor felis. Fusce tempor malesuada eleifend. Quisque quis quam et massa gravida semper. Donec commodo, dui sit amet lobortis porta, nunc sem pretium mauris, at semper augue dui sed turpis. Duis eget arcu vitae ex

Provider Name: Baxter, Elizabeth NPI: 1023267432 Rx From Dt: Rx To Dt: Rx Signed:

Servicing: Baxter, Elizabeth Attending: Baxter, Elizabeth Ordering:

Principle Diagnosis: Additional Diagnosis:

| CPT / Rate Code | | | | | | |
|-----------------|-------|-----------|---------|---------|------|--|
| CPT | Units | Rate Code | Rate | Total | Mins | |
| ▶ 92507 | 1 | 2024 | \$50.57 | \$50.57 | | |

| Audit Issues Found | | | | | | |
|---|------------------|---------|--|--|--|--|
| Audit Description | Audit Code | Type | | | | |
| ▶ Service Date must be between RX from and to | RX:DATE | FAILURE | | | | |
| Service Date must be after RX signed date | RX:SIGNATUREDATE | FAILURE | | | | |

| All Attendance For Enrollment | | | | | |
|-------------------------------|----|--------|--------------------|------------------------|--|
| Svc | MU | MU For | Status | Does Not Meet Medicaid | |
| ▶ 09/12/16 | | | ServiceProvided | | |
| 09/14/16 | | | CurrentServiceDate | | |
| 09/19/16 | | | ServiceProvided | | |
| 09/20/16 | | | ServiceProvided | | |
| 09/26/16 | | | ServiceProvided | | |
| 09/28/16 | | | ServiceProvided | | |
| 10/03/16 | | | ServiceProvided | | |
| 10/05/16 | | | ServiceProvided | | |
| 10/11/16 | | | ServiceProvided | | |
| 10/12/16 | | | ServiceProvided | | |
| 10/17/16 | | | ServiceProvided | | |
| 10/19/16 | | | ServiceProvided | | |
| 10/25/16 | | | ServiceProvided | | |

Attendance Details

Child Name: CIN: Service Date:

Service: Frequency:

Vendor: Time In: Time Out: Duration:

ESID:

Setting: Location:

Notes: Lorem ipsum dolor sit amet, consectetur adipiscing elit. Praesent ac felis dignissim, feugiat purus id, auctor felis. Fusce tempor malesuada eleifend. Quisque quis quam et massa gravida semper. Donec commodo, dui sit amet lobortis porta, nunc sem pretium mauris, at semper augue dui sed turpis. Duis eget arcu vitae ex

Current Service Date
Service Provided
Marked as Makeup
More than 1 on Date

| September | | | | | | | 2016 |
|-----------|-----|-----|-----|-----|-----|-----|------|
| Sun | Mon | Tue | Wed | Thu | Fri | Sat | |
| | | | | 1 | 2 | 3 | |
| 4 | 5 | 6 | 7 | 8 | 9 | 10 | |
| 11 | 12 | 13 | 14 | 15 | 16 | 17 | |
| 18 | 19 | 20 | 21 | 22 | 23 | 24 | |
| 25 | 26 | 27 | 28 | 29 | 30 | | |

9/6/16

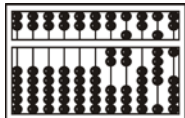
| CPT / Rate Code | | | | | | |
|-----------------|-------|-----------|---------|---------|------|--|
| CPT | Units | Rate Code | Rate | Total | Mins | |
| 97530 | 2 | 2084 | \$23.96 | \$47.92 | | |

| Provider Name | NPI | Rx From Dt. | Rx To Dt. | Rx Signed |
|------------------------------------|------------|-------------|-----------|-----------|
| Servicing: Long, Barbara | 1720178908 | 09/07/16 | 06/23/17 | 06/20/16 |
| Attending: Long, Barbara | 1720178908 | | | |
| Ordering: Messineo Cowles, Marlene | 1952683872 | | | |

Principle Diagnosis: Additional Diagnosis:

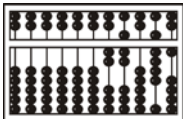
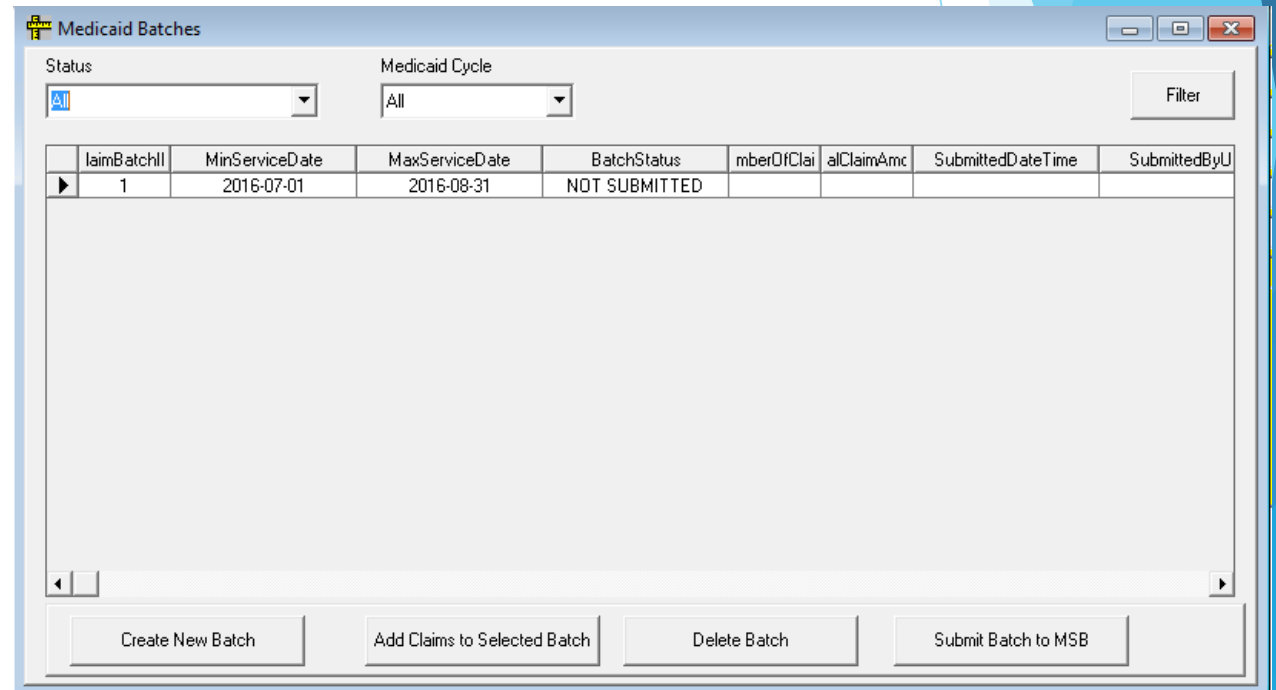
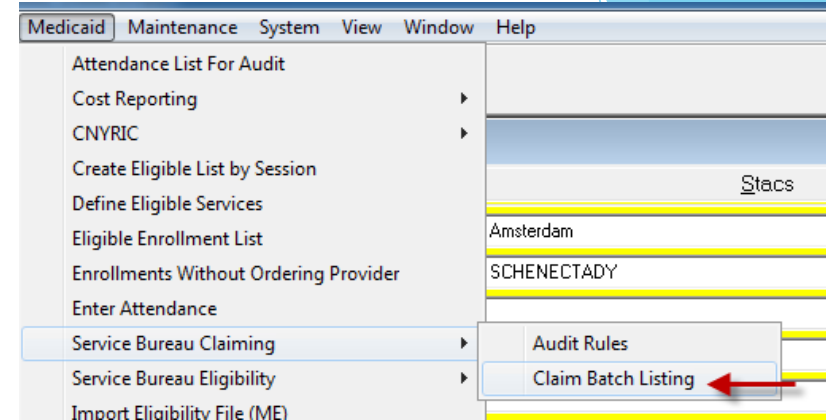
| Audit Issues Found | | | |
|---|------------|---------|--|
| Audit Description | Audit Code | Type | |
| ▶ Service Date must be between RX from and to | RXDATE | FAILURE | |

| All Attendance For Enrollment | | | | | |
|-------------------------------|----|----------|--------------------|------------------------|--|
| Svc | MU | MU For | Status | Does Not Meet Medicaid | |
| ▶ 09/06/16 | | | CurrentServiceDate | | |
| 09/13/16 | | | ServiceProvided | | |
| 09/15/16 | | | ServiceProvided | | |
| 09/20/16 | | | ServiceProvided | | |
| 09/26/16 | Y | 09/22/16 | MakeUp | | |
| 09/27/16 | | | ServiceProvided | | |
| 09/29/16 | | | ServiceProvided | | |
| 10/04/16 | | | ServiceProvided | | |
| 10/06/16 | | | ServiceProvided | | |
| 10/11/16 | | | ServiceProvided | | |
| 10/13/16 | | | ServiceProvided | | |
| 10/20/16 | | | ServiceProvided | | |
| 10/25/16 | | | ServiceProvided | | |



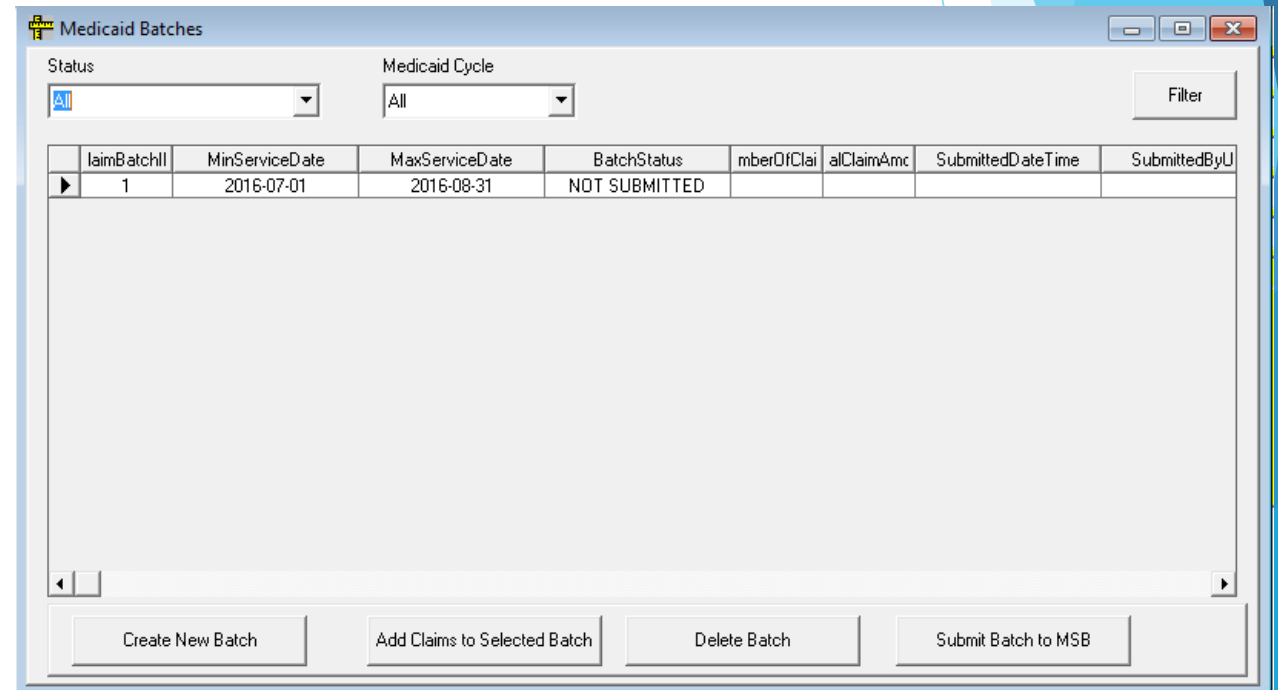
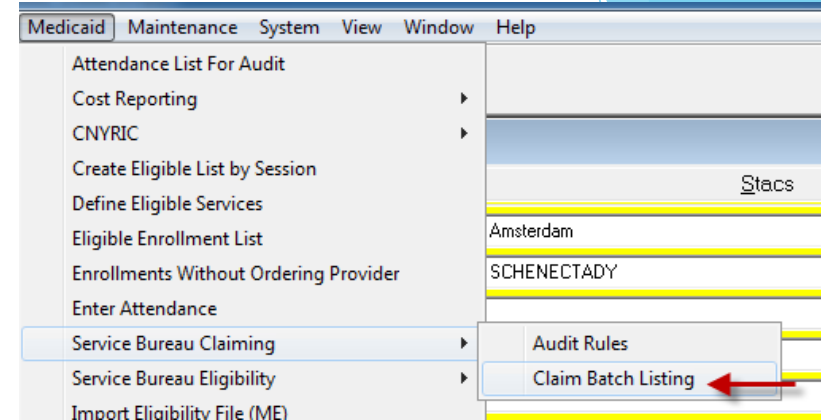
Edit existing batch

- ▶ Navigate to Medicaid->Service Bureau Claiming->Claim Batch Listing
- ▶ Screen will list all Batches
- ▶ Double click the row to Edit the Batch

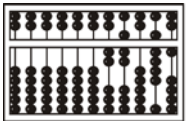


Submitting a Batch

- ▶ Navigate to Medicaid->Service Bureau Claiming->Claim Batch Listing
- ▶ Screen will list all Batches
- ▶ Select the batch to submit and click the Submit Batch to MSB button



Questions



JAMES MCGUINNESS
& ASSOCIATES INC.
Consultants

**CP
SE** PORTAL