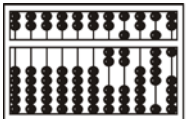


McGuinness Medicaid Service Bureau -Entering Attendance and Claiming

Medicaid using Preschool and CPSE Portal

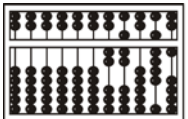


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**CP
SE** PORTAL

Basics

- ▶ Defining eligible services
- ▶ Entering Attendance
- ▶ Evaluation Ordering Providers
- ▶ Systematic Audit rules
- ▶ Creating a batch
- ▶ Adding / removing claims from batches
- ▶ Submitting Claims to Service Bureau



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C P
S E **PORTAL**

Eligible Services

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

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

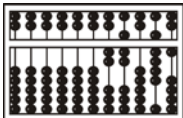
EVAL Service Types

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

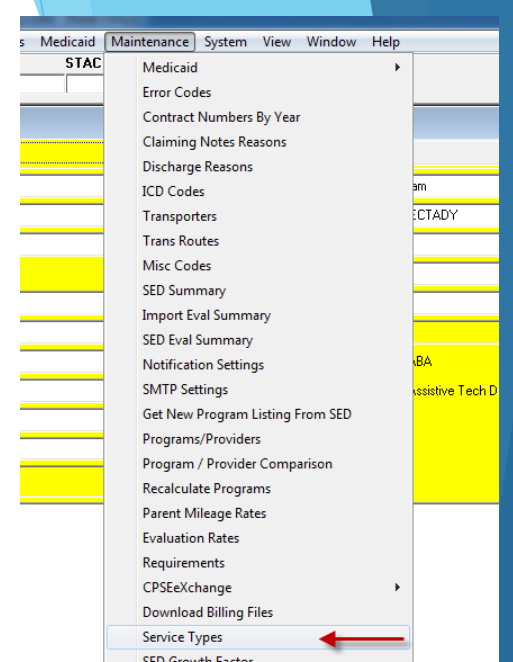
Eligible

Ineligible



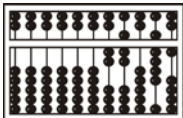
Indicating Prescription Required

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



A screenshot of the 'Service Type Code Maintenance' window. The window has two tabs: 'Services' and 'Evaluations'. The 'Services' tab is active, displaying a table of service types. A red arrow points to the 'Rx Required' column header. The table has columns for Service, SED Service Code, County RS Service, Medicaid Eligible, Rx Required, SSHSP Cost Report, DisplayOrder, Limit Type Span, and Limit Pt. The 'Rx Required' column contains checkboxes, with some checked (Occupational Therapy, Physical Therapy, Speech Therapy) and some unchecked (Assistive Tech Services, Audiology, etc.).

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"/>				



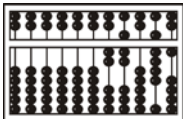
Entering Attendance

- ▶ Attendance is entered for the currently selected child, so first lookup the child
- ▶ Next, use the top menu to navigate to Medicaid->Enter Attendance

The screenshot displays the CPSE Portal interface. At the top, a menu bar includes 'Reports', 'Medicaid', 'Maintenance', 'System', 'View', 'Window', and 'Help'. The 'Medicaid' menu is open, showing options like 'Attendance List For Audit', 'Cost Reporting', 'CNYRIC', 'Create Eligible List by Session', 'Define Eligible Services', 'Eligible Enrollment List', 'Enrollments Without Ordering Provider', 'Enter Attendance' (highlighted with a red arrow), 'Service Bureau Claiming', and 'Service Bureau Eligibility'. Below the menu, a header bar shows 'Current Child' (ABRAMS, ALEX), 'DOB' (11/2/2013), 'Eligibility' (07/01/16 - 08/31/18), 'STAC ID' (G82308), and 'Current Sess.' (16-17 10 Month). The main window is titled 'Medicaid Attendance' and contains several sections: 'School Year' (2016-2017), 'Enrollment' (CBRS), 'Payment', 'Service' fields, 'Rx Start/End' fields, 'Rx Diagnosis', 'CPT Code', 'Units' (1), 'Service Provider', and an 'Eligibility' table. The 'Attendance' section features a calendar for April 2017 with a 'Delete' button. At the bottom right of the form are 'Save Changes' and 'Done' buttons.

FromDate	ToDate	SSI
04/01/13	03/31/14	N
12/01/15	03/31/16	N
07/01/16	06/30/17	N

April 2017						
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						



1. Select an Enrollment
2. Select a payment for that enrollment
3. Select CPT from dropdown
4. Enter the # of units
5. Select Service Provider
6. Select Primary Diagnosis
7. Enter any additional ICD
8. Click the dates on the calendar that the child attend

Current Child: DOE, JOHN DOB: 2/12/2012 Eligibility: 01/01/15 - 08/31/17 STAC ID: G12662 Current Sess.: 16-17 10 Month

School Year: 2016-2017 Refresh Eligibility: RS OT, ST

Enrollment: RS - ST (09/07/16-03/22/17) 2 x 30 1 CBRS

Payment: 2/28/2017 2

Service: RS - ST Rx Start: 09/07/16 Rx Diagnosis: F80.9
 Dates: 09/07/16 - 03/22/17 Rx End: 06/22/17
 Frequency: 2 x 30 Rx Signed: 05/27/16

CPT Code: 92507 3 Edit List Primary Diagnosis: F84.0 6
 Units: 1 4
 Service Provider: Roberts, SLP, Jamie 5 Additional ICD: F80.4, F82.0 7

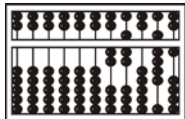
February							2017
Sun	Mon	Tue	Wed	Thu	Fri	Sat	
			1	2	3	4	
		7	8	92507x1	10	11	
5	6	92507x1		9	8		
12	13	14	15	92507x1	17	18	
		92507x1		16			
19	20	21	22	23	24	25	
		28		92507x1			
26	27	92507x1					

Attendance

Date	CPTCode	Service Provider
02/02/17	92507	Roberts, SLP, Jamie
02/07/17	92507	Roberts, SLP, Jamie
02/09/17	92507	Roberts, SLP, Jamie
02/14/17	92507	Roberts, SLP, Jamie
02/16/17	92507	Roberts, SLP, Jamie
02/28/17	92507	Roberts, SLP, Jamie

FromDate: 09/01/11 ToDate: 07/31/17 SSI: N

Save Changes Done



Enrollment list

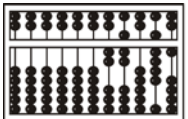
- ▶ Will show enrollments for child and school year
 - ▶ CBRS & RS that are for services marked as Medicaid eligible
 - ▶ CB
 - ▶ Trans
 - ▶ Evals for types that are marked as Medicaid Eligible
- ▶ Selecting an enrollment
 - ▶ Populates the payments dropdown for that enrollment
 - ▶ Fills in the Enrollment information for dates, frequency, and prescription
 - ▶ Populates the service provider list with service providers associated with the vendor assigned to that enrollment

School Year: 2016-2017 Refresh

Enrollment: RS - ST (09/07/16-03/22/17) 2 x 30 CBRS

Payment: 2/28/2017

Service: RS - ST	Rx Start: 09/07/16	Rx Diagnosis: F80.9
Dates: 09/07/16 - 03/22/17	Rx End: 06/22/17	
Frequency: 2 x 30	Rx Signed: 05/27/16	



CBRS Button

- ▶ If the select enrollment is CB, you can see the list of corresponding CBRS enrollments

School Year: 2016-2017

Enrollment: CB - 9160-I (09/07/16-09/14/16) 5 hrs/day x 5

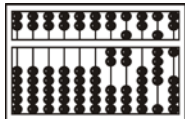
Payment:

Eligibility

EligibilityID	FromDate	ToDate	SSI

RS Delivered As Part of Program

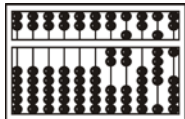
ServiceType	Ind/Grp	FromDate	ToDate	Times/Wk	Min/Sess	Timespan	Rx Start	Rx End	Rx Signed	Service At Home	ICD9	Add New
▶ Speech Therapy	I	09/07/16	06/23/17	4	30	Weekly	09/06/16	06/24/17	08/30/16	<input type="checkbox"/>		<input type="button" value="Add New"/>
Speech Therapy	G	09/07/16	06/23/17	1	30	Weekly	09/06/16	06/24/17	08/30/16	<input type="checkbox"/>		<input type="button" value="Apply"/>
*										<input type="checkbox"/>		<input type="button" value="OK"/>
										<input type="checkbox"/>		<input type="button" value="Cancel"/>



CPT, Diagnosis and Service Provider

CPT Code:	92507	<input type="button" value="Edit List"/>	Primary Diagnosis:	F84.0
Units:	1		Additional ICD:	F80.4, F82.0
Service Provider:	Roberts, SLP, Jamie			

- ▶ CPT Code - Enter the CPT code for that you wish to claim
- ▶ Units - Enter the # of units for that CPT code
- ▶ Service Provider - the list is limited to the providers that are associated with the vendor for the selected enrollment
- ▶ Primary or Principle Diagnosis-enter the principle diagnosis for the claim
- ▶ Additional ICD - enter any additional ICD codes separated by commas



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SE PORTAL

Payment List

- ▶ Shows all processed payments for the selected enrollment
- ▶ Choosing a payment sets the calendar for that month
- ▶ Attendance can only be entered for months that have been paid

School Year: 2016-2017 Refresh

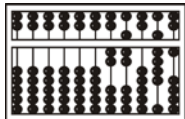
Enrollment: RS - ST (09/07/16-03/22/17) 2 x 30 CBRS

Payment: 2/28/2017

Service: RS - ST Rx Start: 09/07/16 Rx Diagnosis: F80.9

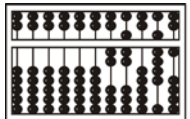
Dates: 09/07/16 - 03/22/17 Rx End: 06/22/17

Frequency: 2 x 30 Rx Signed: 05/27/16



Demo

▶ Demo

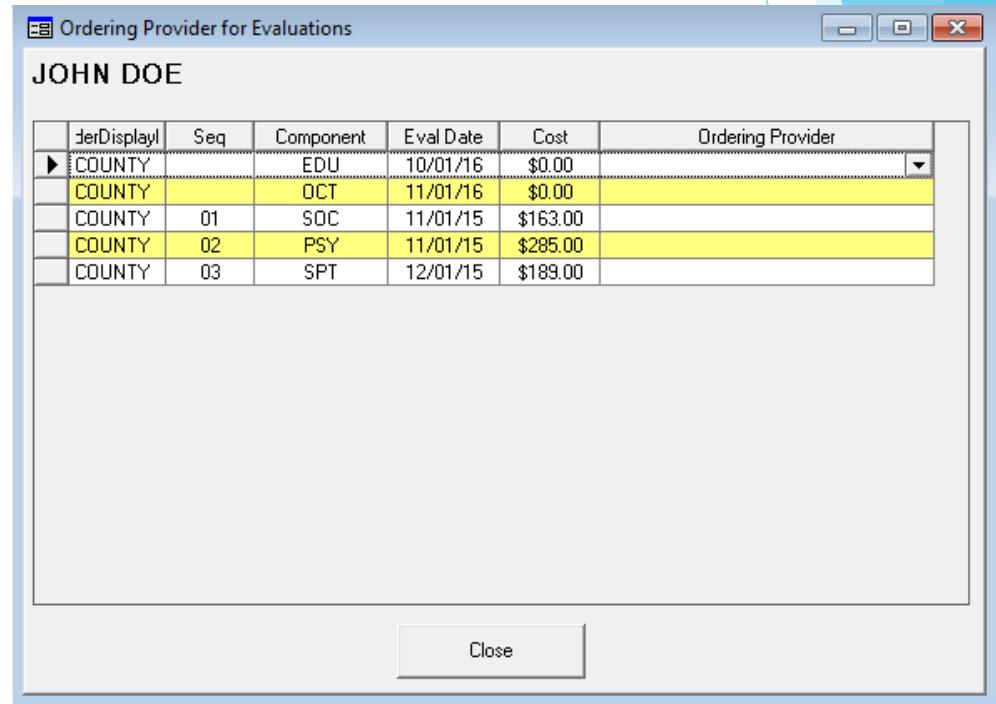
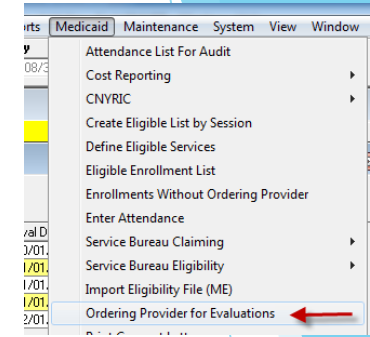


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C P
S E **PORTAL**

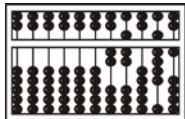
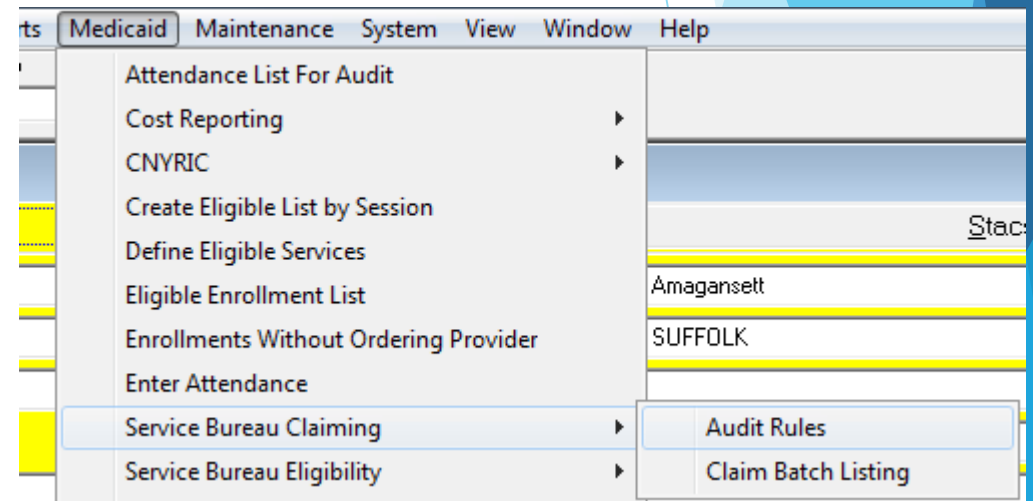
Ordering Providers for Evals

- ▶ Based on current child, lookup child first
- ▶ Navigate the menu Medicaid->Ordering Provider for Evaluations
- ▶ Select the appropriate ordering provider from the dropdown corresponding to each component



Systematic Audits

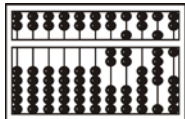
- ▶ Preschool has the ability to verify and validate lots of information automatically
- ▶ The County can choose which audits it would like the system to enforce
- ▶ To maintain this list, navigate to Medicaid->Service Bureau Claiming->Audit Rules



Audit Rules

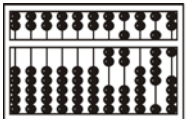
- ▶ This is the list of current rules
- ▶ More may get added over time
- ▶ To choose to use this rule, click the “Enforce” check box

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

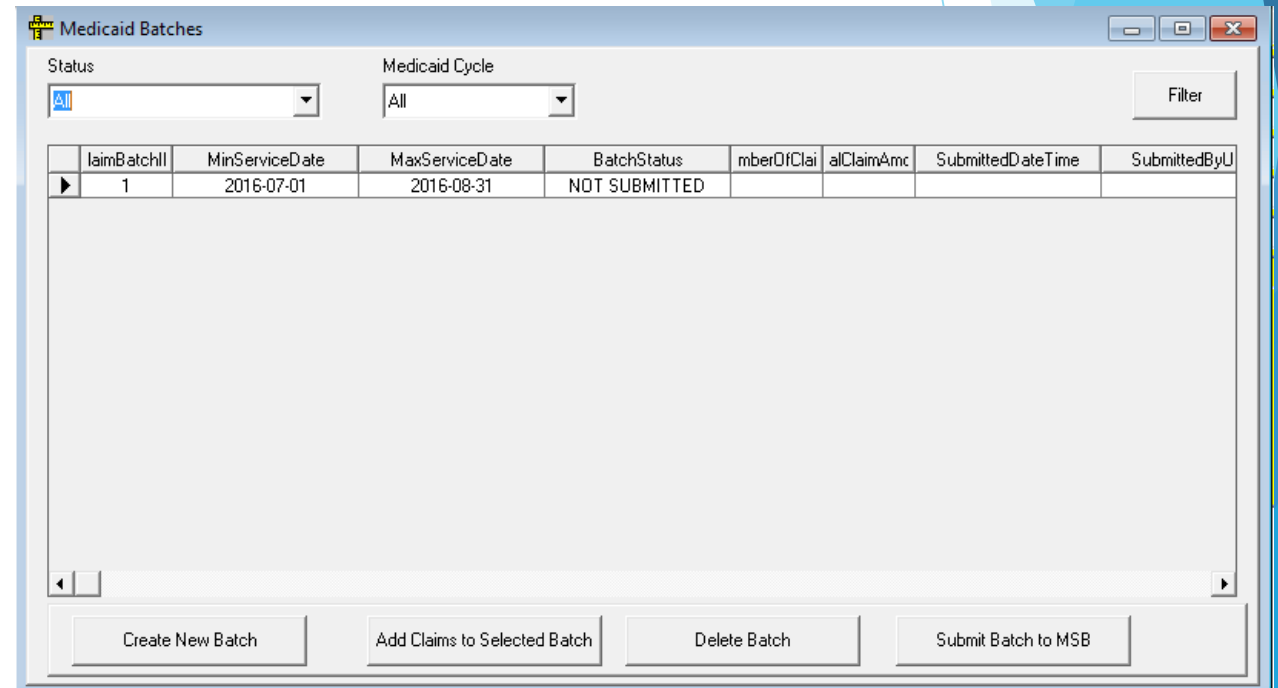
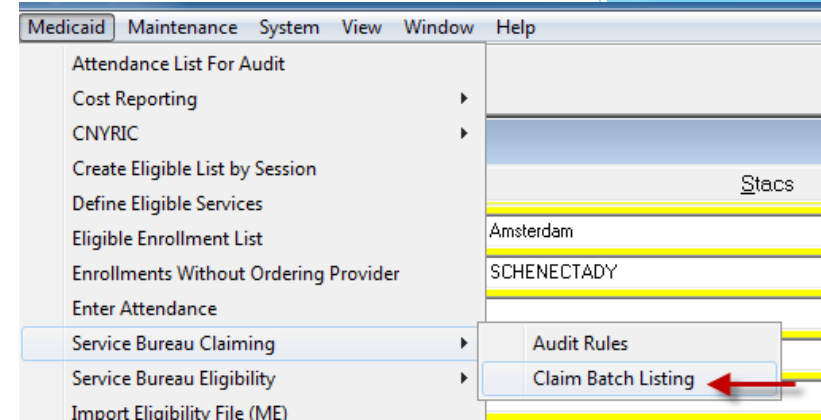


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C P
S E **PORTAL**

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	
	ARCOS	JULIAN	01/13/13	RS1617S0011859	RS	ST	EX00438C	07/15/16	ORIGINAL		92507	

Claim Batch Details - tabs

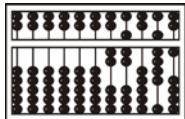
Tab	Description
Claims in Batch	Claims that have already been added to the current batch
Claims that can be Added	Claims that meet the batch criteria (dates and types) and pass all the audits
Additional Claims with Warnings	Claims that meet the batch criteria (dates and types) however they did not pass 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

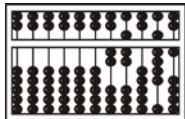
Claims That Can Be Added											
Total	Primary ICD	Addtl ICD	Rx Start	Rx End	Rx Signed	Status	Attn Provider	Attn NPI	Ord Provider	Ord NPI	
\$50.57		F80.0	09/06/16	06/23/17	09/05/16	PASS	Thomson, Susan	1154635852	Thomson, Susan	1154635852	
\$50.57		F80.0	09/06/16	06/23/17	09/06/16	PASS	Bottoni, CARRA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



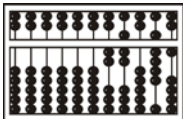
Removing claims from the batch

- ▶ 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	01/13/13	RS1617S0011859	RS	ST	EV
	ARCOS	JULIAN	01/13/13	RS1617S0011859	RS	ST	EV

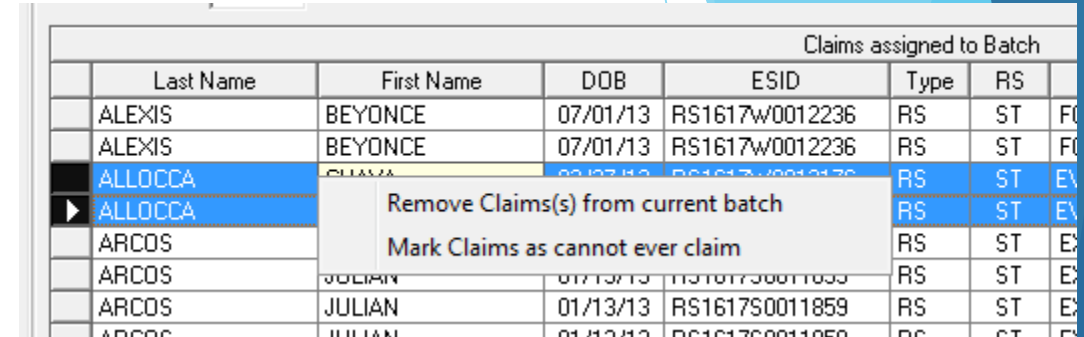
Remove Claims(s) from current batch

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

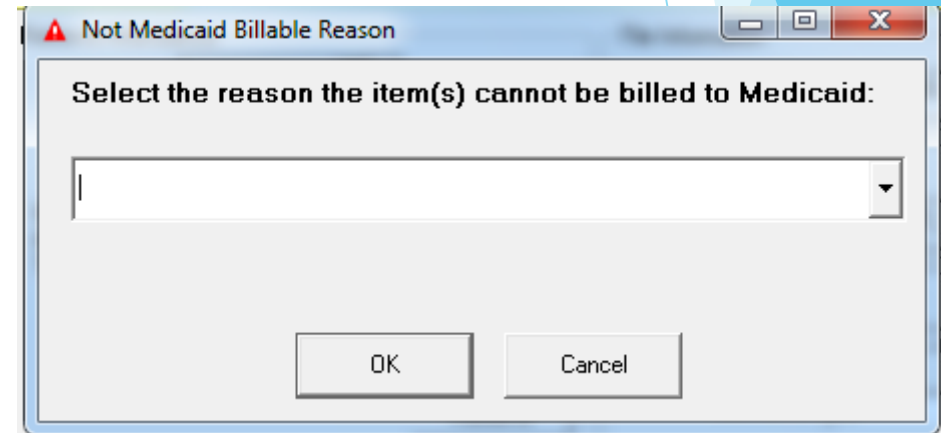


Claims assigned to Batch

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

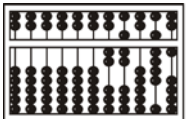
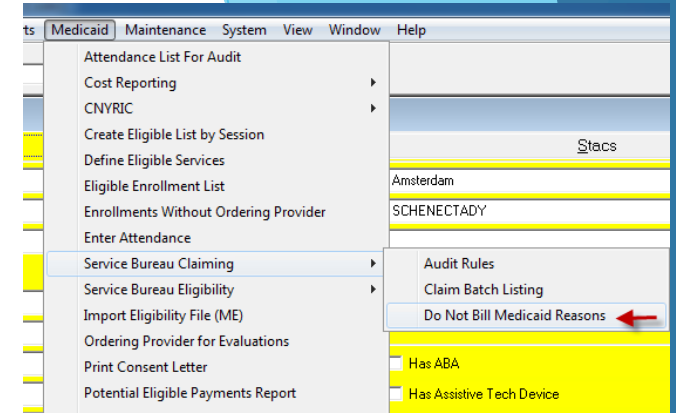
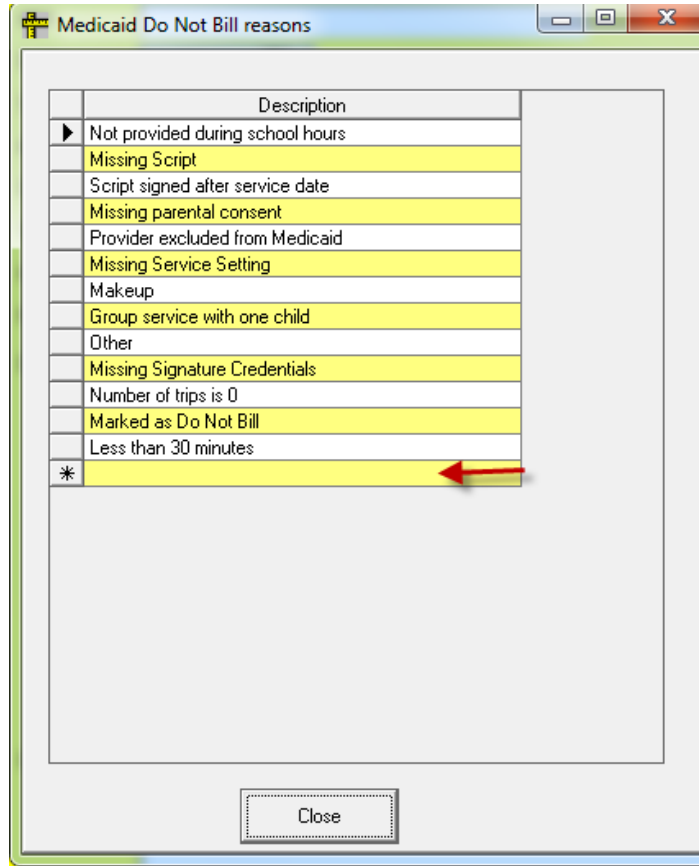
Select the reason the item(s) cannot be billed to Medicaid:

[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

Calendar: 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	

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

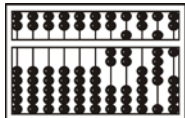
CPT / Rate Code					
CPT	Units	Rate Code	Rate	Total	Mins
97530	2	2084	\$23.96	\$47.92	

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:

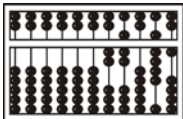
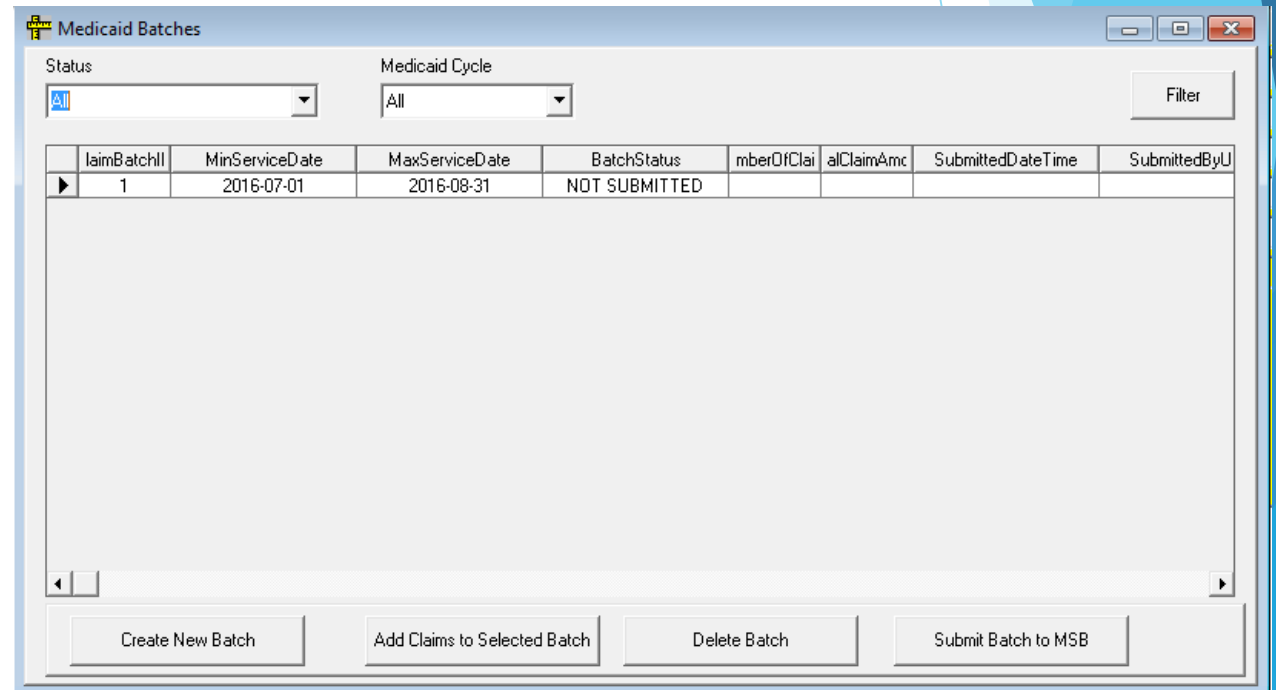
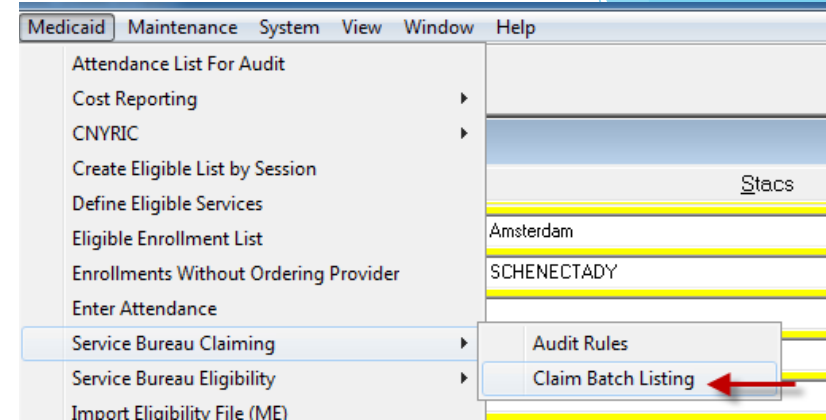
Audit Issues Found		
Audit Description	Audit Code	Type
Service Date must be between RX from and to	RXDATE	FAILURE

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		



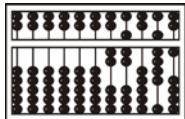
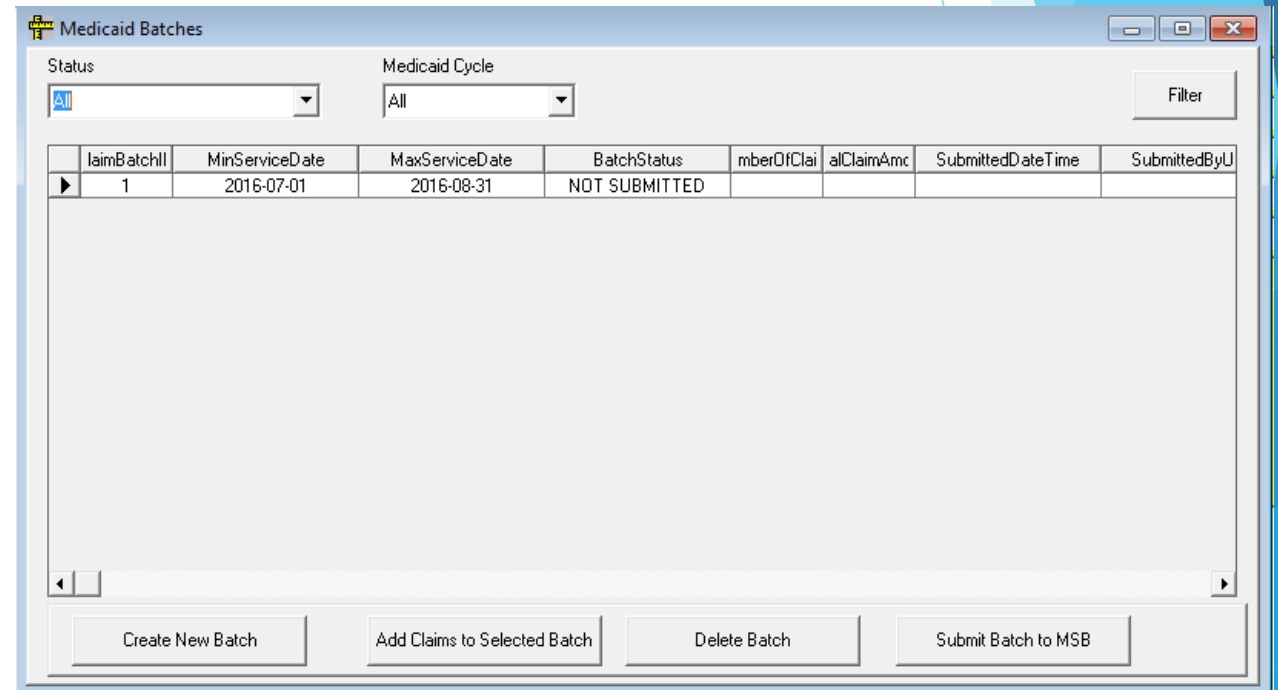
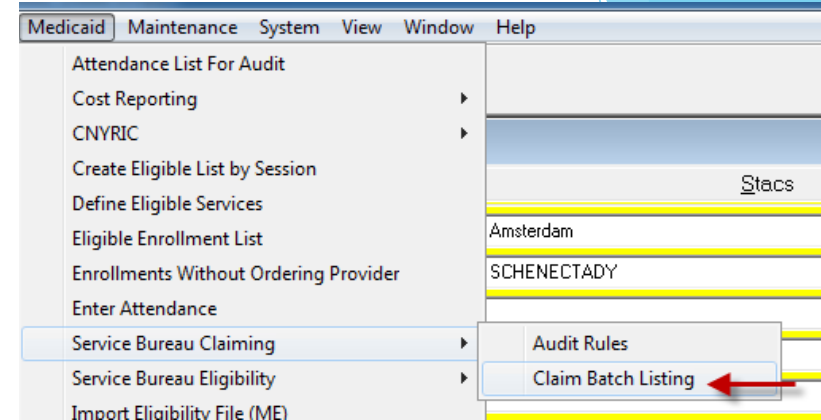
Edit existing batch

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

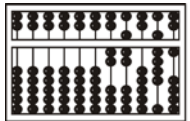


Submitting a Batch

- ▶ 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