



April 2006

Alaska Medical Assistance Newsletter

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First Health Services, in conjunction with the Division of Health Care Services, publishes this monthly newsletter that offers providers useful information, monthly reminders, and tips on how to make billing easier.

Billing Outpatient Post-partum Visits

April 2006

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Routine global obstetrical care CPT-4 Procedure Codes 59400 (vaginal delivery) and 59510 (cesarean delivery) are covered **only when the patient has third party insurance coverage**. If the patient does not have third party insurance, bill for routine obstetrical care with the procedure codes listed in the CPT-4 manual. The use of Pitocin to initiate or augment labor is considered part of a delivery and is not recognized for separate reimbursement.

Procedure Codes 59409 ("Vaginal Delivery Only") and 59514 ("Cesarean Delivery Only") may be billed by a physician who performs only the delivery. If, during the patient's postpartum period, the physician sees the patient or provides any postpartum service, whether in the hospital or the office, the physician must bill Procedure Codes 59410 ("Vaginal Delivery Only, Including Postpartum Care") or 59515 ("Cesarean Delivery Only, Including Postpartum Care").

If a physician provides all or part of the antepartum care, without performing the delivery and postpartum care, then these services must be billed with the appropriate evaluation and management procedure codes. If billing for vaginal delivery only, including postpartum care, use CPT code 59515.

If a patient's condition requires postpartum care by a provider, other than the provider who has already performed and billed for the delivery, that provider must bill Alaska Medical Assistance for postpartum care using CPT code 59430; this code is used only once; per patient.

Outpatient visits and office visits for unrelated medical problems, or for complications related to pregnancy, must follow standard CPT coding guidelines for evaluation and management services. The level of care that is billed should include the components and documentation as detailed by CPT and *cpt Assistant*. Medical record documentation must support the choice of CPT code and modifier used in billing Alaska Medical Assistance; reimbursement is based on the CPT description that is in effect on the date of service (DOS) and CPT definitions may change.

UPDATES

The following has been updated and is available to you on FHSC's Website:

- April - December 2006 Training Schedule now available on FHSC's Website (<https://alaska.fhsc.com/training/providerTraining>)
- 2006 Podiatry fee schedule (<https://alaska.fhsc.com/LookUp/FeeSchedule.asp>)
- Inpatient/Outpatient Hospital Services (<https://alaska.fhsc.com/documents/billing.asp>)

Provider Training

WEEKEND PA HOURS

FHSC's Prior Authorization Unit has a representative available to assist you with your after-hours emergency travel needs. The hours for weekend assistance are:

Saturday 8 AM – 5 PM
 Sunday 12 PM – 4 PM

SMALL RECEIPTS

FHSC is not able to image receipts that are small. Please copy small receipts onto a 8.5 x 11 sheet of paper before mailing in for better imaging. This process will assist FHSC in processing your claims in a timelier manner.

ADVANTAGES OF EDI TRANSACTIONS:

1. Reduce claims processing time.
2. Reduce pended or denied claims.
3. Reduce data entry error.
4. Increase cash flow to the provider.

Providers and billing staff are encouraged to attend training. There is no charge to attend, as training is sponsored under contract with the State of Alaska, Department of Health and Social Services, Division of Health Care Services. All participants should bring their provider billing manual(s).

Because of limited space, you are encouraged to register early; registration for each class will close one day prior to the date of the class. Only registered attendees (with a confirmed registration) are guaranteed a seat; those without a confirmed registration may be turned away. If registration requests exceed the available seats, additional sessions may be offered.

Register for classes in one of the following ways:

- Complete the online registration form on the First Health Services Website at <http://alaska.fhsc.com>
- Complete the registration form in the Alaska Medical Assistance Training Schedule and fax to First Health Services at (907) 644-9845 or mail to P.O. Box 240808, Anchorage, Alaska 99524-0808

After your registration is received and processed by First Health Services, you will receive a confirmation for the classes in which you are enrolled.

April Schedule

Anchorage

04/05/06	
Care Management	2:00 pm – 3:30 pm
Third Party Liability (TPL) Avoidance	3:30 pm – 4:30 pm
04/19/06	
Mental Health/Substance Abuse	1:00 pm – 4:00 pm
04/26/06	
Physicians/Osteopaths/ANPs	10:00 am – 12:00 pm
Waiver Services	1:00 pm – 3:00 pm
04/27/06	
Durable Medical Equipment (DME)	1:00 pm – 4:00 pm

Juneau

04/11/06	
Intro to Alaska Medical Assistance	8:30 am – 12:00 pm
Eligibility	2:00 pm – 3:15 pm
Prior Authorizations (PAs)	3:30 pm – 5:00 pm
04/12/06	
Remittance Advices	8:30 am – 10:30 am
RTDs	10:45 am – 12:00 pm
Appeals	2:00 pm – 3:00 pm
04/13/06	
Adjustments & Voids	8:30 am – 10:00 am
Transportation & Accommodation	10:15 am – 12:15 pm

Teleconference**04/21/06**

Mental Health/Substance Abuse

1:00 pm – 4:00 pm

04/28/06

Waiver Services

1:00 pm – 3:00 pm

05/02/06

Physicians/Osteopaths/ANPs

10:00 am – 12:00 pm

Training Email and Fax Numbers

The Alaska Medical Assistance training email address (anctraining@fhsc.com) is provided for your convenience to send in your questions and comments regarding training offered by FHSC, and to submit completed training registration forms.

Training also provides a fax number (907-644-9845) for your convenience in sending in registration forms or correspondence to FHSC's training department. Remember, our professional staff is ready to assist you, whatever your training needs may be.

Please do not send sensitive or confidential information via email, as this is not a secure method of sending confidential information.

Care Coordination (Alaska)

Care Coordination in Alaska is a service that works hand-in-hand with constituents looking for solutions to effectively and efficiently link children to levels of care appropriate to their clinical needs. Care Coordinators provide information regarding adequate resources to achieve the best possible outcomes for Alaska's children with special needs.

We are currently updating the Website with more comprehensive resources for providers to enhance the level of care for Alaska's youth. Watch for changes on the Care Coordinator Website at <http://alaska.fhsc.com/LookUp/CareCoordination>.

If you have additional questions, please call or email:

Lyn Tashea, LPC

(907) 644-8119

lyntashea@fhsc.com

Inpatient Behavioral Health Medicaid Program Provider Training

Attention: All Clinicians, case managers, administrative staff of enrolled Alaska Medicaid providers, Acute Inpatient and Residential Psychiatric Treatment Services staff

First Health Services is under contract with the State of Alaska's Division of Behavioral Health (DBH) to perform prior authorization and utilization management of inpatient and residential psychiatric treatment services. These services are provided to eligible Alaska Medicaid recipients under the age of 21.

Three training opportunities are being offered this summer by First Health Services. The purpose of this training is to educate providers on the prior authorization and

utilization management policies and procedures of the State, along with a thorough review of policy changes.

A two-day training session will be held in Anchorage (Session I), and a one-day training session will be held in the cities of Fairbanks (Session II) and Juneau (Session III).

Alaskan Cultural Awareness and Intervention Training Day will be on **May 16, 2006** at the Sheraton Hotel. A fee of \$60 includes: a catered lunch, Continuing Education Units for presentations on Native Culture by Father Oleska and topics by Kima Hamilton and Floyd Guthrie, as well as a performance by the Fireweed Dancers. (Registration for Alaskan Cultural Awareness and Intervention Training Day must be mailed with appropriate fees. No fax or email registration will be accepted for this event. More information will be coming about the Cultural Awareness and Intervention Training Day).

Session I

(Limited to 125 participants)

Anchorage - May 17-18, 2006

Sheraton Hotel, (907) 276-8700
Anchorage, Alaska 99501

Session II

(Limited to 40 participants)

Fairbanks - June 21, 2006

Aspen Hotel, (907) 457-2288 or (888) 595-2151
Fairbanks, Alaska 99901

Session III

(Limited to 40 participants)

Juneau - June 23, 2006

Aspen Hotel, (907) 790-6435 or (888) 559-9846
Juneau, Alaska 99801

Rooms have been blocked for your convenience at each location. Please call the appropriate hotel early to make your reservation and ensure accommodation. There are special rates for the training attendees at the hotels.

Extended Deadline

Pre-registration is mandatory. **[The deadline for registration is April 28, 2006.](#)** You may register for sessions on the First Health Services website at <http://alaska.fhsc.com>; choose **Training**, then **Online Registration**. You will receive an instant response that you are registered for your chosen session. You may also complete the registration form located on FHSC's Website (choose **Training**, then **Schedule**) and return to First Health Services via fax, email, or mail. The fax number is (907) 644-5998. The email address is lyntashea@fhsc.com. The mailing address is: First Health Services Corporation, Attention: Lyn Tashea, 1835 South Bragaw, Suite 200, Anchorage, Alaska 99508

Due to limited seating, we cannot guarantee a seat if you are not registered. If you are unable to access the FHSC website to obtain the registration information, please contact Lyn Tashea at (907) 644-6800 or (800) 770-5650 (in state, toll-free).

Health Care Providers Required to Apply for National Provider Identifier (NPI)

The Health Insurance Portability and Accountability Act of 1996 (HIPAA) mandated the adoption of a standard unique health identifier for health care providers. On January 23, 2004, the National Provider Identifier (NPI) was selected as this identifier. All HIPAA covered healthcare providers, whether they are individuals or organizations, must obtain an NPI for use to identify themselves in HIPAA standard transactions. Once a provider's NPI is assigned, the number will not change, regardless of job or location changes.

The deadline for providers completing electronic transactions to begin using NPI exclusively is May 23, 2007. The National Plan and Provider Enumeration System (NPPES) collects identifying information on health care providers and assigns each

a unique NPI. If you do not yet have an NPI, you can apply online at <https://nppes.cms.hhs.gov/NPPES/StaticForward.do?forward=static.instructions>. The estimated time to complete the NPI application form is approximately 20 minutes. If you prefer a paper application, please call (800) 465-3203.

For the latest NPI information, visit www.cms.hhs.gov/hipaa/hipaa2

Medicaid Travel Program

Freedom of Choice Waiver

The Freedom of Choice waiver was approved by the Centers for Medicare and Medicaid. Beginning March 1, 2006, non-emergency Medicaid travel changed. Air travel is booked on the air carrier who is the preferred provider for a recipient's trip itinerary. Recipients will not be able to change air carriers without authorization from Medicaid.

What does this mean?

Health care providers will still call First Health Services for a prior authorization. When travel is approved, the recipient or health care provider must call the State Travel Office at **1-800-514-7123** to book the approved travel. The State Travel Office will select an air carrier that is under contract with the State of Alaska to provide the travel. Recipients will not be able to choose or change air carriers without authorization from Medicaid.

Medicaid will continue to cover medically necessary travel.

The new travel system will make sure that Medicaid recipients have continued access to health care, ensure that safety standards are in place for all preferred carriers and reduce costs.

The process for Medivac will not change.

For more information, Health Care Providers may call FHSC's Provider Inquiry Unit at (907) 644-6800 or (800) 770-5650. Medicaid beneficiaries may call the Recipient Helpline at (800) 780-9972.

SUR (Surveillance Utilization Review)

Care Management Program (CMP)

As of April 1, 2006, the Care Management Program (formerly the Lock-in program) will become active and is open to new referrals. If you have further questions or comments please contact a Care Management Program Coordinator at (907) 644-6842.

First Health Services will be contacting providers looking for those willing to participate in the program. Watch the newsletter for upcoming information regarding CMP.

Provider Records Requirements and Retention

A provider shall maintain records necessary to support the care and services for which payment is requested, and must retain those records for at least seven years from the date services were provided. Be aware that some professional standards require record retention for longer periods of time. Records shall include:

- Patient information for each service provided, including the recipient receiving treatment; specific services provided; extent of service; date of each service; and individual who provided each service;
- Financial information for each service provided, including date of each service and charge; each payment source pursued; date and amount of all debit and credit billing actions; and amounts billed and paid;
- Clinical information pertinent to each service provided (according to applicable professional standards, applicable state and federal laws, applicable Alaska Medical Assistance provider billing manuals, and any pertinent contracts) to a patient for which services have been billed to Medical Assistance, identify the recipient's diagnosis; the medical need; each service, prescription, supply, or plan of care prescribed by the provider - including therapeutic services; and annotated case notes, dated and be signed or initialed by the individual who provided each service.

Request for Records

At the request of a Department of Health and Social Services representative, an authorized federal representative, or another authorized representative, including an employee of the Department of Law, a provider shall provide records free of charge, including financial, clinical, and other records, which relate to the provision of goods or services on behalf of a recipient. A provider who maintains records in an electronic format shall ensure that the data is readily accessible.

IHS (Indian Health Services)

I.H.S/Tribal Specific Training in April

Dillingham (Bristol Bay Area Health Corporation: 6000 Kanakanak Road)

04/05/06

Introduction (Alaska Medicaid, Enrollment)	8:30 am – 10:00 am
Billing Manual Overview	10:00 am – 11:00 am
How to Complete Forms	11:00 am – 12:00 pm
Lunch Break	12:00 pm – 1:15 pm
Inpatient/Outpatient Hospital (CHAP/S)	1:15 pm – 3:15 pm
Remittance Advices & RTDs	3:30 pm – 4:30 pm

04/06/06

Correction Worksheets/Resubmission	
Turnaround Documents (RTDs)	8:30 am – 9:30 am
Dental Health Aids (Dental Billing)	9:30 am – 11:30 am
Appeals, Recipient Hot Line	11:30 am – 12:00 pm
Lunch Break	12:00 pm – 1:00 pm
Transportation & Accommodation	1:00 pm – 2:00 pm
Teleconference/Interface	2:00 pm – 3:30 pm
Questions & Answers	3:30 pm – 4:30 pm