

Fee-for-Service Billing and Technical Assistance

Guidance for Children's Division Residential and Treatment Foster Home Providers

July 1, 2022 implementation

Agenda



Fee-For-Service Billing Practices

Additional Resources and Tools

Fee-For-Service Provider Billing Resources

Fee-for-services (FFS) providers are encouraged to learn about MHD policies and procedures, fee schedules and rate lists, and billing practices.



Policies and Procedures

To access information about FFS policies and procedures, visit dss.mo.gov/mhd/providers/fee-for-service-providers.htm

Policies & Procedures

- Provider Bulletins
- Provider Hot Tips
- Provider Manuals
- Out-of-state non-bordering services

Select the designated links to review current and updated information about the MO HealthNet Division (MHD) FFS policy and procedures for providers.

Policies and Procedures: Provider Bulletins

Provider Bulletins provide the following information

- Notify providers of new or updated policies
- Clarify existing policies
- Advise of important program information, rate changes, and new/changed procedure codes

MO HealthNet Division Provider Bulletins

home » mo healthnet division » providers » pages » bulletins

The MO HealthNet Program publishes provider bulletins as necessary to clarify existing program and policy or explain new policy. Bulletins are posted at this location and will remain here until they are incorporated into the provider manuals as appropriate. At that time, the bulletins will be moved to the Archives.

Archived Bulletins

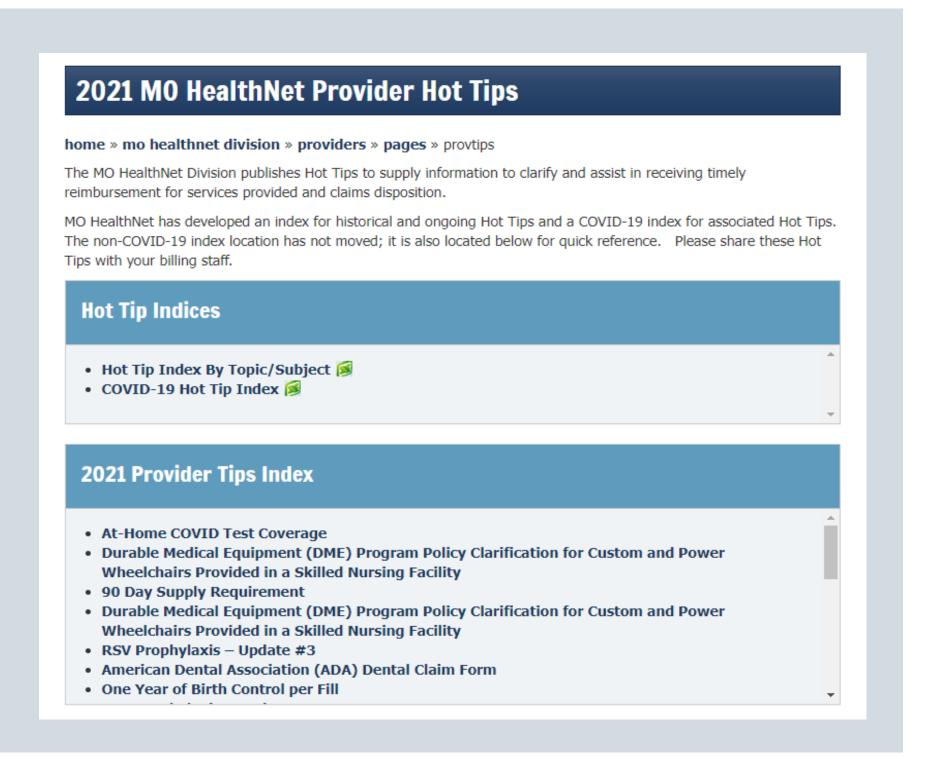
Issue Date	Provider Bulletin Description
Nov 24, 2021	Physician and Outpatient Habilitative Services, Vol 44, No. 31
Nov 19, 2021	Monoclonal Antibody COVID-19 Infusion, Vol 44, No. 30
Nov 19, 2021	COVID-19/Flu/RSV Testing, Vol 44, No. 29
Nov 15, 2021	Nursing Facilities and Hospice Providers, Vol 44, No. 28
Nov 10, 2021	Adult Expansion Group – ME Code E2, Vol 44, No. 27
Nov 5, 2021	Private Duty Nursing Webinar, Vol 44, No. 26
Nov 3, 2021	Products Reimbursed Under the Nursing Home Per Diem, Vol 44, No. 25
Oct 28, 2021	Home Health Program, Vol 44, No. 24
Oct 22, 2021	Transcranial Magnetic Stimulation for Major Depressive Disorder, Vol 44, No. 23
Oct 21, 2021	Annual Hospice Rate Change, Vol 44, No. 22

Source: https://dss.mo.gov/mhd/providers/pages/bulletins.htm

Policies and Procedures: Provider Hot Tips

Provider Hot Tips provide the following information:

- Clarify existing policies and processes
- Provide information to assist with reimbursement and claims dispositions
- Identify provider resources



Source: https://dss.mo.gov/mhd/providers/pages/provtips.htm

Policies and Procedures: Provider Manuals

MHD provider manuals contain helpful resources for FFS providers.

- Policy
- Benefits and Limitations
- Covered HCPC and CPT codes
- Billing Instructions

NOTE: Remember to refer to section 13 and 19 of the provider manual for specific program details.



Source: http://manuals.momed.com/manuals/

The Comprehensive Community Support Rehabilitative Services Provider Manual will be added to this page at a later date.

Policies and Procedures: Provider Forms

Provider Forms*

- Behavioral Health Services
 Request For Precertification
- Prior Authorization Form
- Drug Prior Authorization
- Additional forms will be created for CCS providers

Forms

Accident Report [TPL-2P]

Acknowledgment of Receipt of Hysterectomy Information

Addendum to the Plan of Treatment/Medical Update

Air Fluidized/Low Air Loss Therapy

Approval Notice [IM-32]

Approval Notice [IM-32]

IM-32-MAF

IM-32-MC

IM-32-MPW

IM-32-PRM

IM-32-QMB

Authorization by Clinic Members

Authorization Determination

Backdate Request form for Consideration of Pharmacy Services

BCCT MO HealthNet Application

BCCT Temporary MO HealthNet Authorization

Dobavioral Health Convices Poquest for Procertification

Source: http://manuals.momed.com/manuals/presentation/forms.jsp

^{*} MHD is developing precertification forms for Children's Division Residential Providers. These forms will be uploaded to the website sourced above.

Fee-For-Service Fee Schedules and Rate Lists

Providers can access the MHD FFS fee schedule and rate lists to learn about current rates and fees for procedures.



Source: https://dss.mo.gov/mhd/providers/fee-for-service-providers.htm, see "Fee Schedules and Rates" section

Fee-for-Service Fee Schedules and Rates

To access the exhaustive FFS rate list, follow the prompts below:

- Visit https://dss.mo.gov/mhd/providers/fee-for-service-providers.htm
- Select the "Fee Schedules" link

- Review the "License for Use of Physicians"
 Current Procedural Terminology" agreement
- Select "I Accept" if you agree with the terms and conditions
- Next review the "MHD Price List Search Main Disclaimer" information
- Select either "Download" or "Full Search" to view the FFS fee schedules

Fee Schedules & Rate Lists

- Fee Schedules
- · IRHC Medicare/Medicaid Interim Rate list
- · Nursing Facility Rate list

MHD Price List Search - Main Disclaimer

ATTENTION PROVIDERS

In order to access the File Download Page or the Online Search Page, you must read through the below information.

The fee schedules are updated each quarter. Pricing files are used by all MO HealthNet Providers. A code may not be appropriate for your claim even though it is listed in the pricing file. This is especially true for the categories entitled EPSDT, Medical, and Other Medical. Please refer to your program specific manual and bulletins for correct coding.

MO HealthNet providers are categorized by the service(s) they perform for the MO HealthNet eligible participants. The service by which providers are classified will determine the procedures for which they receive MO HealthNet reimbursement. However, some CPT codes may be billed by multiple provider types.

For programs not paid via a fee schedule, procedure codes will show as covered with a fee listed. If you are paid by percentage, per diem rate, etc., you will continue to be paid in that manner. Again, please refer to the program specific manual and bulletins for limitations and restrictions.

General Fee Schedule Information

The four categories listed below have a variety of codes, which may be appropriate for many providers and services. Please use this as a reference when searching in these categories. For more specific information refer to the provider manuals and bulletins.

Source: https://dss.mo.gov/mhd/providers/fee-for-service-providers.htm

Fee-For-Service Claim Processing Schedule

The MHD Claims Processing Schedule refers to the dates when claims should be submitted in order to receive timely reimbursement. The schedules are updated annually.

MO HEALTHNET CLAIMS PROCESSING SCHEDULE FOR FISCAL YEAR 2022

FINANCIAL	PROVIDER CHECK	BEGINNING CLAIM	ENDING
CYCLE DATE	DATE	CAPTURE CURRENT CYCLE	CLAIM CAPTURE ₁
Friday 06/25/2021	Wednesday 07/07/2021	Tuesday 06/08/2021	Friday 06/25/2021
Friday 07/16/2021	Friday 07/23/2021	Saturday 06/26/2021	Friday 07/16/2021
Friday 07/30/2021	Friday 08/13/2021	Saturday 07/17/2021	Friday 07/30/2021
Friday 08/13/2021	Wednesday 08/25/2021	Saturday 07/31/2021	Friday 08/13/2021
Friday 08/27/2021	Friday 09/10/2021	Saturday 08/14/2021	Friday 08/27/2021
Friday 09/10/2021	Friday 09/24/2021	Saturday 08/28/2021	Friday 09/10/2021
Friday 09/24/2021	Friday 10/08/2021	Saturday 09/11/2021	Friday 09/24/2021
Friday 10/15/2021	Friday 10/22/2021	Saturday 09/25/2021	Friday 10/15/2021
Friday 10/29/2021	Friday 11/12/2021	Saturday 10/16/2021	Friday 10/29/2021
Friday 11/12/2021	Wednesday 11/24/2021	Saturday 10/30/2021	Friday 11/12/2021
Friday 11/26/2021	Friday 12/10/2021	Saturday 11/13/2021	Friday 11/26/2021
Friday 12/10/2021	Thursday 12/23/2021	Saturday 11/27/2021	Friday 12/10/2021
Friday 12/24/2021	Friday 01/07/2022	Saturday 12/11/2021	Friday 12/24/2021
Friday 01/07/2022	Tuesday 01/18/2022	Saturday 12/25/2021	Friday 01/07/2022
Friday 01/21/2022		·	Friday 01/21/2022
Friday 02/04/2022	Friday 02/18/2022	Saturday 01/22/2022	Friday 02/04/2022
Friday 02/25/2022	Friday 03/04/2022	Saturday 02/05/2022	Friday 02/25/2022
Friday 03/11/2022	Friday 03/25/2022	Saturday 02/26/2022	Friday 03/11/2022
Friday 03/25/2022	Friday 04/08/2022	Saturday 03/12/2022	Friday 03/25/2022
Friday 04/08/2022	Monday 04/18/2022	,	Friday 04/08/2022
Friday 04/29/2022	Friday 05/06/2022	Saturday 04/09/2022	Friday 04/29/2022
Friday 05/13/2022		,	Friday 05/13/2022
Friday 05/27/2022	Friday 06/10/2022		Friday 05/27/2022
Friday 06/10/2022	Friday 06/24/2022		Tuesday 06/07/2022

Note 1: Ending Claim Capture date - Closeout is 5:00 p.m. on the date shown

Source: http://manuals.momed.com/ClaimsProcessingSchedule.html

Fee-For-Service Billing Practices

eMOMED Enrollment

Claim Submissions

Participant Eligibility

Additional eMOMED Resources



Source: https://dss.mo.gov/mhd/providers/fee-for-service-providers.htm see "Billing" section

eMOMED Enrollment



The MHD Education and
Training Unit offers resources
to help providers apply to the
FFS billing platform,
eMOMED.

Fee-For-Services Billing Practices: eMOMED Enrollment

Getting Started:



View the "Billing" section on the website listed below.



Select "Apply for eMOMED" to gain access to the FFS billing platform



For technical assistance with eMOMED contact helpdesk at (573) 635-3559

Billing

- Apply for EMOMED
- EMOMED
- CYBERACCESS @
- GEMT Uncompensated Cost Reimbursement
 Program, updated 10/21/19
- Claims processing and payment schedule
- Exempt Diagnosis Table , updated 10/01/20
- HIPAA EDI companion guide
- Radiology benefit management information
- Remittance Advice Remark Codes and Claim Adjustment Reason Codes
- SDAC and IEP Direct Services Cost Settlement
- Telemedicine

Source: https://dss.mo.gov/mhd/providers/fee-for-service-providers.htm

Fee-For-Services Billing Practices: eMOMED Enrollment

Accessing eProvider:



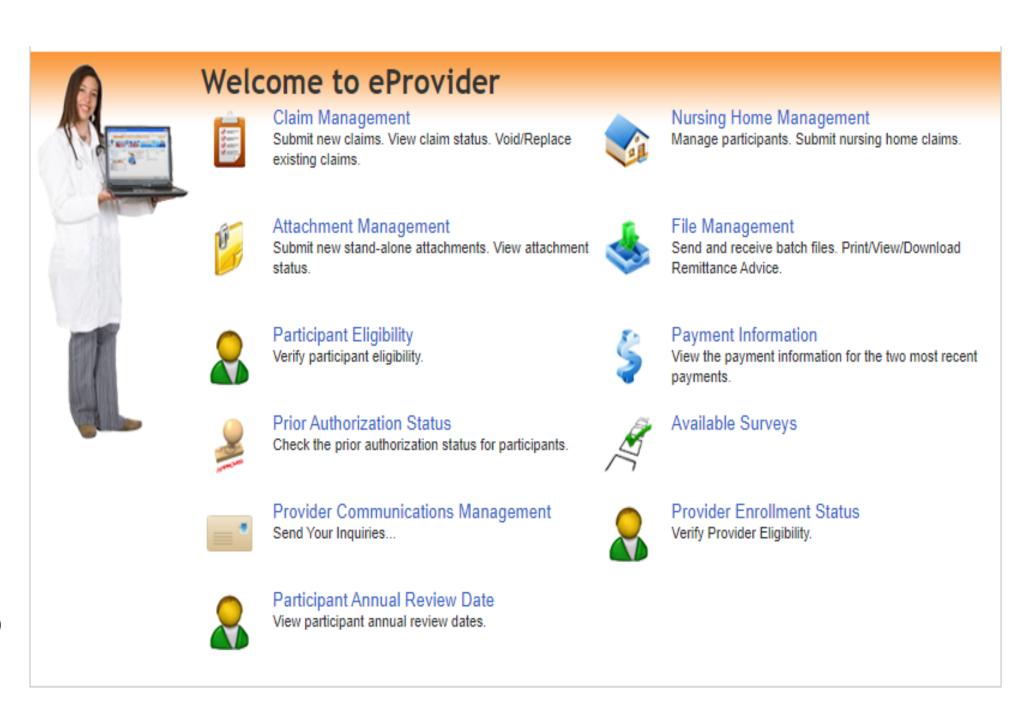
Login to eMOMED to view the eProvider webpage



eProvider allows providers to manage claims, prior authorizations, payment information, and more



Select "Claim Management" to submit a claim



Source: https://www.emomed.com/portal/wps/portal/

Claim Submissions



The MHD Education and
Training Unit offers resources
to help providers get started
with submitting bills and
claims to the FFS program.

Claim Submission:



Providers can use Claim Management in eMOMED to accomplish the following:

New Claim (Medical CMS 1500)

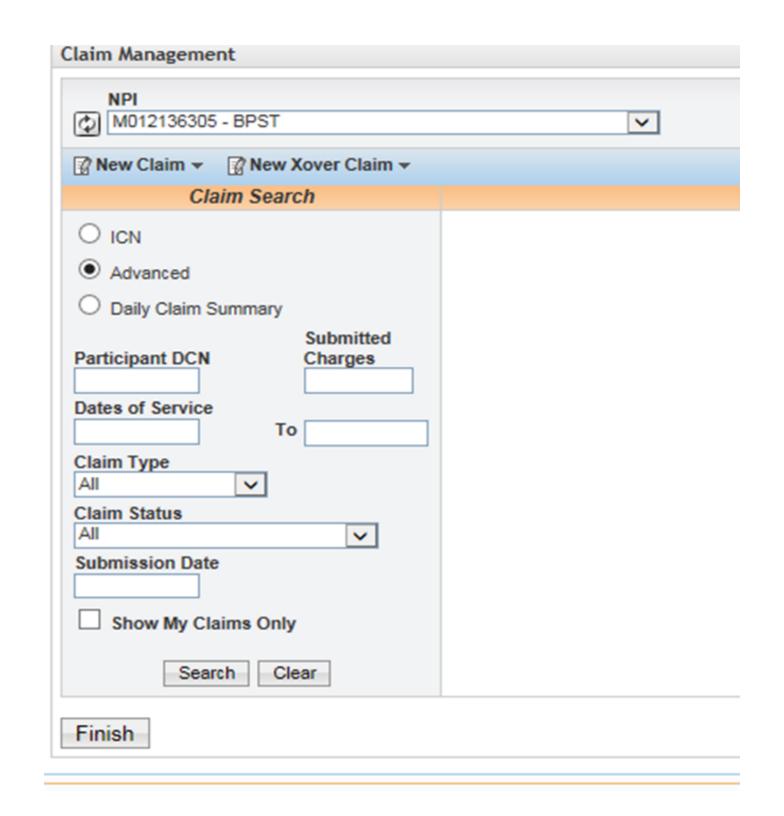
New Crossover Claim (Medicare Primary)

Search Claim

- ICN Search
- Or Advanced (DCN only needed)



To schedule a webinar and learn more about claim submissions visit https://dss.mo.gov/mhd/providers/education/



eMOMED Claim Forms

Providers can use the eMOMED platform to access any of the select claim forms. Select the appropriate eprovider claim form.

Medical CMS 1500

Inpatient and Outpatient (UB-04)

Dental

Pharmacy

Medicare UB-04 Part A Institutional

Medicare UB-04 Part C Institutional Crossover

Medicare UB-04 Part C Professional Crossover

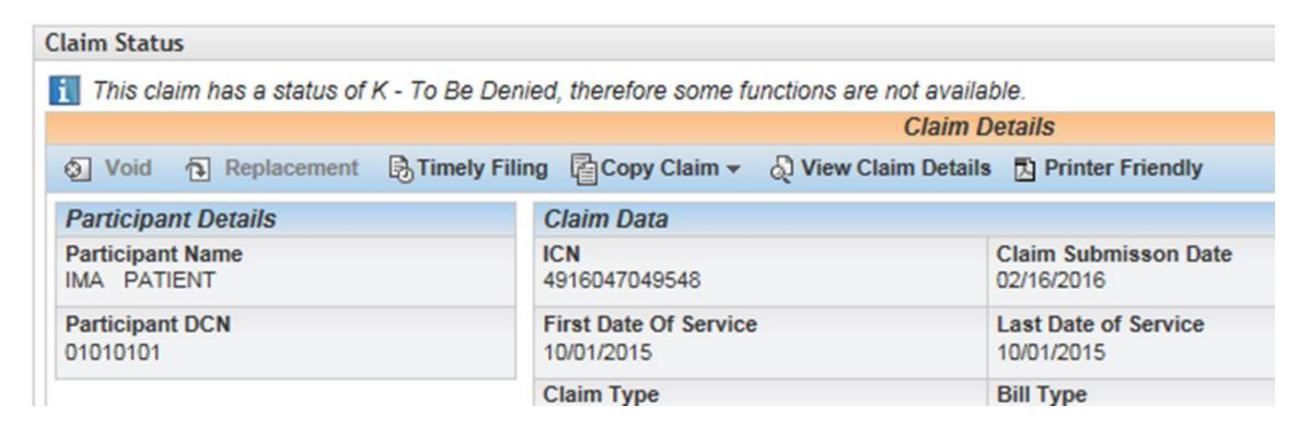
Medicare UB-04 Part C Professional Crossover

Medicare CMS 1500 Part B Professional

Medicare CMS-1500 Part C Professional

Crossover

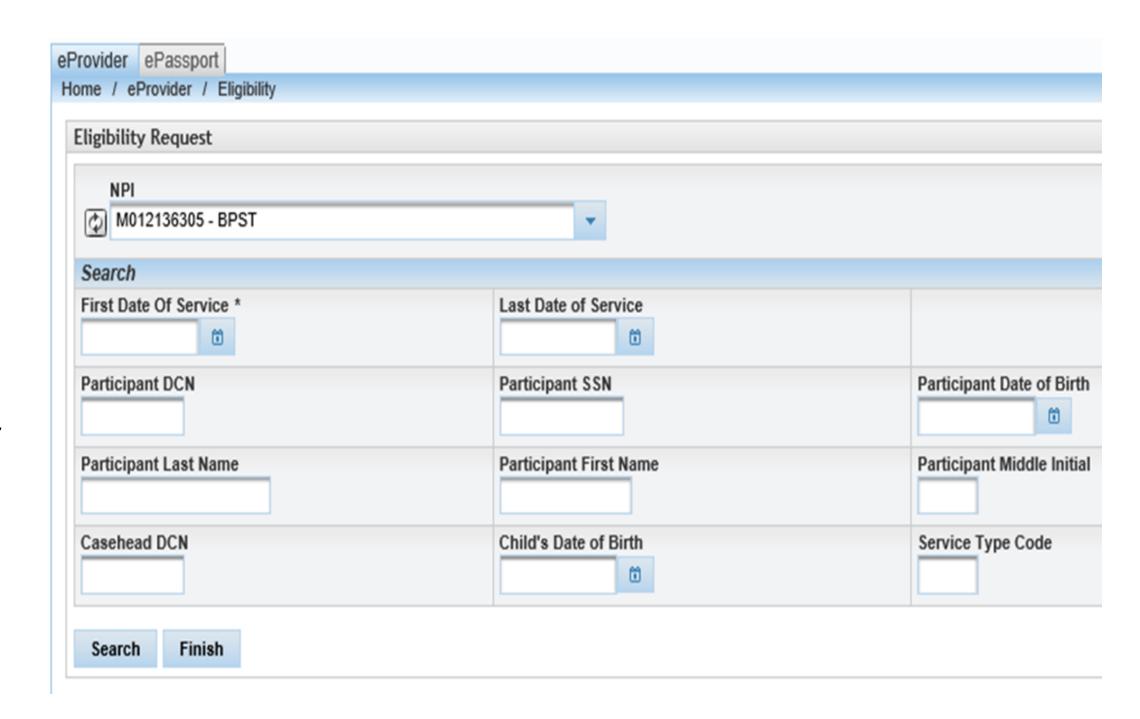
Adjusting Claims



- Void only for paid claims
- Replacement only for paid claims
- Timely Filing adjusting claims after 12 months
- Copy Claim Original or Advanced adjusting denied claims
- Printer Friendly detailed print out of claim submission

Participant Eligibility

- Participant Eligibility:
 Please see the
 Determining Eligibility
 PowerPoint for assistance reading the results of the search. (Eligibility is Date of Service specific)
- Enter DCN and Date of Service



Participant Eligibility

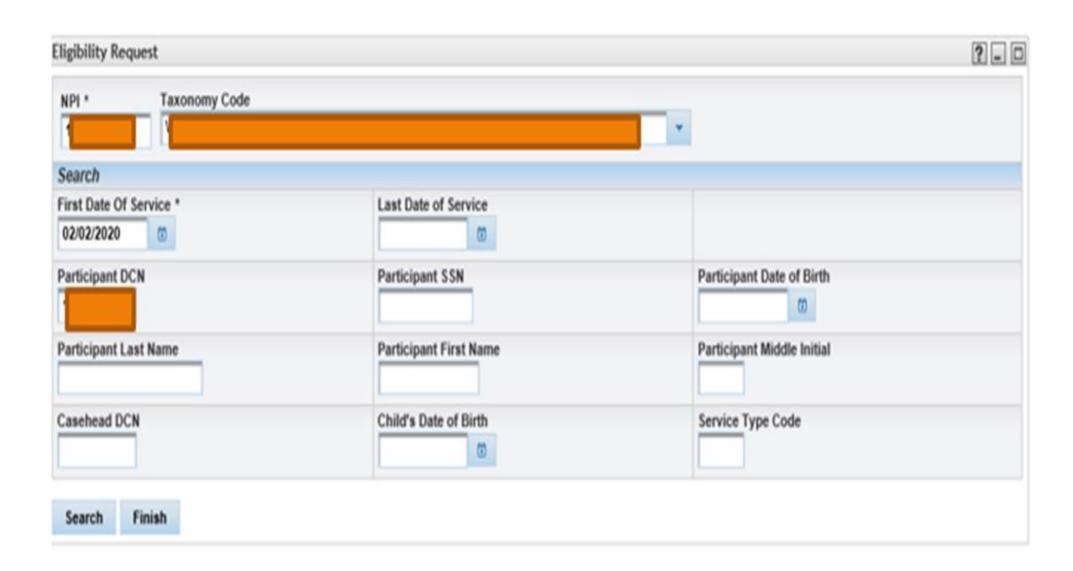


eMOMED offers ways for providers to review FFS members' eligibility for services.

Fee-For-Services Billing Practices: Participant Eligibility

Eligibility Request

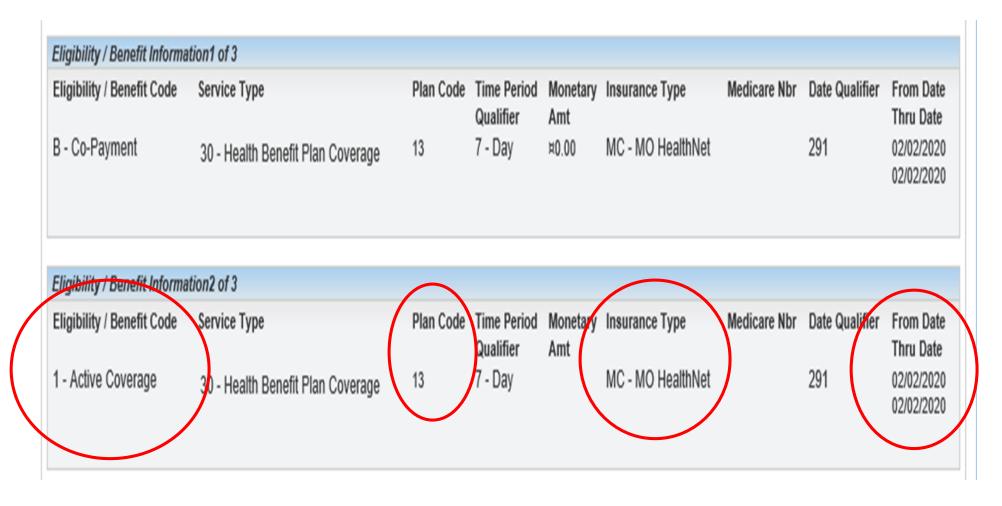
- Participant Eligibility: Eligibility is Date of Service specific (DOS).
- Request eligibility for a current or past dates. Try to refrain from spanning dates.
- Sometimes it is helpful when trying to determine when/if a participant met their spenddown during the month.



Fee-For-Services Billing Practices: Participant Eligibility

Example 1: Coverage Information

- Eligibility/Benefit Code (1- Active or 6- Inactive)
- Plan Code ME Code (See Provider Resource Guide for ME codes)
- Insurance type- MC- MO HealthNet or HM – Patient Locked into Managed Care (Healthy Blue, Home State, or United Health Care will be indicated later)
- From Date Thru Date- Date requested when running eligibility.

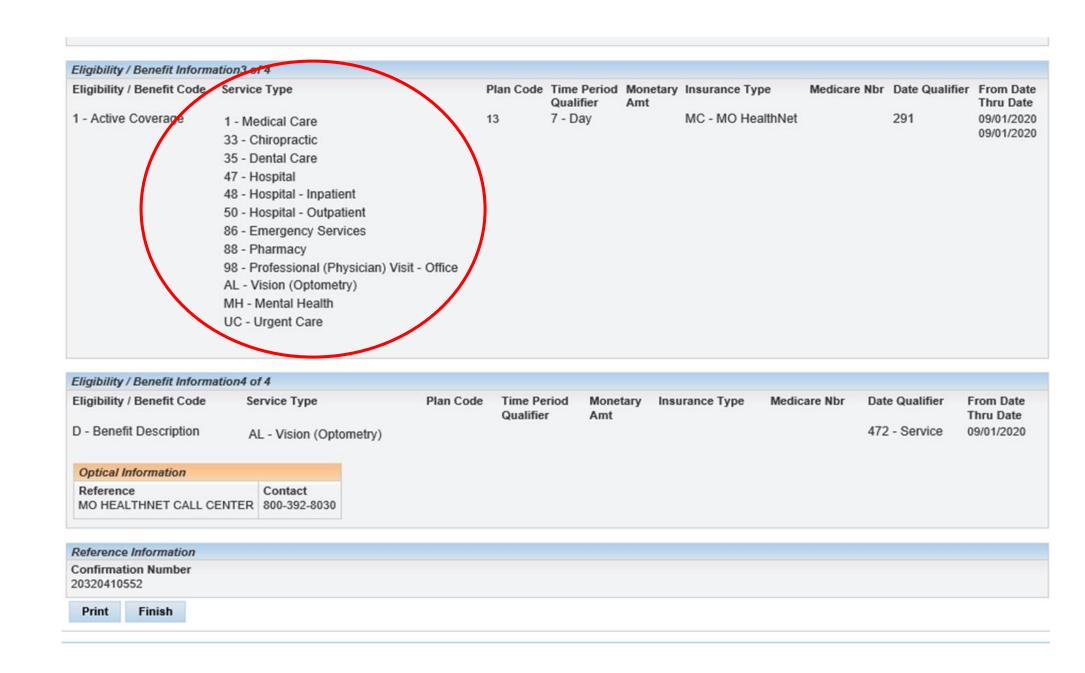


Source for Provider Resource Guide: https://dss.mo.gov/mhd/providers/pdf/Provider-Resource-Guide.pdf

Fee-For-Services Billing Practices: Participant Eligibility

Benefit Information

Service Type- Lists general benefit information. Please refer to the Provider Manual for more specific coverage information.



Source: http://manuals.momed.com/manuals/

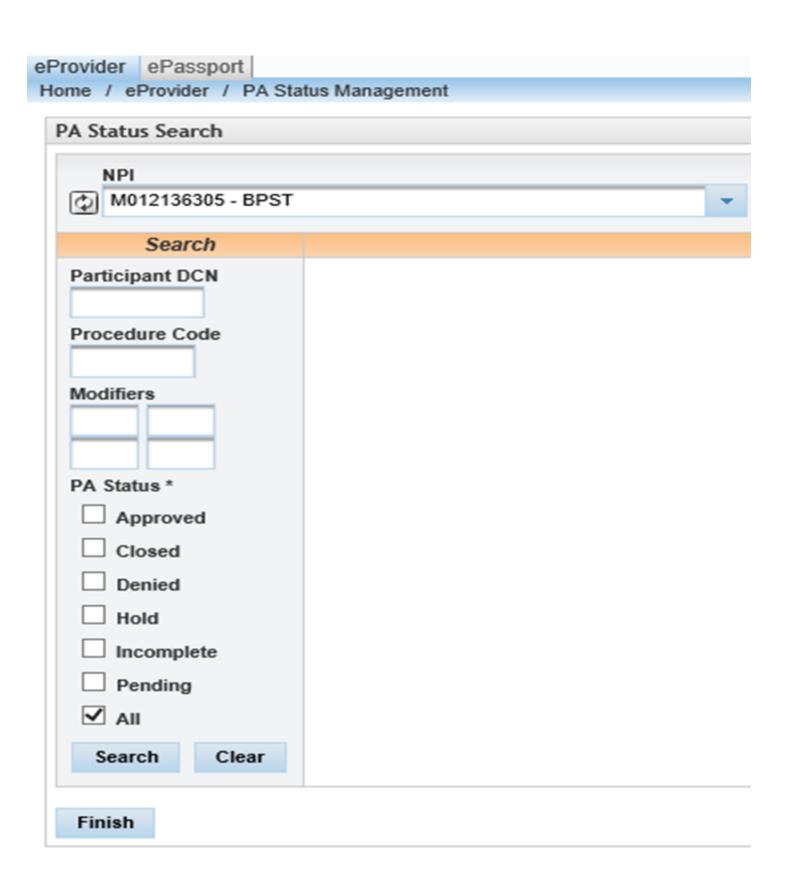
The Comprehensive Community Support Rehabilitative Services Provider Manual will be added to this website at a later date.

Additional Resources and Tools

The MHD Education and Training Unit offers additional resources and tools to support optimal billing practices*.



Prior Authorization Status

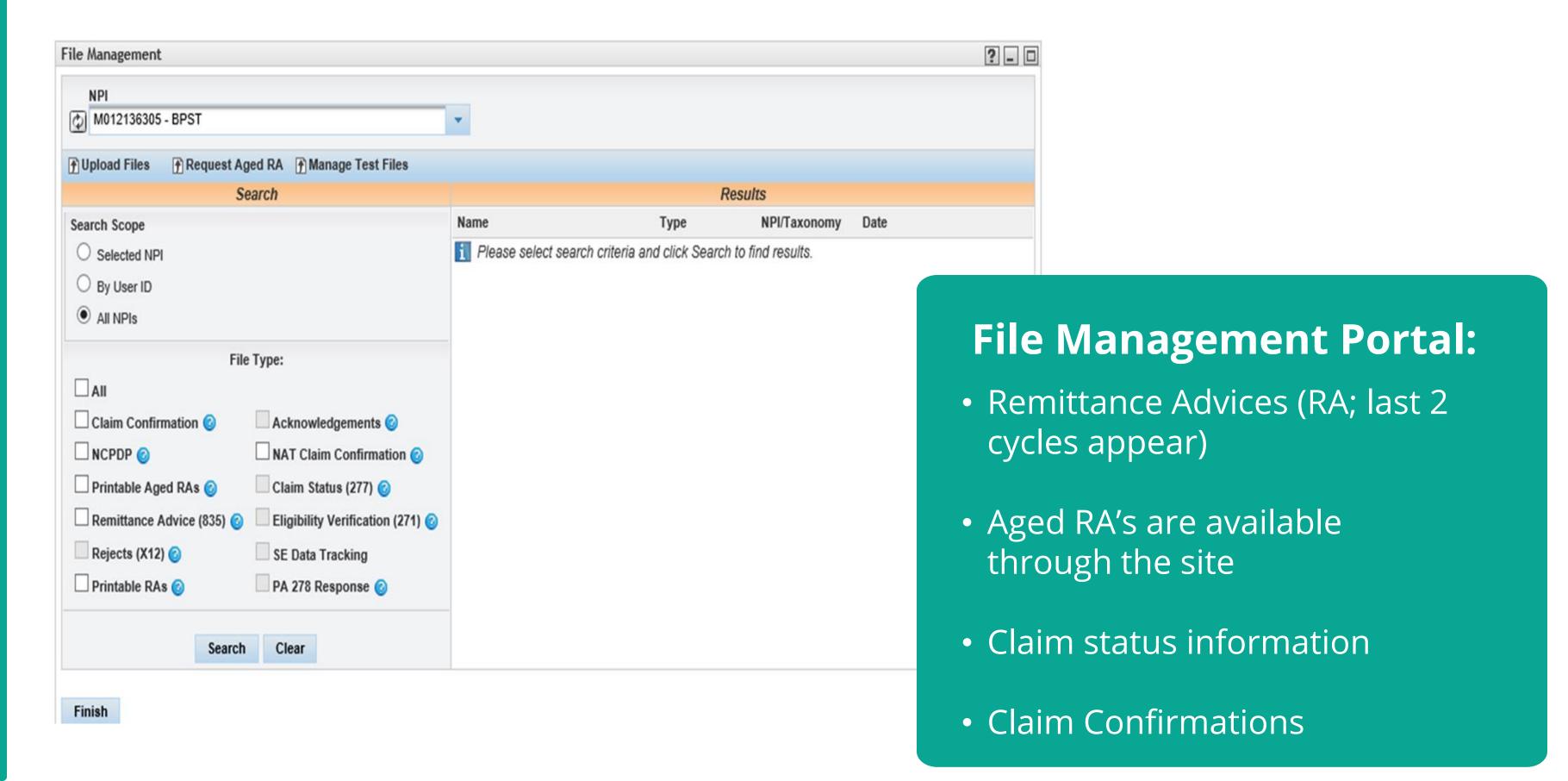


Prior Authorization Status

Providers can check the status of a PA using this option.

The Comprehensive Community
Support Rehabilitation Services
PA process is under
development.

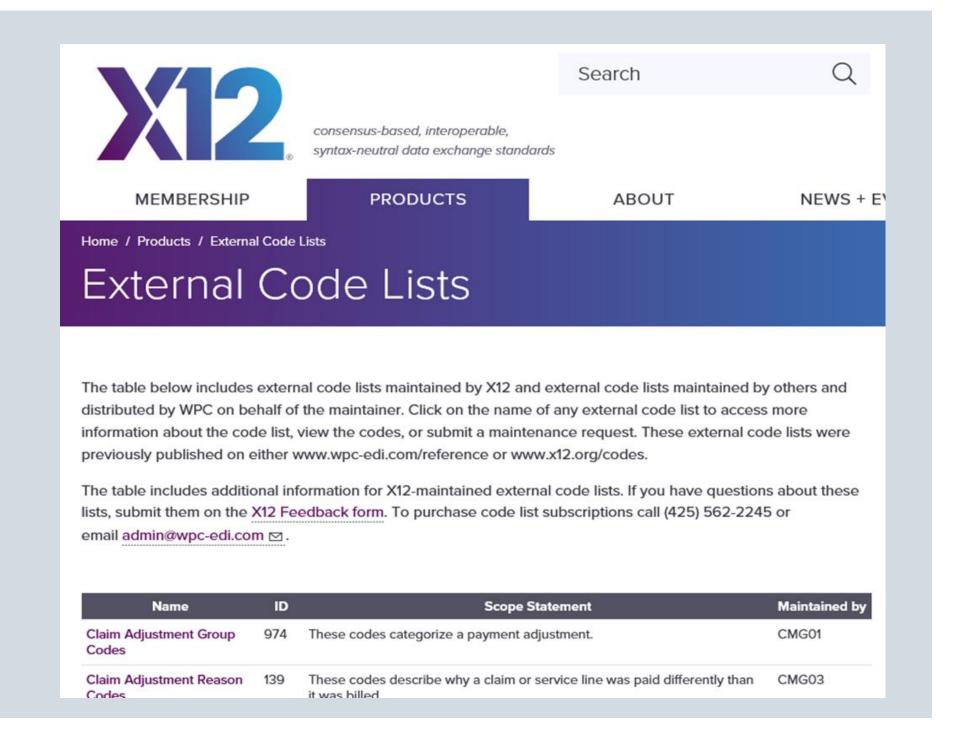
File Management Portal



Claim and Remittance Advice Tool

Remittance Advice Remark Codes and Claim Adjustment Reason Codes

The Washington
Publishing Company (X12)
is an external organization
that provides HIPPA
compliant codes to
determine claim and
remittance advice
disposition.



Source: https://dss.mo.gov/mhd/providers/pages/ra ca codes.htm

Benefit Tables

Demonstrates the various benefits of the MHD programs. For more information select the appropriate program of interest.

MO HealthNet Benefit Tables

Master list of covered services

Copay Requirements and Exemptions

Issue Date	Service
12/01/2021	Ambulance (emergency only)
12/01/2021	Ambulatory Surgical Center
12/01/2021	Applied Behavior Analysis
12/27/2017	Behavioral Health Services
12/01/2021	Biopsychosocial Treatment of Obesity
12/01/2021	Certified Nurse Practicioner
12/01/2021	Chiropractic Services
12/01/2021	Community Psych Rehab Services
12/01/2021	Complementary & Alternative Therapies for Chronic Pain Management
12/01/2021	Comprehensive Day Rehab
12/01/2021	Comprehensive Substance Treatment & Rehab (CSTAR)

Source: https://dss.mo.gov/mhd/providers/fee-for-service-providers.htm

Fee-For-Services Billing Practices: Additional Resources

- Provider Training Calendar
- Educational PowerPoints and Resources

Source: https://dss.mo.gov/mhd/providers/education/

Education and Training Resources

home » mo healthnet division » providers » education

Provider Trainings

The MO HealthNet Division (MHD) Education and Training Unit provides interactive web based trainings to providers. The trainings are limited to two hours in length. Providers should enroll in training sessions applicable to their provider type, when applicable. When registering for a group, each attendee must register individually.

Training Topics:

- · Navigating MHD provider resources on the MHD webpage and eMOMED.com
- · Electronic Claim Filing on eMOMED.com
 - · Claim form(s) applicable to the program
 - Third Party Liability
 - Crossover Claims, if applicable to the program
- Program Benefits and Limitations and Documentation

Once Registered: When logging in for a registered webinar, providers should enter their full name. If using a speakerphone, mute the phone to ensure there is minimal background noise. If you have specific questions that you would like to have addressed during your training, email them to **MHD.PROVTRAIN@dss.mo.gov** and include the name and date of the webinar you are attending.

Provider Training Calendar

• 4th Quarter Provider Trainings by Program

To cancel: If you have scheduled a training session and are unable to participate, contact Education and Training by emailing **MHD.ProvTrain@dss.mo.gov** or by calling 573-751-6683.

Educational PowerPoints and Resources

- Behavioral Health Resources
- Dental Resources
- Durable Medical Equipment Resources
- General Resources
- Pharmacy Resources
- Physician and Clinic Resources
- Private Duty Nursing Resources
- Telemedicine Resources

Fee-For-Services Billing Practices: Additional Resources

Provider Resource Guide

This guide provides descriptions of medical eligibility codes, shows limited and comprehensive benefits and provides abundant MO HealthNet contact information.

PROVIDER RESOURCE GUIDE

MO HealthNet: Missouri's Medicaid Program

The MO HealthNet Division provides health care access to low income individuals that are elderly, disabled, and members of families with dependent children, children in low-income families, uninsured children, pregnant women, refugees, or children in state custody. Participants are categorized into Medical Eligibility (ME) groups based on their specific factors.

Adult participants in ME categories for Aid to the Blind or pregnant women programs receive a full comprehensive benefit package which includes: primary, acute and preventive care, hospital care, dental, prescriptions, and vision. All other adult participants receive a limited benefit package of services depending on their ME category.

Services are received through a Fee-For-Service (FFS) or Managed Care delivery system. Providers can determine which program participants are in by calling the Interactive Voice System (IVR) at 573-751-2896 and using option "1" or online at eMOMED.

MO HealthNet Programs

The **MO HealthNet FFS** program serves eligible participants with disabilities, seniors, blind and visually impaired and women with breast or cervical cancer. All MO HealthNet providers may serve MO HealthNet FFS participants. Participants may freely choose which MO HealthNet provider they go to for care under the FFS delivery system.

The **MO HealthNet Managed Care** program serves eligible children, pregnant women, newborns, uninsured women and families in <u>all</u> Missouri counties. MO HealthNet Managed Care participants may be seen by any MO HealthNet FFS provider until their enrollment is effective in a MO HealthNet Managed Care health plan. MO HealthNet Managed Care participants must select a health plan and a PCP within the Managed Care health plan. Managed Care providers may refer the participants to other providers based on care needed.

MO HealthNet for Kids refers to the statewide program for children in low-income families, uninsured children through CHIP, and children in the custody of the state. Children receive a full comprehensive package including primary, acute, preventive care, hospital care, dental, prescriptions, and vision. They receive their care through the Managed Care delivery system, unless they have opted out of Managed Care. Please refer to the criteria for opting out.

The Children's Health Insurance Program (CHIP) Premium Group is health insurance for uninsured children who must be under age 19, have a family income of 150+ to 300% of the federal poverty level, and have no access to affordable health insurance. Questions about premiums should be directed to the Participant Services Unit at 1-800-392-2161.

Source: https://dss.mo.gov/mhd/providers/pdf/Provider-Resource-Guide.pdf

Fee-For-Services Billing Practices: Additional Resources

Contact Information

MHD has a dedicated team of Education and Training Specialists to assist providers with trainings and educational resources.

Provider Communications

For claim filing, claims resolution and disposition, participant eligibility and verification questions:

Contact: (573) 751-2896 or send inquiries via <u>eMOMED</u>

Education and Training Unit

For trainings on proper billing methods and procedures for claim filing:

Contact: (573) 751-6683

Email: mhd.provtrain@dss.mo.gov

Source: https://dss.mo.gov/mhd/providers/education/contact-constituent-education-08102022.pdf