

Jeanette Burket

Authorized Signature

Number: SPD-AR-11-033

Issue Date: 4/7/2011

Topic: Long Term Care

Due Date: 4/15/2011

Subject: Modification Required for Contract Nursing Prior Authorizations. Discontinue use of CPT code 99347 Monitoring Visits by Contract Nurses

Applies to (check all that apply):

- | | |
|--|--|
| <input type="checkbox"/> All DHS employees | <input type="checkbox"/> County Mental Health Directors |
| <input checked="" type="checkbox"/> Area Agencies on Aging | <input type="checkbox"/> Health Services |
| <input type="checkbox"/> Children, Adults and Families | <input checked="" type="checkbox"/> Seniors and People with Disabilities |
| <input checked="" type="checkbox"/> County DD Program Managers | <input type="checkbox"/> Other (please specify): |

Action Required: Contract Nurses must now use a new code T1002 'Nursing Services' in place of the previous code 99347 'Monitoring Visits'.

All existing Prior Authorizations for Contract Nurses must be modified by 4/15/11 and the new code added to each Prior Authorization number using the following steps:

- o **Click on Prior Authorization and select Search**
- o **From the search results, select the line item with PC 99347**
- o **In the PA maintenance panel select Line Item**
- o **On the Line Item panel select PC 99347. This way you can see the Auth and Effective dates and Auth and Remaining unit balance.**
- o **In the Line Item panel select Add (bottom right) to create a new line**
- o **Add new procedure code T1002**
- o **Use the existing Requested Effective Date and Authorization Effective Dates that are on the MMIS screens.**
- o **Note the Balance Units remaining for procedure code 99347 and enter this same number in Requested Units for the new Procedure Code T1002**
- o **Scroll up to the "prior authorization maintenance" panel and left click on "save"**

Additional instructions on how to do a PA can be found at <http://www.dhs.state.or.us/spd/tools/mmis/index.htm>. Reports to help each branch locate Prior Authorizations that need to be modified will be sent today under separate cover. Form SDS 4102 Case Manger Prior Authorization for SPD Contract RN, has

been revised 4/5/11 to reflect this change and is available on the form server.

Watch for direction from Central Office indicating when the nurses can submit claims using the new code T1002. This should occur before 4/15/11. Once this new code is in the system and the PA has been modified nurses can be instructed to:

1. Use a new code T1002 for all Monitoring Visits provided in the future.
2. Substitute this new code for any outstanding claims where they provided Monitoring Visits which have not yet billed for or
3. Resubmit claims where they were underpaid for their Monitoring Visit hours. Claims can be resubmitted using the new code, the number of units provided minus the one unit they received payment for and the same date of service.
4. Claims using the new code cannot be submitted for hours already paid or for services that were not provided.

Nurses have been informed to hold all claims for services delivered with the Monitoring Visits procedure code 99347 until the above changes have been made. Please notify them promptly when they can begin to use the new code so they can be paid for services they have rendered. There is no emergency payment process in place.

If you process Prior Authorizations for Contract Nurses who work with persons with developmental disabilities please make sure this information is shared with your CDDP partners.

Reason for Action: Effective April 1, 2011 National Correct Coding Initiative (NCCI) edits were implemented per DMAP IM 11-024. as a result the Contract Nurses submitting claims using code 99347 are only being paid 1 unit for each date of service vs. the up to 12 units per date of service that had been prior authorized. This action applies to all outstanding claims back to 10/1/10. It appears that claims that have been successfully paid will not be impacted.

Field/Stakeholder review: Yes No

If yes, reviewed by: Operations Team

If you have any questions about this action request, contact:

Contact(s):	Megan Hornby, Carol Mauser		
Phone:	503 945 6415 503 947 2321	Fax:	503 378 8966 503 373 1133
E-mail:	Megan.Hornby@state.or.us Carol.S.Mauser@state.or.us		