



July 2019 MTF Afternoon session

Welcome to MassHealth!



We are excited to have you as part of our provider community.

The purpose of this presentation is to deliver a high level overview of the MassHealth Provider information available via Mass.gov. We have compiled various provider focused content to create this presentation.

Agenda



- MassHealth for Providers Overview
- Provider Manual, Forms, and Publications
- Provider Claims Resources
- Provider Updates /Important Messages
 - Technical Refresh
 - EVSpc Reminder
 - Duplicate Claim
 - Ordering, Referring and Prescribing
 - Customer Web Portal (CWP) Enhancements
 - Revised Entity FRDF
- Questions

Provider Overview



MassHealth for Providers

Whether you are already a MassHealth provider, want to enroll, or are just looking for information, you can find all your resources here.

You can find instructions here on how to register as a provider using the Provider Online Service Center (POSC), submit claims, check member eligibility, review regulations and service codes, view provider payment rates, get a prior authorization, and more. OFFERED BY

MassHealth +

https://www.mass.gov/masshealthfor-providers

What would you like to do? Top tasks Access the Provider Online Provider publications > Service Center (POSC) → All other tasks Apply to become a Primary Apply to become a Care Clinician (PCC) in the Check member eligibility >> MassHealth provider >> Primary Care Clinician Plan > Request transportation for a Submit claims >> Check claim status + member > See all 19 +

From the MassHealth for Providers page providers can assess many online resources.

- Access the Provider Online Service Center
- Find Publications such as transmittal letters and provider manuals
- Learn about MassHealth initiatives

What you need to know

PCDI for MassHealth providers →

Chart of MassHealth Covered Services > Learn about suspended or excluded MassHealth providers >

MassHealth Provider Bulletins > MassHealth Copayments
Frequently Asked Questions >>

MassHealth Provider Regulations →

See all 17 →

Provider Publications

https://www.mass.gov/lists/provider-publications

Providers can find regulations, bulletins, manuals, forms, and other information they might need as MassHealth-participating providers.

TABLE OF CONTENTS

- MassHealth Provider Regulations
- Provider Bulletins
- MassHealth Provider Manuals
- MassHealth Provider Forms
- Transmittal Letters
- MassHealth Companion Guides
- MassHealth Billing Guides for Paper Claim Submitters
- MassHealth Service Codes and Descriptions
- Managed Care Entity Recoupment Job Aids
- List of Explanation of Benefit Codes Appearing on the Remittance Advice
- MassHealth All Provider Manual Appendices
- Remittance Advice Message Text
- MassHealth Guidelines for Medical Necessity Determination
- Clinical Practice Guidelines for MassHealth Providers
- MassHealth Payment and Coverage Guideline Tools





The Provider Publications has links to important information and updates.

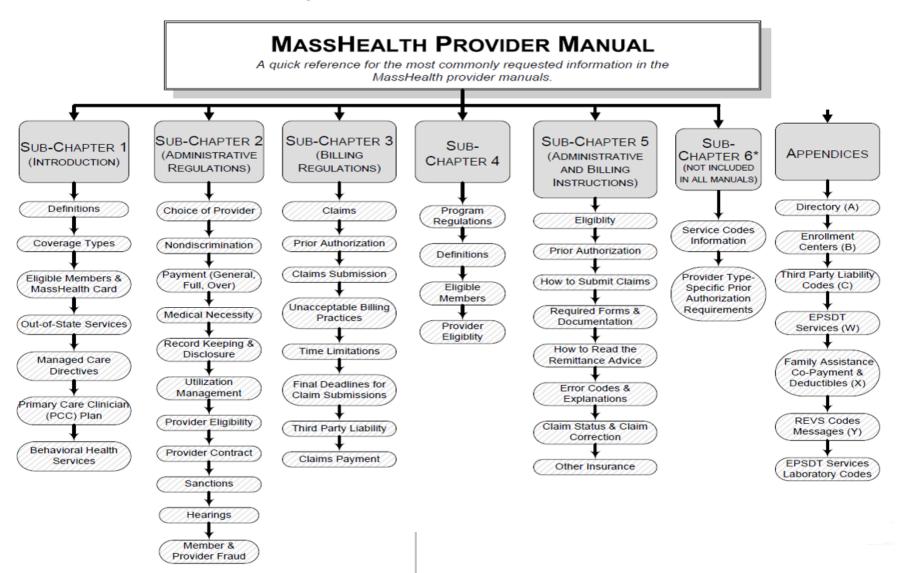
- MassHealth Provider Regulations
- Provider Bulletins
- MassHealth Provider Forms
- Transmittal Letters
- MassHealth Billing Guides
- MassHealth Service Codes and Descriptions
- List of EOB Codes appearing on Remittance Advice
- MassHealth Provider Manuals
- Remittance Advice Message Text

Along with other topics of interest to providers

MassHealth Provider Manual

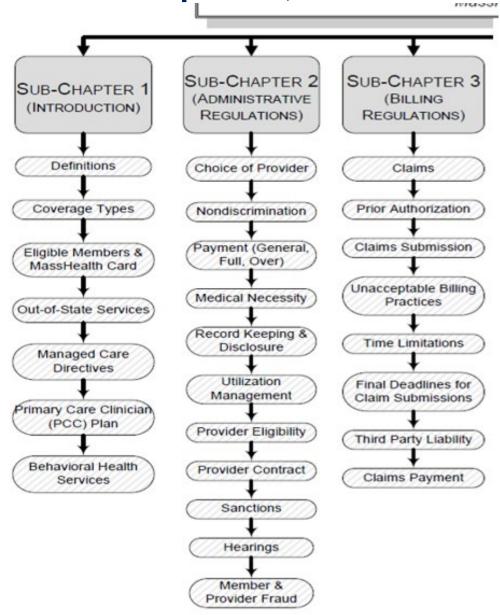


Below is a chart describing the elements contained in all manuals.



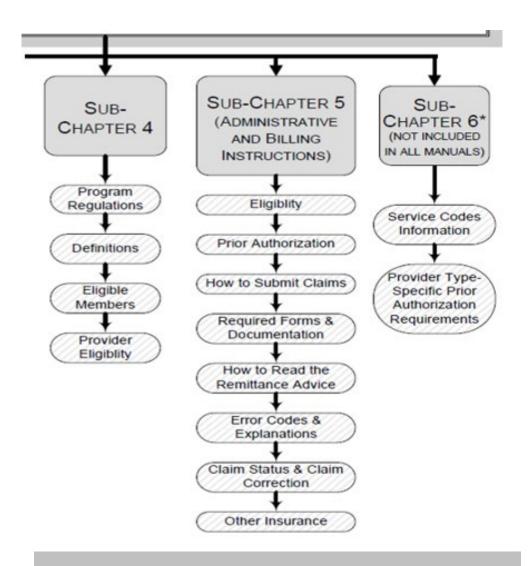
A closer look at Sub-Chapters 1, 2 and 3





A closer look at Sub-Chapters 4, 5 and 6





Sub-Chapters 4 & 6 are Provider Specific



Provider Claims Resources



- Submitting a claim through Direct Data Entry (DDE) is an efficient way to quickly determine the outcome of a claim
 - Real time Claims Status
 - Easy Resubmission Options
- When using this application, one must initially choose what type of claim they will be entering
 - Institutional or Professional
- Each choice results in a slightly different interface, which affords a unique set of claim entry rules

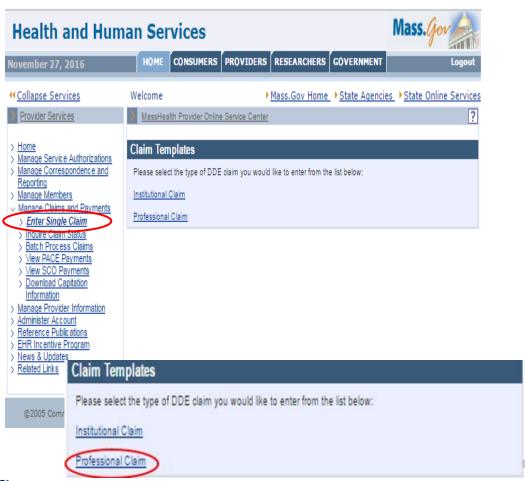


Electronic Claims Submission (DDE) Benefits of use

- Multiple benefits are available through DDE, including:
 - Ability to submit a claim with attachments
 - Ability to submit claims for members with multiple insurances through Coordination of Benefits panel
 - Ability to submit a void and replace transaction
- Any Claim can be entered through DDE
 - Only those claims that were initially entered electronically can be copied, replaced, resubmitted or voided



- Log on to the POSC, www.mass.gov/masshealth/ providerservicecenter
- Select Manage Claims & Payments
- Select Enter Single Claim
- Select Professional Claim

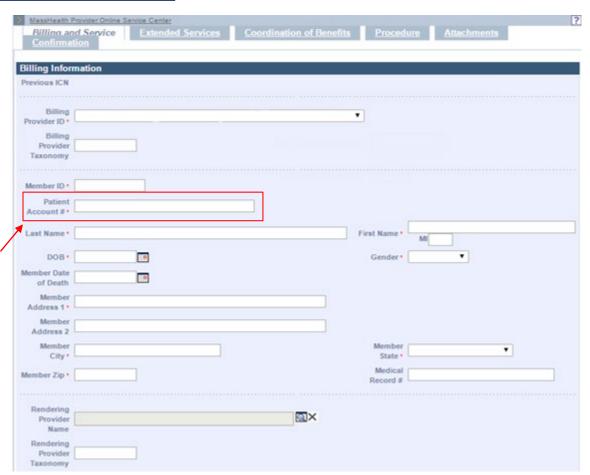


It will place you right in the billing and service tab within billing information.



Billing and Service Tab: Helpful Hints -

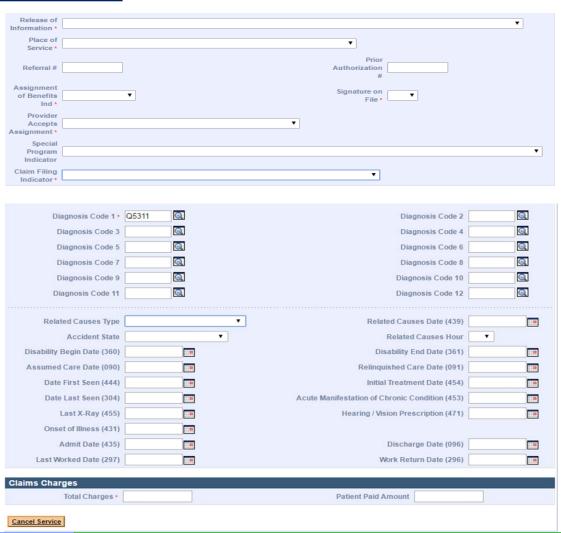
- Select Billing Provider ID from the drop down box
- You must fill in all asterisk fields
- MassHealth has included an area for the provider's specific patient account number to assist with reconciling payments





Billing and Service Tab: Helpful Hints -

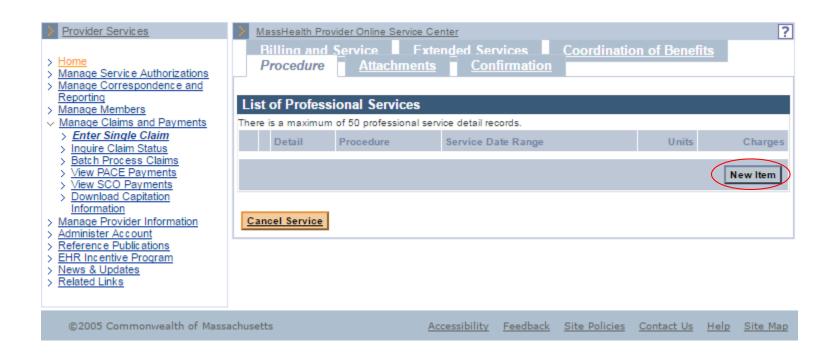
- Release of information: Select "Yes"
 - Provider has a signed statement permitting release of medical billing data related to a claim
- Signature on file must be "Yes"
- Claims filing indicator must be "Medicaid"
- Total charges should equal the sum of the charges on the details





Procedure Tab: Helpful Hints -

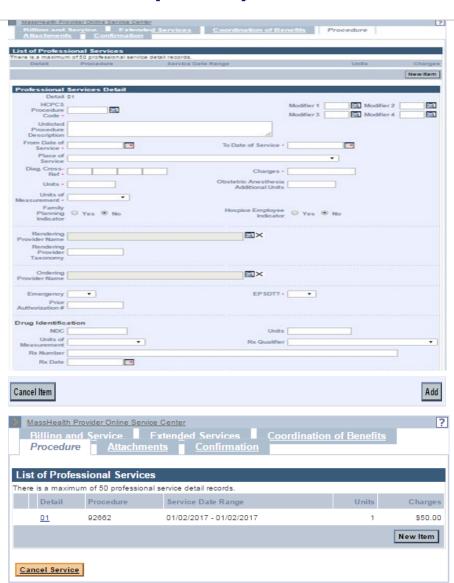
- Under the Procedure tab, you will be in List of Professional Services
- Select "New Item" to create a line item (Detail)





Procedure Tab: Helpful Hints -

- Fill in all asterisk fields
- Selections for the Early
 Periodic Screening and
 Diagnostic Treatment
 (EPSDT) Indicator can either be YES or No
- When you complete the line item (detail), click "Add"
- To create an additional line item, click "new item" again
- After completing each line item (detail), click "Add"





Confirmation Tab: Helpful Hints -

- When you are done, click the confirmation tab
- Review the information
 - Make sure the total detail charges equal total amount billed
 - If the information is incorrect click on the tab where the mistake was made and make the correction
 - Click submit & wait to receive status of claim





Confirmation Tab: Helpful Hints -

- Denied claims will have a status of denied and will display the denial reason(s)
- Paid claims will have a status of paid and will have a paid amount



1.00

Return to Search Results

\$250.00

List Of Services

\$250.00 Paid

Resubmit

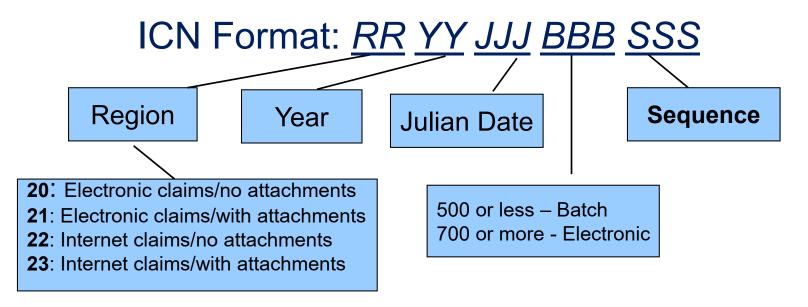
Replace



Internal Control Number (ICN)

The **ICN** is a 13 digit number assigned to each claim adjudicated by MassHealth and appears on the remittance advice. Once an ICN is assigned it remains with the claim indefinitely.

- Allows the provider to track claims
- Used to reference original claims during claim adjustments and, in certain circumstances, during claim resubmittals.
- Number given to call center representatives to help resolve claim issues





Timeframes

- **30 Days:** Average time for both electronic and paper claims to process on a remittance advice.
- **60 Days:** The usual turnaround time for Medicare/MassHealth crossover claims forwarded to MassHealth by Massachusetts Medicare Fiscal agent to be processed.
- **90 Days:** Initial claims must be received by MassHealth within 90 days of the service date. If another insurance was billed before MassHealth, claims must be received within 90 days from the date of the explanation of benefits (EOB) of the primary insurer.
- **12 Months:** Final submission deadline to resolve claims that were initially submitted within 90 days of the date of service (DOS). Claims that exceed this deadline will be denied.
- **18 Months:** Final submission deadline to resolve claims submitted to another insurance carrier prior to MassHealth. Claims must be initially submitted within 90 days from the date of the explanation of benefits (EOB) of the primary insurer. Claims that exceed this deadline will be denied.
- **36 Months:** Final submission deadline for all claims.

For more information, please see https://www.mass.gov/service-details/billing-timelines-and-appeal-procedures; also in All Provider Regulations 130 CMR 450.309, 450.319 and 450.314



Corrective Action Denied Claims

Corrective Action for Denied Claims



Explanation of Benefit Codes

- Use the EOB codes information to help resolve the denied claim
- Not all EOB codes cause denials
- ➤ If the EOB codes are not clear please refer to link below
- https://www.mass.gov/files/documents/2017/11/06/ed/it-codes-summary.pdf



Corrective Action for Denied Claims

1. Use the former ICN to resubmit the claim if one or more of the following items are changing: service date and procedure code

This is a link to the job aid to help you through the resubmission process.

http://www.mass.gov/eohhs/docs/masshealth/newmmis/jobaid-resubmit-a-denied-claim-immediately.pdf

2. <u>If the claim is over 90 days from the date of service, submit the claim to the 90 Day Waiver Unit if you are changing the following: <u>Member ID, Pay-to-Provider number, or Claim Type</u></u>

Submit a 90-day Claim Waiver Request Form

- 3. A former ICN is NOT required if the claim meets the following criteria:
 - If claim is still within 90 days from the date of service.
 - If original claim was submitted within the 90-day period and is within a year from the date of service
- 4. You can use the Claims Status feature to locate any denied claims previously submitted
 - The provider will only have access to the **RESUBMIT** functionality if the original claim was submitted electronically, either through an 837 transaction or DDE submission
 - In these circumstances, the system will automatically associate the former ICN with the resubmitted claim

Resubmit

Corrective Action for Denied Claims



- 5. If your original claim was submitted on paper, then the **RESUBMIT** option will not be available to the provider
 - If no former ICN is needed on the resubmission, the provider could enter the claim through DDE as if it was an original claim
- 6. <u>Incorrectly Paid (over or under paid)</u> Follow the *Adjustment* Procedure:
 - ➤ **Electronic claims** may be adjusted and resent electronically by replacing the original claim http://www.mass.gov/eohhs/docs/masshealth/newmmis/jobaid-replace-a-claim.pdf
- 7. Paid in Error Follow the *Void* Procedure:
 - Electronic claims may be voided electronically http://www.mass.gov/eohhs/docs/masshealth/newmmis/jobaid-edit-claims-void.pdf

Final Deadline Exceeded Appeal Procedures



To Be eligible for Appeal*,

- Your claim must have been denied for error code 853 or 855 (Final Deadline Exceeded)
- ➤ The appeal must be filed within 30 days of the date that appears on the RA on which your claim first denied with error code 853 or 855
- You must demonstrate that the claim was denied or underpaid as a result of MassHealth error, and could not otherwise be timely resubmitted

The Final Deadline Appeal must be submitted electronically unless an electronic waiver has been approved

*Over 12 months (or 18 with COB) but under 36 months

For more information on this process please visit

http://www.mass.gov/eohhs/docs/masshealth/provider-services/final-deadline-appeal-faqs.pdf



Remittance Advice

Remittance Advice (RA)



What is a Remittance Advice (RA)?

An RA is a report that provides claims processing status to providers indicating if the claim is paid, denied, or suspended.

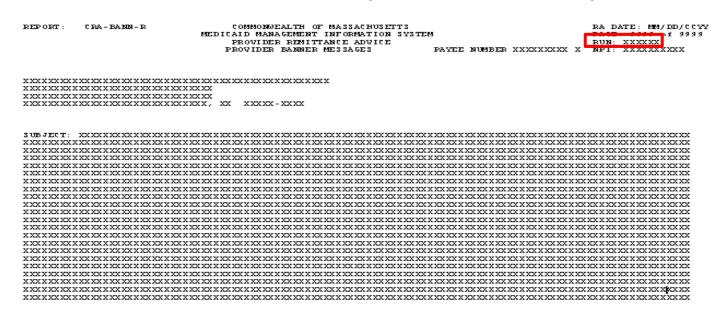
- The RA is utilized by providers in order to reconcile your account with MassHealth
- The RA is available on the Provider Online Service Center for viewing, downloading, and printing for up to 6 months
- Providers can access their electronic, PDF, remittance advice on the POSC to view download and print
- The RA also provides message text and financial information.
- Reference the Remittance Advice Message Text for updates and information pertaining to claims processing, rate changes, and policy
- Message text can also be accessed through the MassHealth Provider Remittance Advice Message Text page https://www.mass.gov/masshealth-provider-remittance-advice-message-text

Remittance Advice (RA)



RA number (Run number) on provider's remittance advice (RA)

- When claims process, they report on the RA (Remittance Advice), posted on POSC weekly, and are dated on the Tuesday of that week
- RA's are also referred to as 'runs' as they used to be printed in big batches each week a printing run
- Each week's RA is given a 6-digit number, e.g., 100139 one week and 100140 the next week. Both the Tuesday's date and the 'run' number are on the Remittance Advice when it's posted on POSC for providers



Remittance Advice Messages

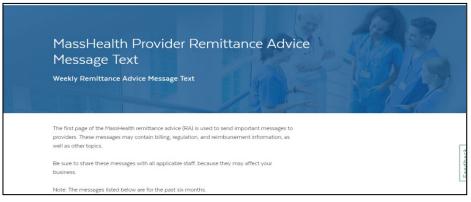


MassHealth Provider Remittance Advice Message Texts - July 2019

- 07/16/19 Update for new HCPCS effective January 1, 2019
- 07/09/19 Technical refresh TPT office hours informational sessions
- 07/02/19 Aging services access point (ASAP) referral Form will be replaced by the Member Connection Form (MCF)
- 07/02/19 UPDATED MESSAGE Member eligibility changes reminder – response logic update

Provider Message texts are also located on Mass.gov:

https://www.mass.gov/masshealth-provider-remittance-advice-message-text





Resources

Resources



- MassHealth for Providers website: https://www.mass.gov/masshealth-for-providers
- MMIS Job Aids website: https://www.mass.gov/service-details/job-aids-for-the-provider-online-service-center-posc
 - Job aids available for providers
- Provider Online Service Center (POSC) Website: www.mass.gov/masshealth/providerservicecenter
 - Online MassHealth Claim and Service Authorization submission
- MassHealth Customer Service 1-800-841-2900
 - Or e-mail us at providersupport@mahealth.net
- **Provider Payment Rates: Community Health Care Providers

 (Ambulatory Care) https://www.mass.gov/lists/provider-payment-rates-community-health-care-providers-ambulatory-care
- ** Provider Payment Rates: Hospitals/Nursing Facilities and Rest Homes https://www.mass.gov/lists/provider-payment-rates-hospitalsnursing-facilities-and-rest-homes
- Sign up for E-mail Alerts join-masshealth-provider-pubs@listserv.state.ma.us
- ** Rate link is for MassHealth payment amounts only providers must follow guidelines for allowable codes and policy information in the applicable provider manual



Provider Updates and Important Messages

Technical Refresh



https://www.mass.gov/masshealth-technical-refresh

Phase I of the Technical Refresh activities will be implemented in March, 2020. It will involve an upgrade of the HIPAA compliance and translator tool which has reached end of life

For more details, please refer to All Provider Bulletin 284 from March 2019 at https://www.mass.gov/files/documents/2019/04/02/all-284.pdf

Trading Partner Testing (TPT) will be conducted in mid-2019 and early 2020. To better understand what is required and how to complete the testing it is strongly recommended that impacted providers and vendors (BI, CH and SWVs) attend Trader Partner Testing Office Hour Info Sessions. See next slide for dates, times and links

If you have questions please contact the MassHealth Customer Service Center by email at EDI@mahealth.net, or by phone at 1-800-841-2900

Technical Refresh: Trader Partner Testing Office Hours Info Sessions



Please join a session by clicking the URL provided:

Date	Audience	URL
7/18/2019	Providers	https://cc.readytalk.com/r/phth3h1hvqy2&eom
7/25/2019	BI/CH/SWVs	https://cc.readytalk.com/r/ysnbzh8qn3yo&eom
8/1/2019	Providers	https://cc.readytalk.com/r/7jbkhzqldfqf&eom
8/8/2019	BI/CH/SWVs	https://cc.readytalk.com/r/xvhqsjljdg8w&eom
8/15/2019	Providers	https://cc.readytalk.com/r/yfwhprf6pabl&eom
8/22/19	BI/CH/SWVs	https://cc.readytalk.com/r/2ih4yof3v2gq&eom
8/29/19	Providers	https://cc.readytalk.com/r/py1dvwnrvwnl&eom
9/5/19	BI/CH/SWVs	https://cc.readytalk.com/r/ww5v6kyrfn7d&eom
9/12/19	Providers	https://cc.readytalk.com/r/lb0ffnejdx50&eom
9/10/19	BI/CH/SWVs	https://cc.readytalk.com/r/ej3nk1ohiagd&eom
9/19/19	Providers	https://cc.readytalk.com/r/6uvskruabjc2&eom

Important Reminder –EVSPC users



The EVSpc and EVScall software tools were terminated on September 1, 2015. Sending eligibility (270) and claim status (276) batch HIPAA files generated from EVSpc/EVScall should have ceased at that time.

Because of their four year obsolescence, these EVSpc and EVScall software tools **will not be compatible** when the agency implements Phase II of its Technical Refresh project this fall. Transactions will fail compliance. Providers must stop using the tool and transition to one of the following options immediately:

- Use DDE (Direct Data Entry) in the Provider Online Service Center (POSC)
- Hire a vendor to generate and send your 270 and receive 271 batch files
- Submit and receive 270/271 or 276/277 batch files in accordance with the MassHealth specifications
- Submit and receive a 270/271 or 276/277 batch files through the POSC or through a system-to-system connection

For questions or assistance, please contact the MassHealth Customer Service Center at 1-800-841-2900 or edi@mahealth.net.

Important message for Providers and Providers that utilize Billing Intermediaries



Please be reminded that all claims submitters (providers and billing intermediaries that submit claims on their behalf) must curtail excessive and duplicative claims transactions

- ➤ MassHealth provider regulations 130 CMR 450.307(B)(1) state that duplicate billing is an unacceptable billing practice that providers should not engage in
- ➤ If uncertain, providers should check claim status (276/277) via POSC *first* prior to submission of a second claim. MMIS adjudicates claims real time and claims status is available within at least two business days
- ➤ Medicare crossover claims for dually eligible members are automatically transmitted by the Medicare contractor (Benefits Coordination and Recovery Center (BCRC) to MassHealth when at least one claim line is Medicare approved. MassHealth receives and adjudicates Medicare crossover files in MMIS, the status of these claims can also be checked via POSC

To learn more about how to check claim status in POSC, please refer to https://www.mass.gov/how-to/check-claim-status for more information.

Ordering, Referring and Prescribing (ORP) Requirements



https://www.mass.gov/the-aca-orp-requirements-for-masshealth-providers

MassHealth continues to provide informational edits on claims to billing providers whose claims do not meet ORP requirements. Once requirements are fully implemented (date, TBA), impacted claims will be denied for these reasons if provider billing processes are not corrected:

- The NPI of the ORP provider must be included on the claim
- The ORP provider must be actively enrolled with MassHealth at least as a nonbilling provider
- The ORP provider must be one of the eligible ORP provider types

Remaining dates in July are:

- Wednesday, July 31st, 1:00 2:00 pm (Enrollment and Billing)
- Wednesday, July 31st, 2:00 2:30 pm (Enrollment Only)
- Wednesday, July 31st, 2:30 3:00 pm (Billing Only)

There are also 12 more sessions scheduled for August and September 2019.

Please enroll at www.masshealthtraining.com

For additional details, please refer to All Provider Bulletins 259 and 274.

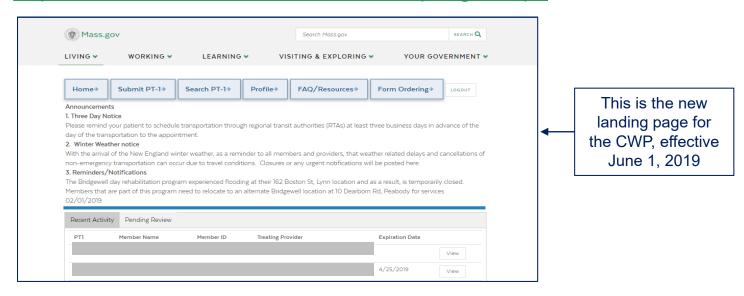
https://www.mass.gov/files/documents/2016/07/we/all-259.pdf https://www.mass.gov/files/documents/2018/02/08/all-274.pdf

If you have any questions, please contact the MassHealth Customer Service Center by e-mail at providersupport@mahealth.net, or by phone at 1-800-841-2900.

Changes to the Customer Web Portal (CWP)



https://masshealth.ehs.state.ma.us/cwp/login.aspx



The Customer Web Portal (CWP) is a tool used to request brokered nonemergency medical transportation, known as PT-1s. Changes to CWP user interface launched June 1, 2019. To understand these changes please attend an upcoming Changes to the CWP webinar:

- Wednesday, July 31st @ 2pm
- Tuesday, August 20th @ 1pm

Register here: www.masshealthtraining.com

If you have any questions, please contact the MassHealth Customer Service Center by e-mail at providersupport@mahealth.net, or phone at 1-800-841-2900

Updated Federally Required Disclosure Form for Entities



MassHealth has updated the Federally Required Disclosure Form for Entities (PE-FRD-E), effective as of June 12, 2019. Please use this new version when submitting new provider entity applications or entity updates

The direct link to download the PE-FRD-E is: https://www.mass.gov/files/documents/2019/06/12/pe-frd-e.pdf

The old version of the FRDF will be accepted until **September 10, 2019**. Old entity FRDFs submitted after this date will be rejected

There are two significant process changes with this new FRDF:

- A separate form is now required for each service location / doing business as (DBA) address. If you have five locations, then you must send in five separate FRDFs
- You must make copies of each section if you have more entries than the page allows. MassHealth will no longer accept other attachments going forward

If you have any questions, please contact the MassHealth Customer Service Center at 1-800-841-2900 or e-mail providersupport@mahealth.net.



Questions?