# **Medi-Cal Hospice Billing**

FAQ

Prepared for

# myUnity Essentials Financial



www.ntst.com 11100 Nall Avenue Overland Park, KS 66211 800.842.1973



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Medi-Cal Hospice FAQ Overview

### Overview

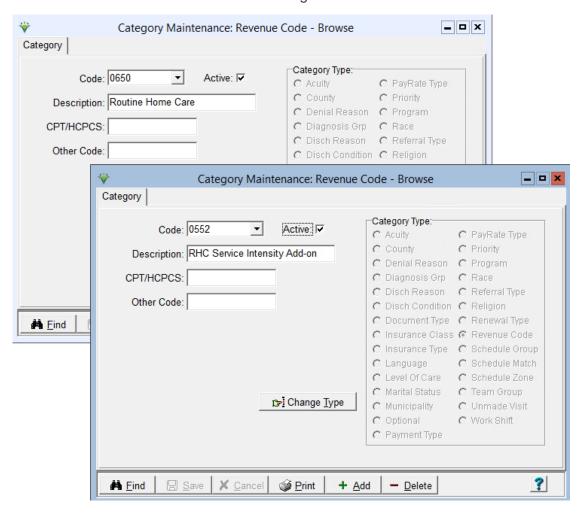
Medi-Cal Hospice LOC services are billed on the UB04 form. Starting with an implementation date of 5/1/2018, Medi-Cal has unique requirements for high/low Routine Homecare and Service Intensity Adjustments (SIA) charges. Changes are retroactive for dates of service 1/1/2016 and after. The instructions in this document detail how to fulfil these requirements. For detailed billing instructions and regulatory compliance information, visit the Medi-Cal website: <a href="http://www.medi-cal.ca.gov/">http://www.medi-cal.ca.gov/</a>

### Setup

#### **Revenue Codes**

Go to File > File Maintenance > Category, press Change Type and set to Revenue Code.

Press the **Add** button to add the new **0650 Routine** and **0552 SIA** revenue codes. The 0659 Late Routine Revenue code does not need to be created as this code is automatically populated to the claims at the time of the electronic claim file generation.



Medi-Cal Hospice FAQ Setup

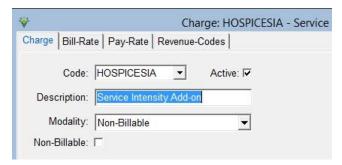
#### **Charge Codes**

Go to File > File Maintenance > Charge Code. Click Find button to search for and select the HOSPICESIA (Hospice Service Intensity adjustment) charge.

Go to the Charge tab.

Modality: Non-Billable

**Non-Billable:** Un-check this option (Note, this will not adversely affect Medicare hospice claims because they are not set to include Non-Billable modality charges).

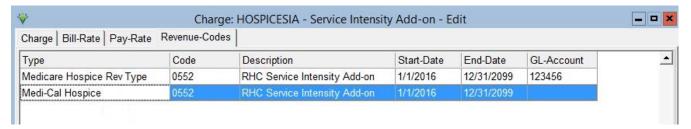


Go to the **Revenue-Codes** tab and press **Add** to add a new row.

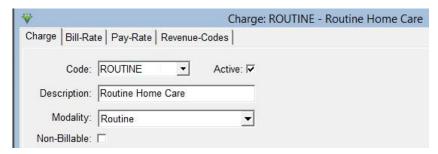
**Type:** Medi-Cal Hospice Revenue Type (your agency's description may differ from this example).

**Code:** 0552

**Start Date:** Enter 1/1/2016 (if billing retroactively) or 5/1/2018.

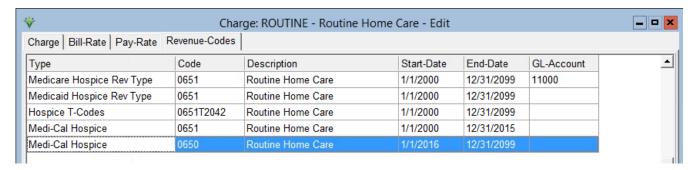


Go to the **Charge** tab. Click the **Find** button and select the **ROUTINE** charge.



Go to the **Revenue-Codes** tab.

Medi-Cal Hospice FAQ Setup



Enter an **End-Date** for the Medi-Cal Hospice Type (use 12/31/2015 if billing retroactively or 4/30/2018).

Click Add to add a new row.

**Type:** Medi-Cal Hospice Revenue Type (your agency's description may differ from this example)

Code: 0650.

**Start Date:** Enter 1/1/2016 (if billing retroactively) or 5/1/2018.

For Skilled Nursing and Medical Social Worker charge codes, add the Medi-Cal Hospice Revenue Type to the Revenue-Codes tab if not currently present. Revenue codes are needed for SIA charge generation in HAS.

#### **Medi-Cal Insurance**

Go to File > File Maintenance > Entity. Click Change Type and set to Insurance.

Press **Find** button to locate the Medi-Cal Hospice insurance.

Go to the **Insurance** tab and set the following.

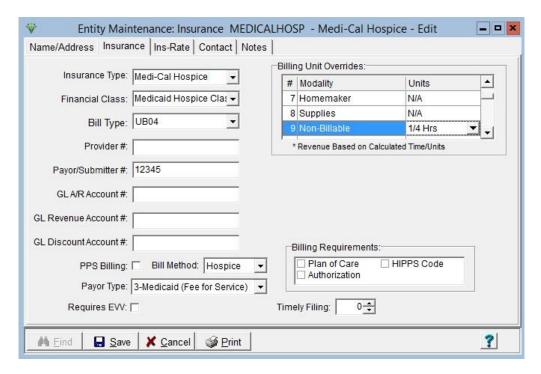
Bill Method: Hospice

**Payor Type:** 3-Medicaid (Fee for Service) or 4 – Medicaid (HMO).

Billing Unit Overrides: Set the Non-Billable modality to "1/4 Hrs" (for SIA charges). Set the Continuous

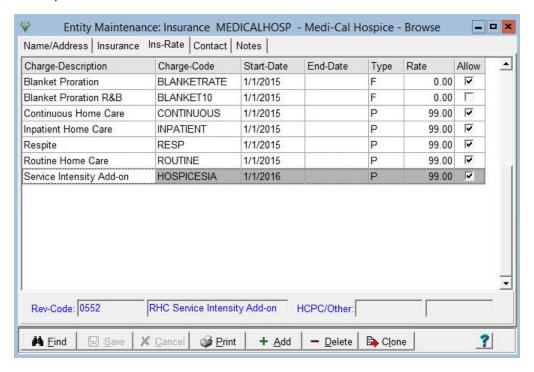
Care modality to "Hours."

Medi-Cal Hospice FAQ Setup



On the 'Ins-Rate' tab, add the LOC and SIA charges with the appropriate percentage amount. A Blanket Rate for zero dollars covered should be present.

#### Example:



Medi-Cal Hospice FAQ Billing Process

#### Configure the Medi-Cal Option Set(s).

Go to **Billing > Electronic Claims** and in the **Option Set Selection**, select the **Medi-Cal Hospice Option Set.** 

Click **Options** and using the Locator dropdown, set the following:

**2390.12 Charge Itemized Consolidation Options:** Choose **Hospice Detailed LOC No-Qcodes** (creates claims with all charges itemized in date order) *or* **Hospice LOC No-QCodes** (charges are summarized by Rev Code/Date Order) for plans that *do not* require Q-Codes. If Q-Codes *are* required, choose **Hospice Detailed LOC w/QCodes**.

## Billing Process

Run the Hospice LOC Report to Create LOC and SIA charges.

Go to **Charge > Hospice LOC Report** (or File > Report Groups if setup).

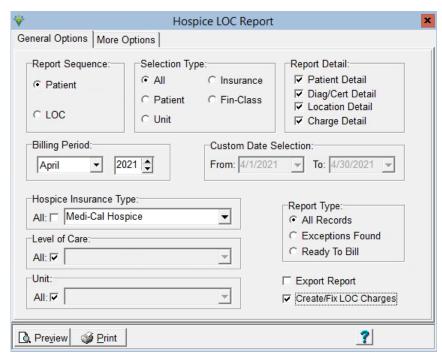
Report Detail: Check all options.

Billing Period: Select billing month/year

**Hospice Insurance Type:** Select the Medi-Cal Hospice type

Report Type: All Records

Create/Fix LOC Charges: Check this option.



**Preview** the report and scroll or jump to the last page to generate the LOC and SIA charges.



Medi-Cal Hospice FAQ Billing Process

After the charges have been created/updated, run for **Exceptions Found** and make necessary corrections. If changes are made that affect LOC days or SIA charges, run the report for **All Records** with **Create/Fix LOC Charges** checked.

Only 0650 Routine Charges will be generated but the high/low routine rates will be calculated correctly. The 0659 charges will be populated to the claim at the time of creating the Medi-Cal electronic file.

After all exceptions have been corrected, run the report for **Ready to Bill.** After previewing the report, use the **Bill Audit** button to jump to and preview the Billing Audit Report.

Run, review and post the Billing Audit.

Go to Billing > Electronic Claims and select the Medi-Cal Hospice electronic claim option set and submit per that payer's guidelines.

Example of Electonic Claim Submission Report:

5/30/2018 9:29:11 AM 0950 - Medi-Cal Hospice 5010			Electronic Claim Submission 5/1/2018 - 5/31/2018 \ttsclient\C\Users\Kristin\Desktop\0950.x12				Institutional P Home Health Care Service:	
Patie	nt# Patient Nam	e Admit	Date	Bill Date	Bi	ill Type	Рауог	
122	Caid, Callie	4/15/2	018 6	5/31/2018	No	nPPS	Medi-Cal Hospice	
		27*04/15/2018	05/01/2018 To:	05/04/2018		Contract: 3	423445df	
Rev	Description	Code	Date	Units	Hours	Amount	Other	
0650	Routine Home Care	Routine	05/01/18	1	0.00	225.30		
0552	Hospice Service Intensity	Hospicesia	05/01/18	16	4.00	190.02		
0650	Routine Home Care	Routine	05/02/18	1	0.00	225.30		
0552	Hospice Service Intensity	Hospicesia	05/02/18	16	4.00	190.02		
	Routine Home Care	Routine Hospicesia	05/03/18 05/03/18	1 16	0.00 4.00	225.30 190.02		
0650		•		1	0.00	176.96		
0650 0552	Hospice Service Intensity Routine Home Care	Routine	HOJHAMS		0.00	110.00		
0650 0552 0659	Routine Home Care	Routine Hospicesia	05/04/18 05/04/18	16	4.00	190.02		
0552 0650 0552 0659 0552 0001		Routine Hospicesia		-	4.00	190.02 1612.94		
0650 0552 0659 0552	Routine Home Care Hospice Service Intensity Total Charges			16	4.00			

**Note:** hard copy UB04 claims are not supported for Medi-Cal hospice claims at this time.

