

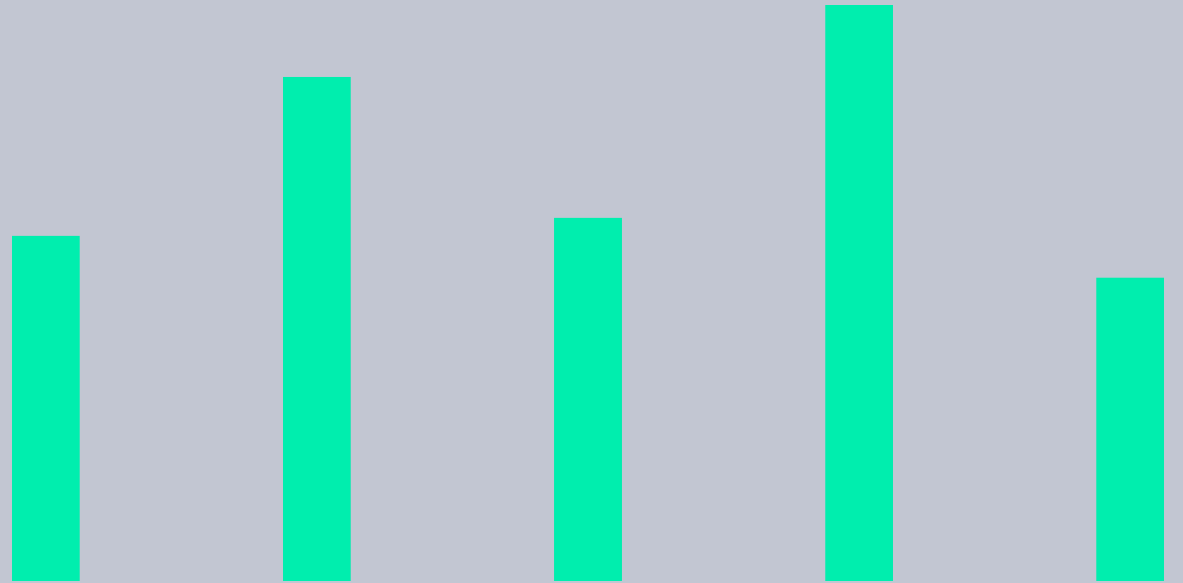
Hospice Provider Training (Provider Types 64 and 65)



Nevada Medicaid Provider Training

2021

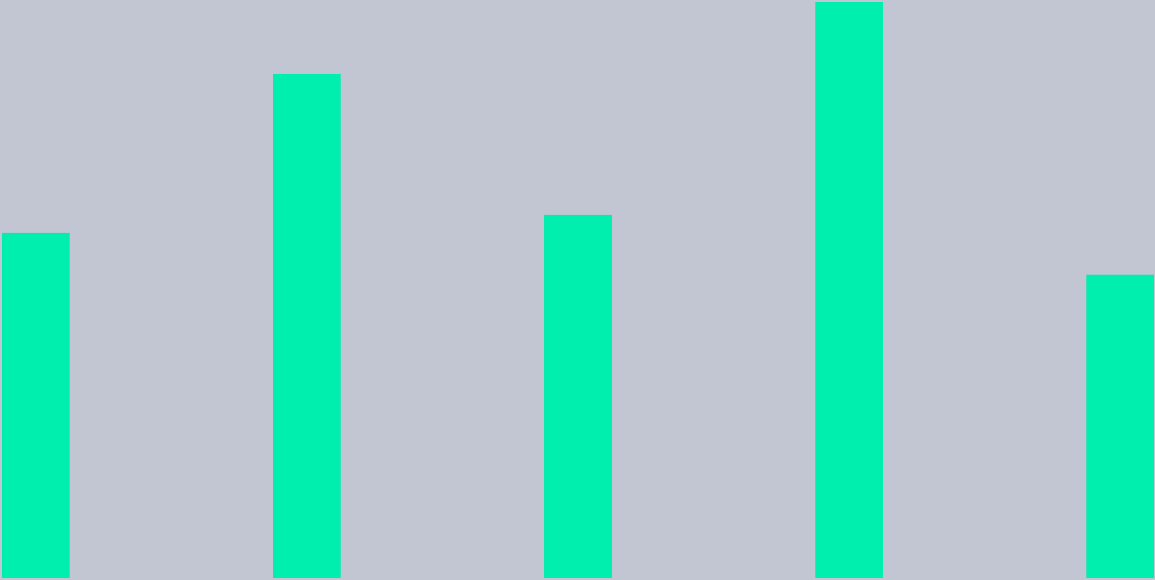
Objectives



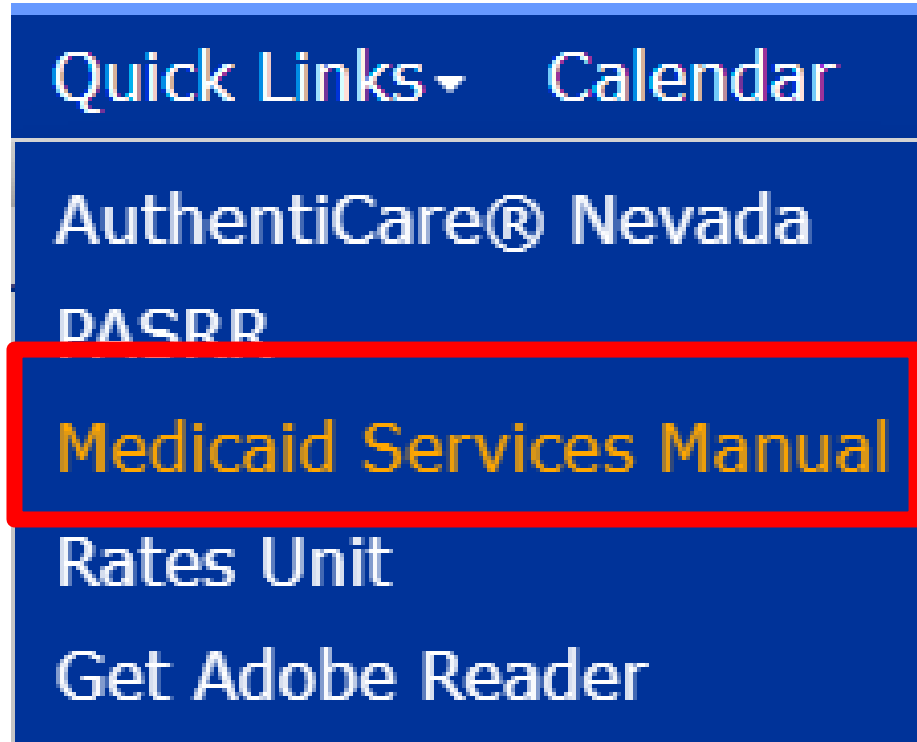
Objectives

- Locate Medicaid Policy
- Review Policy Updates
- Review Helpful Web Announcements
- Locate and properly fill out Hospice Prior Authorization Forms
- Submit a Prior Authorization via the Electronic Verification System (EVS) secure Provider Web Portal
- Locate Billing Manual
- Locate Hospice Billing Guidelines
- Submit Claims via the EVS secure Provider Web Portal

Medicaid Services Manual



Locating the Medicaid Services Manual



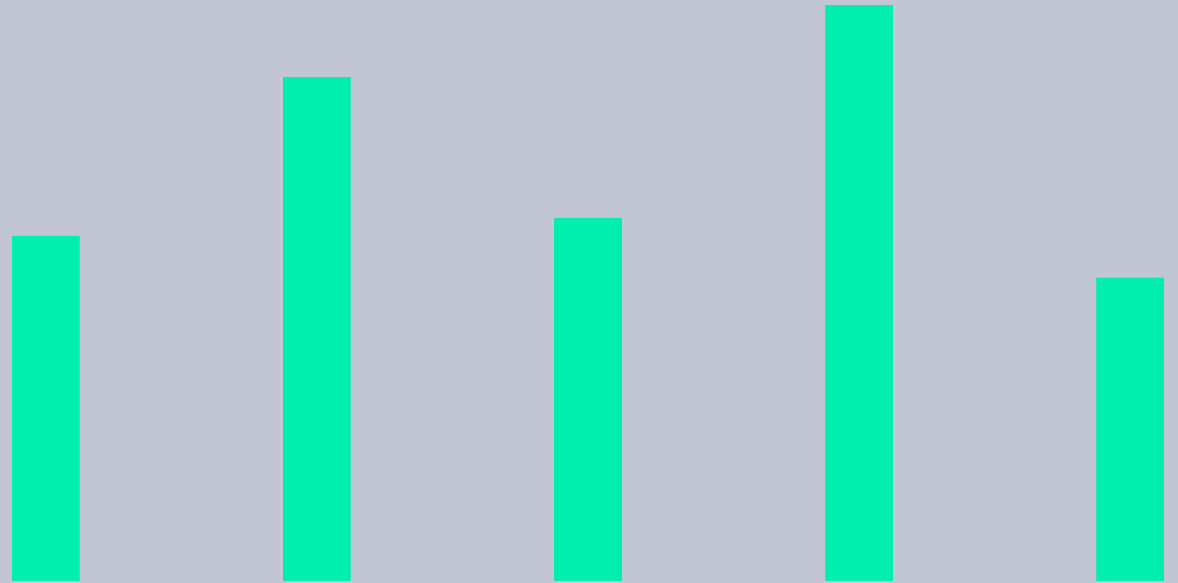
- Step 1: Highlight “Quick Links” from top blue tool bar
- Step 2: Select “Medicaid Services Manual” from the drop-down menu
- Note: Medicaid Services Manual (MSM) Chapters will open in a new webpage through the DHCFP website

Medicaid Services Manual, continued

- Medicaid Services Manual - Complete
- 100 Medicaid Program
- 200 Hospital Services
- 300 Radiology Services
- 400 Mental Health and Alcohol and Substance Abuse Services
- 500 Nursing Facilities
- 600 Physician Services
- 700 Reimbursement, Analysis and Payment
- 800 Laboratory Services
- 900 Private Duty Nursing
- 1000 Dental
- 1100 Ocular Services
- 1200 Prescribed Drugs
- 1300 DME Disposable Supplies and Supplements
- 1400 Home Health Agency
- 1500 Healthy Kids Program
- 1600 Intermediate Care for Individuals with Intellectual Disabilities
- 1700 Therapy
- 1800 Adult Day Health Care
- 1900 Transportation Services
- 2000 Audiology Services
- 2100 Home and Community Based Waiver for Individuals with Intellectual Disabilities
- 2200 Home and Community Based Waiver for the Frail Elderly
- 2300 Waiver for Persons with Physical Disabilities
- 2400 Home Based Habilitation Services
- 2500 Case Management
- 2600 Intermediary Service Organization
- 2700 Certified Community Behavioral Health Clinic
- 2800 School Based Child Health Services
- 3000 Indian Health
- 3100 Hearings
- 3200 Hospice
- 3300 Program Integrity
- 3400 Telehealth Services
- 3500 Personal Care Services Program
- 3600 Managed Care Organization
- 3800 Care Management Organization
- 3900 Home and Community Based Waiver for Assisted Living
- Addendum

- For Hospice policy, select Chapter 3200
 - PT 65 will also utilize Chapter 500
- Step 3: From the next page, always make sure that the “Current” policy is selected

Policy Information



Policy Information

- Chapter 3200 of the Medicaid Services Manual (MSM) pertains to Hospice Providers
- Language has been updated to better coincide with the Code of Federal Regulations
- Conditions of Participation for Non-Cancer Terminal Illness
- Clarify criteria for pediatric hospice recipients

Policy Information, continued

- The hospice agency will not be reimbursed for hospice services unless all signed paperwork has been submitted to the Quality Improvement Organization (QIO)-like vendor and prior authorization has been obtained. It is the responsibility of the hospice provider to ensure that prior authorization has been obtained for services unrelated to the hospice benefit. Authorization requests for admission to Hospice services must be submitted as soon as possible, but not more than eight business days following admission.
- Please note: If the authorization request is submitted after admission, the Hospice provider is assuming responsibility for program costs if the authorization request is denied. Prior authorization only approves the existence of medical necessity, not recipient eligibility.

Policy Information, continued

- Medicaid hospice benefits are reserved for terminally ill recipients who have a medical prognosis to live no more than six months if the illness runs its normal course.
- When an adult recipient (21 years of age or older) reaches 12 months in hospice care, an independent face-to-face physician review is required. Independent reviews are subsequently required every 12 months thereafter if the recipient continues to receive extended hospice care. Hospice agencies should advise recipients of this requirement and provide the “Nevada Medicaid Independent Physician Review for Extended Care” form to take with them to each independent review.
 - Prior authorization requests for extended hospice care will be denied if this form is not submitted along with the PA request or if this form indicates the recipient does not continue to meet program eligibility requirements.
- The following medical professionals may conduct the independent physician review:
 1. Physician (MD)
 2. Doctor of Osteopathic Medicine (D.O.)
 3. Physician’s Assistant (PA)
 4. Advanced Practice Registered Nurse (APRN)

Policy Information, continued

- The independent physician review can occur at a physician's office or at the recipient's place of residence, whether it be a private home or a nursing facility.
- The review must be completed no sooner than 30 days before the end of the recipient's 12-month certification period.
- In cases when the independent physician reviewer claims the recipient should no longer be appropriate for hospice services, the hospice provider will be notified. The hospice physician has seven days to submit a narrative update on the recipient to staff at the DHCFP Long Term Services and Support (LTSS) unit for further review.
- The independent physician review is not required for dual-eligible recipients.
- Due to concurrent care allowed for the pediatric recipient of hospice services, the independent physician review is required for the pediatric hospice recipient who has elected not to pursue curative treatment.

Policy Information, continued

Please review MSM Chapter 3200 Section 3209.1 (Non-Cancer Terminal Illnesses) for guidance on the following:

- Adult Failure to Thrive Syndrome
- Adult HIV Disease
- Adult Pulmonary Disease
- Adult Alzheimer's disease, Dementia & Related Disorders
- Adult Stroke and/or Coma
- Adult Amyotrophic Lateral Sclerosis (ALS)
- Adult Heart Disease
- Adult Liver Disease
- Adult Renal Disease

Policy Information, continued

- Pediatric hospice care is both a philosophy and an organized method for delivering competent, compassionate and consistent care to children with terminal illnesses and their families. This care focuses on enhancing quality of life, minimizing suffering, optimizing function and providing opportunities for personal and spiritual growth, planned and delivered through the collaborative efforts of an interdisciplinary team with the child, family and caregivers as its center.
- Recipients under the age of 21 are entitled to concurrent care under the Affordable Care Act (ACA); that is curative care and palliative care at the same time while an eligible recipient of the Medicaid Hospice Program and shall not constitute a waiver of any rights of the child to be provided with, or to have payment made for services that are related to the treatment of the child's terminal illness.
- Upon turning 21 years of age, the recipient will no longer have concurrent care benefits and will be subject to the rules governing adults who have elected Medicaid hospice care. Upon turning 21 years of age, the recipient must sign a Nevada Medicaid Hospice Program Election Notice - Adult (FA-93), continuing in the certification period currently in place.

Web Announcements



Web Announcement 1841



February 12, 2019
Announcement 1841

Web Announcement 1841 provides hospice providers with information regarding reviewing recipient eligibility in the Electronic Verification System (EVS) secure Provider Web Portal.

Modernization: Instructions for Nursing Facilities, Intermediate Care Facilities and Hospice Providers Regarding Benefit Plan Details

The Division of Health Care Financing and Policy (DHCFP) implemented a new, modernized Medicaid Management Information System (MMIS) on February 1, 2019, that included updates to the Electronic Verification System (EVS) secure Provider Web Portal regarding checking recipient eligibility.

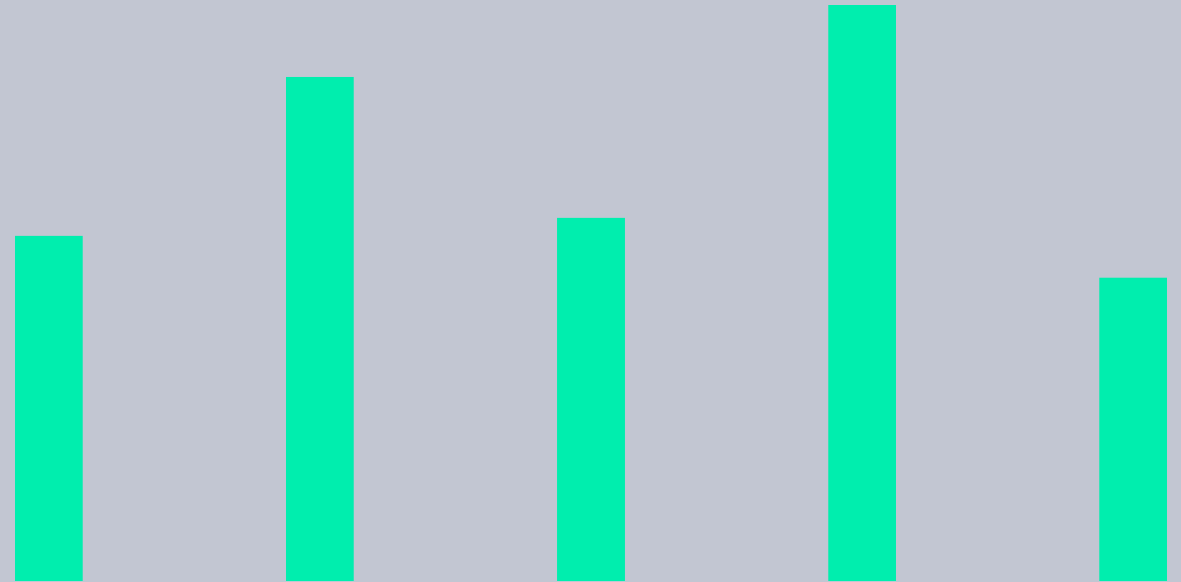
Please be advised some benefit plan details are located in different coverage sections as noted below:

- Nursing Facility (provider type (PT) 19) and Intermediate Care Facilities for Individuals with Intellectual Disabilities (provider types 16 and 68) details are in the Living Arrangement Coverage section.
- Routine Hospice (provider type 64) details are in the Lock-In Detail Coverage section.
- Hospice Room and Board (provider type 65) details are now combined with Hospice, when applicable, and are in the Lock-In Detail Coverage section.

Another change was made where Routine Hospice and Hospice Room and Board are no longer separate eligibility lines. Prior authorizations should be obtained for both provider types. When submitting claims for either service, the National Provider Identifier (NPI) on the claim needs to match the NPI within the Lock-In Detail.

Should a provider or a delegate require additional information, please review Chapter 2 of the [EVS User Manual](#) or contact Nevada Medicaid.

Prior Authorization Requirements



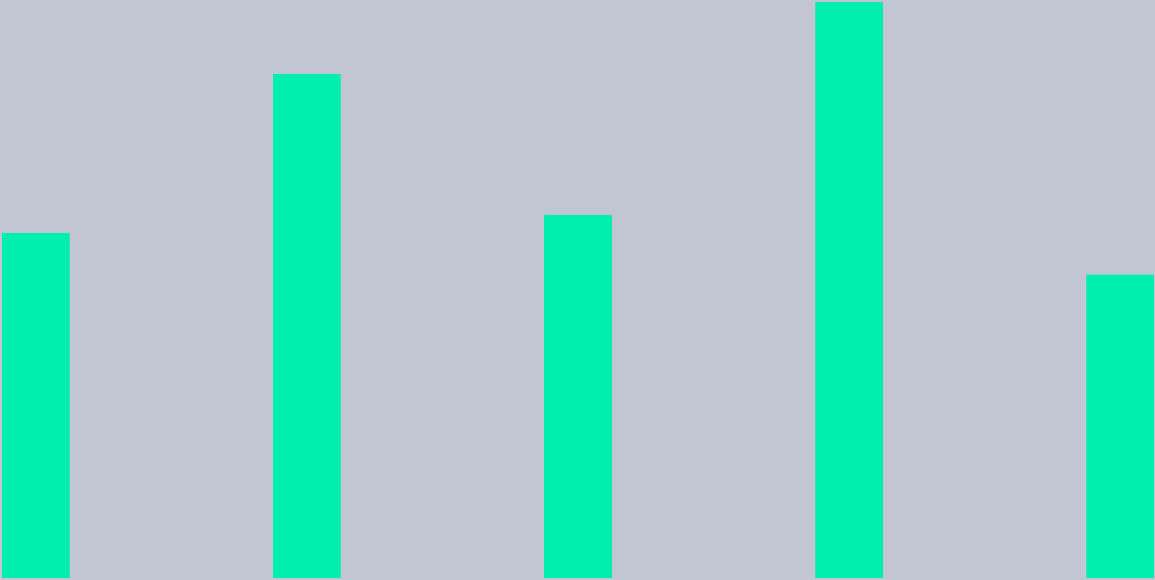
Prior Authorization Requirements

- Effective with dates of service on or after March 1, 2017, prior authorization is required for hospice services.
 - The hospice agency will not be reimbursed for hospice services unless all signed paperwork has been submitted to Nevada Medicaid and prior authorization has been obtained.
 - It is the responsibility of the hospice provider to ensure that prior authorization is obtained for services unrelated to the hospice benefit.
- Authorization requests for admission to hospice services must be submitted as soon as possible, but not more than eight business days following admission.
 - Please note if the authorization request is submitted after admission, the hospice provider is assuming responsibility for program costs if the authorization request is denied.

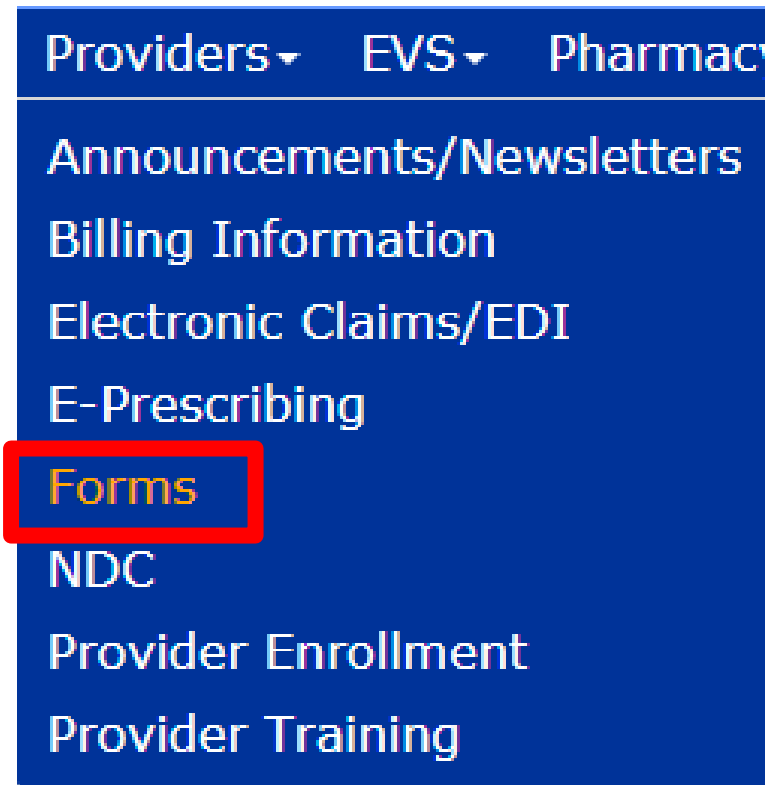
Prior Authorization Requirements, continued

- Prior authorization only approves the existence of medical necessity, not recipient eligibility.
- Prior authorization for medical necessity is not required for dual-eligible (Medicare/Medicaid eligible) recipients.
- Hospice forms FA-92 (Hospice Program Election Notice – Adults) or FA-93 (Hospice Program Election Notice – Pediatric), and FA-94 (Hospice Program Physician Certification of Terminal Illness) must be submitted with FA-95 (Hospice Prior Authorization Request Form).
- For extended hospice services past 12 months, FA-96 (Hospice Extended Care Physician Review Form) must be submitted with FA-95.

Prior Authorization Forms



Hospice Prior Authorization Forms



- Step 1: Hover over “Providers” from top blue tool bar
- Step 2: Select “Forms” from the drop-down menu

Hospice Prior Authorization Forms, continued

Hospice Forms

The following forms are for the use of Nevada Medicaid Hospice providers.

Form Number	Title
FA-91	Nevada Medicaid Hospice Program Action Form
FA-92	Nevada Medicaid Hospice Program Election Notice - Adults
FA-93	Nevada Medicaid Hospice Program Election Notice - Pediatric
FA-94	Nevada Medicaid Hospice Program Physician Certification of Terminal Illness
FA-95	Nevada Medicaid Hospice Prior Authorization Request
FA-96	Nevada Medicaid Hospice Extended Care Physician Review Form

- While on the “Forms” page, locate the “Hospice Forms” section and choose appropriate forms.
- Make sure that all instructions are followed.
- All active forms are fillable forms for easy uploading into the Electronic Verification System (EVS) for PA submission online.

Nevada Medicaid Hospice Program Action Form (FA-91)



Hospice Program Action Form (FA-91)

- Each section must be filled out according to the purpose of the form.
- Must indicate Purpose of Request: Discharge from Hospice Services (includes recipient death), Change of Hospice Provider or Revocation of Hospice Services.
- This form must be signed and dated by the recipient or legal representative/Durable Power of Attorney (DPOA).
 - If there is no legal representative or DPOA available to sign, please explain the circumstances.
- The hospice provider representative must also sign and date accordingly.
- Please do not forget:
 - Discharge Date
 - Requesting provider National Provider Identifier (NPI)
 - Recipient/Responsible Party signature
 - Recipient ID number

Nevada Medicaid and Check Up
Nevada Medicaid Hospice Program Action Form

Upload this form through the Provider Web Portal. For questions regarding this form, call: (800) 525-2395

PURPOSE OF REQUEST	
<input type="checkbox"/> Discharge from Hospice Services	<input type="checkbox"/> Change of Hospice Provider
<input type="checkbox"/> Revocation of Hospice Services	
Recipient Name:	Recipient Medicaid ID:
SECTION I: DISCHARGE FROM HOSPICE SERVICES	
I/Legal Representative/Agent for the recipient identified above, _____, understand that I have been discharged from Hospice Services for the reason stated below.	
Initials	
Date of Discharge:	
Reason for Discharge:	
<input type="checkbox"/> Recipient no longer meets criteria for Hospice	<input type="checkbox"/> Non-compliance with Hospice plan of care
<input type="checkbox"/> Recipient is no longer eligible for Medicaid	<input type="checkbox"/> Recipient Death
<input type="checkbox"/> Recipient moved out of the Hospice service area	Date of Death: _____
Physician's order present: <input type="checkbox"/> Yes <input type="checkbox"/> No	Physician's discharge clinical note present: <input type="checkbox"/> Yes <input type="checkbox"/> No
SECTION II: CHANGE OF HOSPICE PROVIDER	
I/Legal Representative/Agent for the recipient identified above, _____, understand that upon completion of this form I will be changing Hospice providers. I understand that I may only change the designation of the particular hospice from which hospice care will be received once in each election period.	
Initials	
Current Hospice Provider:	
New Hospice Provider:	
Date of change in Hospice providers:	
Reason for change:	
SECTION III: REVOCATION OF HOSPICE SERVICES	
I/Legal Representative/Agent for the recipient identified above, _____, am hereby revoking hospice services. I understand that I am no longer covered for Hospice care during the remainder of this election period. I understand that I will now resume my traditional Medicaid benefits and that if at any time I elect to receive Hospice coverage for another hospice election period, I may be eligible.	
Initials	
Date of Revocation:	
Reason for Revocation:	
SECTION IV: SIGNATURE	
I/Legal Representative/Agent for the Medicaid recipient identified above certify that I have completed this form and understand the actions that will take place upon signature.	
Recipient/Legal Representative/Agent: (print name) _____	
Relationship to Recipient: _____	
Signature: _____	Date: _____

Nevada Medicaid Hospice Program Election Notice – Adults (FA-92)



Hospice Program Election Notice: Adults (FA-92)

- This is a required form. Nevada Medicaid will return requests to provider when old forms are submitted.
- Sections I, II, III and IV must be filled out completely.
- This form must be signed and dated by the recipient or legal representative/DPOA and hospice representative.
- The original notice of election can be resubmitted for all subsequent prior authorization/benefit periods. Recipient/responsible party/hospice representative does not need to sign a new FA-92 for each certification period. Be clear on the benefit period being requested.

Nevada Medicaid and Check Up
Nevada Medicaid Hospice Program Election Notice - Adults

Upload this form through the Provider Web Portal. For questions regarding this form, call: (800) 525-2395

SECTION I			
Recipient Name:			
Recipient Medicaid ID:		Date of Birth:	
Address:		City/State/Zip:	
Email:		Phone #:	
SECTION II			
I and/or the Legal Representative/Agent of the Medicaid recipient identified above understand the following:			
I have a terminal illness with a life expectancy of six months or less, if the illness were to run its normal course.			Initials
The goal for the hospice care given will be the relief of pain and symptom management and that no extraordinary life sustaining measures will be initiated. The Nevada Medicaid Hospice Benefit and Services have been explained to me and/or my legal representative.			Initials
Any service(s) received related to the care of the terminal illness for which hospice was elected for will not be covered by the traditional Medicaid benefit.			Initials
I may revoke the hospice benefit at any time by signing a statement to that effect, specifying the date when the revocation is to be effective and submitting the statement to the hospice prior to that date. I understand my rights to other Medicaid services will resume at that time, if I continue to be Medicaid eligible.			Initials
If I reach a point of stability and can no longer be certified as terminally ill, I will return to the traditional Medicaid benefit.			Initials
The Hospice provider is responsible for any Home Health, Private Duty Nursing or Personal Care Services if related to my terminal diagnosis and these services will not be covered by the traditional Medicaid benefit. The traditional Medicaid benefit will cover these services needed for conditions not related to the terminal diagnosis.			Initials
SECTION III			
Admitting Terminal Illness ICD-10 Code(s):			
Recipient is currently admitted in a Nursing Facility.	<input type="checkbox"/> Yes <input type="checkbox"/> No	Facility:	NPI #:
Recipient is transferring from another Hospice Agency.	<input type="checkbox"/> Yes <input type="checkbox"/> No	Agency:	NPI #:
Certification Period:	<input type="checkbox"/> 1st 90 days <input type="checkbox"/> 2nd 90 days <input type="checkbox"/> 60 days	Start date of current Certification Period:	
Recipient has an attending physician separate from the hospice physician.	<input type="checkbox"/> Yes <input type="checkbox"/> No	Physician:	NPI #:
Disclaimer: I and/or the Legal Representative/Agent of the recipient identified above, certify that the recipient DOES NOT have an attending physician separate from the hospice physician.			Initials

FA-92
Updated 01/29/2019 (pv02/23/2016)

Page 1 of 2

Hospice Program Election Notice: Adults (FA-92)

- Section I: Recipient information (ID, name, date of birth)
- Section II: Initials
- Section III: Long Term Care (LTC) facility information (if the nursing facility box is checked, include LTC name and National Provider Identifier - NPI)
- Section III: Transfer from another agency information
- Section III: Certification period designation or start date of hospice service
- Section IV: Elected hospice provider and NPI, date to begin
- Section IV: Names and signatures

Nevada Medicaid and Check Up
Nevada Medicaid Hospice Program Election Notice - Adults

Recipient Name:		Recipient Medicaid ID:
SECTION IV		
Services currently being provided to recipient by other Agencies:		
Home Health Services	<input type="checkbox"/> Yes <input type="checkbox"/> No	Name of Agency:
Private Duty Nursing Services	<input type="checkbox"/> Yes <input type="checkbox"/> No	Name of Agency:
Personal Care Services	<input type="checkbox"/> Yes <input type="checkbox"/> No	Name of Agency:
Elected Hospice Provider:		NPI #:
Date Hospice Election to Begin:		
Recipient and/or Legal Representative/Agent Statement		
I, (Recipient's Name) _____, have read and understand the statements in this document.		
Recipient Signature: _____ Date: _____		
I, (Legal Representative/Agent Name) _____, as the Legal Representative/Agent for (Recipient's name) _____, have read and understand the statements in this document.		
Relationship to Recipient: _____		
Legal Representative/Agent Signature: _____ Date: _____		
Hospice Provider Statement		
I, (Hospice Representative Name) _____, Hospice Representative for (Hospice Provider's Name) _____, understand that the Hospice provider is responsible for the coordination of services to ensure there is no duplication of services.		
Hospice Representative Title: _____		
Signature: _____ Date: _____		

Nevada Medicaid Hospice Program Election Notice – Pediatric (FA-93)



Hospice Program Election Notice: Pediatric (FA-93)

- This is a required form. Nevada Medicaid will cancel requests back to provider when old forms are submitted.
- Sections I, II, III and IV must be filled out completely.
- This form *must* be signed and dated by the recipient or legal representative/DPOA and hospice representative.
- Section IV: Services currently being provided to recipient by other agencies must be entered.

Nevada Medicaid and Check Up
Nevada Medicaid Hospice Program Election Notice - Pediatric

Upload this form through the Provider Web Portal. For questions regarding this form, call: (800) 525-2395

SECTION I			
Recipient Name:			
Recipient Medicaid ID:		Date of Birth:	
Address:		City/State/Zip:	
Email:		Phone #:	
SECTION II			
I/We as the Parents/Legal Guardians/Agents of the Medicaid recipient identified above understand the following:			
He/she has a terminal illness with a life expectancy of six months or less, if the illness were to run its normal course.			Initials
The Affordable Care Act will entitle him/her to concurrent care while an eligible recipient of the Medicaid Hospice Program, that is curative care and palliative care at the same time. Upon turning 21 years of age, he/she will no longer have concurrent care benefits and will be subject to the rules governing adults who have elected Medicaid hospice care.			Initials
The goal for the hospice care provided will be the relief of pain and symptom management. Pediatric hospice care is both a philosophy and an organized method for delivering competent, compassionate and consistent care to children with terminal illnesses and their families. This care focuses on enhancing quality of life, minimizing suffering, optimizing function and providing opportunities for personal and spiritual growth, planned and delivered through the collaborative efforts of an interdisciplinary team with the child, family and caregivers as its center.			Initials
If he/she reaches a point of stability and is no longer considered terminally ill, the physician will be unable to recertify him/her for hospice care and he/she will return to traditional Medicaid benefits.			Initials
We, as the Parents/Legal Guardians/Agents, may revoke his/her hospice benefit at any time by signing a statement to that effect, specifying the date when the revocation is to be effective and submitting the statement to the hospice provider prior to that date.			Initials
The Hospice provider is responsible for any Home Health, Private Duty Nursing or Personal Care Services if related to the recipient's terminal diagnosis and these services will not be covered by the traditional Medicaid benefit. The traditional Medicaid benefit will cover these services needed for conditions not related to the terminal diagnosis.			Initials
SECTION III			
Admitting Terminal Illness ICD-10 Code(s):			
Recipient is currently admitted in a Nursing Facility.	<input type="checkbox"/> Yes <input type="checkbox"/> No	Facility:	NPI #:
Recipient is transferring from another Hospice Agency.	<input type="checkbox"/> Yes <input type="checkbox"/> No	Agency:	NPI #:
Certification Period:	<input type="checkbox"/> 1st 90 days <input type="checkbox"/> 2nd 90 days <input type="checkbox"/> 60 days Start date of current Certification Period:		
Recipient has an attending physician separate from the hospice physician.	<input type="checkbox"/> Yes <input type="checkbox"/> No	Physician:	NPI #:
Disclaimer: I and/or the Legal Representative/Agent of the recipient identified above, certify that the recipient DOES NOT have an attending physician separate from the hospice physician.			Initials

FA-93
Updated 01/29/2019 (pv02/23/2016)

Nevada Medicaid and Check Up
Nevada Medicaid Hospice Program Election Notice - Pediatric

Recipient Name:		Recipient Medicaid ID:	
SECTION IV			
Services currently being provided to recipient by other Agencies:			
Home Health Services	<input type="checkbox"/> Yes <input type="checkbox"/> No	Name of Agency:	
Private Duty Nursing Services	<input type="checkbox"/> Yes <input type="checkbox"/> No	Name of Agency:	
Personal Care Services	<input type="checkbox"/> Yes <input type="checkbox"/> No	Name of Agency:	
Elected Hospice Provider:		NPI #:	
Date Hospice Election to Begin:			
Recipient and/or Legal Representative/Agent Statement			
I, (Recipient's Name) _____, have read and understand the statements in this document.			
Recipient Signature: _____ Date: _____			
I, (Legal Representative/Agent Name) _____, as the Legal Representative/Agent for (Recipient's name) _____, have read and understand the statements in this document.			
Relationship to Recipient: _____			
Legal Representative/Agent Signature: _____ Date: _____			
Hospice Provider Statement			
I, (Hospice Representative Name) _____, Hospice Representative for (Hospice Provider's Name) _____, understand that the Hospice provider is responsible for the coordination of services to ensure there is no duplication of services.			
Hospice Representative Title: _____			
Signature: _____ Date: _____			

FA-93
Updated 01/29/2019 (pv02/23/2016)

Nevada Medicaid Hospice Program Physician Certification of Terminal Illness (FA-94)



Physician Certification of Terminal Illness (FA-94)

This form must indicate the Purpose of Request (Initial Certification, 60 Day Certification, 1st 90 Day Certification or 2nd 90 day or Subsequent Certification) and the Effective Date of Certification

- **Sections I, II and III:** Must be filled out completely. If not completed, the prior authorization will be pended for five business days requesting additional information.
- **Section II, PHYSICIAN EVALUATION RESULTS:** Must include a brief narrative explanation of the clinical findings that support a life expectancy of six months or less as part of the certification and re-certification.
- **Section III PHYSICIAN CERTIFICATION STATEMENT:** The face-to-face encounter must occur no more than 30 calendar days prior to the 180th day benefit period recertification and no more than 30 calendar days prior to every subsequent recertification thereafter.
- Must include the attending provider's signature and date; please include license number if available. If no attending provider, then Exclusion Statement must be signed and dated by the hospice medical director and the hospice representative.

Nevada Medicaid and Check Up Nevada Medicaid Hospice Program Physician Certification of Terminal Illness	
Upload this form through the Provider Web Portal. For questions regarding this form, call: (800) 625-2395	
PURPOSE OF REQUEST	
<input type="checkbox"/> Initial Certification	<input type="checkbox"/> 60 Day Certification
<input type="checkbox"/> 1st 90 Day Certification	<input type="checkbox"/> 2nd 90 Day Certification
Effective Date of Certification:	
SECTION I: PATIENT INFORMATION	
Recipient Name:	
Recipient Medicaid ID:	Date of Birth:
Parent/Legal Guardian/Agent:	Relationship to Recipient:
Hospice Provider Name:	Hospice Provider NPI:
SECTION II: PHYSICIAN EVALUATION RESULTS (Please note: Principal diagnoses of "debility" or "adult failure to thrive" will not be accepted as meeting the eligibility criteria for Medicaid hospice care.)	
Terminal Diagnoses ICD-10 Codes:	
Provide an explanation of the clinical findings supporting a life expectancy of 6 months or less if the terminal illness were to run its normal course. You may add this as an attachment if more room is needed. This physician narrative should paint a picture of the recipient's condition by illustrating the recipient's decline in detail per 42 CFR 418.22 (b)(3)(iv). Documentation should show last month's status compared to this month's status and should not merely summarize the recipient's condition for a month with generalized statements of the disease or definitions. Documentation should demonstrate why the recipient is considered to be terminal and not chronic, explaining why the recipient's diagnosis has created a terminal prognosis and show how the systems of the body are in a terminal condition as evidenced by current clinical data specific to the recipient, assessment findings, and other pertinent data to support this request.	
SECTION III: PHYSICIAN CERTIFICATION STATEMENT	
I certify that I am a physician licensed in the State of Nevada. I further certify that I entered the evaluation results listed above and that they are based on a face to face evaluation performed on (date of certification) _____. The conclusions listed are unbiased and free from influence. I certify that this recipient has a life expectancy of 6 months or less if the terminal illness runs its normal course.	
Attending Provider:	License #:
Signature:	Date:
Hospice Medical Director:	License #:
Signature:	Date:
FA-94 Updated 01/29/2019 (pv04/03/2017)	
Nevada Medicaid and Check Up Nevada Medicaid Hospice Program Physician Certification of Terminal Illness	
Exclusion Statement	
I certify that the recipient identified above DOES NOT have an attending physician separate from the hospice physician.	
Hospice Medical Director:	License #:
Signature:	Date:
Hospice Representative:	Title:
Signature:	Date:

Physician Certification of Terminal Illness (FA-94)

- **Purpose of recertification and start date**

- Needs to be checked and date listed. If certification period requested does not correspond with Medicaid service history (recipient has already received hospice and new provider is asking for 1st 90 days), prior authorization will be pended for five business days requesting additional information.

- **Section I Patient Information**

- If the request is missing information, such as hospice name and NPI, prior authorization will be pended for five business days requesting additional information.

- **Section II Physician Evaluation Results**

- If FA-94 is not completed as required, and agency Certification of Terminal Illness (CTI) with detailed information NOT attached, prior authorization request will be pended for five business days requesting additional information.

- **Section III Physician Certification Statement**

- One of two physicians (attending or hospice medical director) have to timely sign and date the FA-94 within two calendar days of initiation of care. If a signature cannot be obtained, a verbal order must be obtained within this two calendar day time frame and a written order obtained no later than eight calendar days after care is initiated. If not signed within eight calendar days, only the signature date forward will be considered allowable days.
 - If the agency CTI is signed/authenticated timely, but the provider did not sign FA-94 timely, the prior authorization will be pended for five business days requesting additional information.

Hospice Prior Authorization Request Form (FA-95)



Hospice Prior Authorization Request Form (FA-95)

If any information on the prior authorization request form is missing, the request will be pended back to the provider. The provider will need to update the information and resubmit within five business days.

Nevada Medicaid and Nevada Check Up Hospice Prior Authorization Request

Purpose: To request prior authorization for Hospice services through the Nevada Medicaid program. This form must be submitted through the Provider Web Portal with Hospice forms FA-92 or FA-93, and FA-94.

Required Attachments: Please attach an Individualized Plan of Care and Measurable Treatment Goals. Nevada Medicaid will require that the other in-home service providers (Private Duty Nursing, Home Health, Personal Care Services) cooperate in the coordination efforts and understand that the hospice provider is the lead case coordinator. For recipients under age 21 who have elected Hospice services and curative interventions, the Hospice Plan of Care should include all necessary palliative interventions (all interventions provided for the purpose of symptom control, or to enable the recipient to maintain Activities of Daily Living (ADLs) and basic functional skills). Examples of these non-curative, non-life prolonging interventions include but are not limited to: bathing / dressing / diapering / transferring / nebulizer treatments / chest vest treatments / applying braces / performing range of motion exercises / stander use.

For questions regarding this form, call: (800) 525-2395

DATE OF REQUEST: ____/____/____

If this is an initial request, a Pre-Admission face-to-face visit by a medical professional must have been conducted within the previous 15 days. Date and time of visit: _____

Name of assessing medical professional: _____

REQUEST TYPE: ☐ Initial 90-Day Period ☐ Subsequent 90-Day Period ☐ Subsequent 60-Day Period

Current prior authorization (PA) number, if applicable: _____

NOTES:	
SECTION I: RECIPIENT INFORMATION	
Recipient Name: _____	
Recipient ID: _____	Date of Birth: _____
Medicaid Eligibility: <input type="checkbox"/> Healthy Kids (EPSDT) <input type="checkbox"/> Katie Beckett <input type="checkbox"/> Waiver Program <input type="checkbox"/> Managed Care	
Medicare Insurance Eligibility: <input type="checkbox"/> Part A <input type="checkbox"/> Part B Medicare ID#: _____	
Bypass Medicare: <input type="checkbox"/> Yes <input type="checkbox"/> No	
Other Insurance Name: _____ Other Insurance ID#: _____	
Bypass Other Insurance: <input type="checkbox"/> Yes <input type="checkbox"/> No	
SECTION II: GUARDIAN INFORMATION (if other than the recipient)	
Name: _____ Phone: _____	
Address (include city, state, zip code): _____	
SECTION III: LONG-TERM CARE FACILITY (if applicable)	
<input type="checkbox"/> Long-Term Care Facility Facility Name: _____	
Facility Address: _____	
Facility NPI: _____	Contact Fax: _____
SECTION IV: ORDERING PROVIDER INFORMATION (if applicable)	
Name: _____ NPI: _____	
Phone: _____	Fax: _____
SECTION V: SERVICING PROVIDER INFORMATION	
Name: _____ NPI: _____	
Phone: _____	Fax: _____
Contact Name: _____	Miles from Hospice Agency to Recipient's Home: _____
Where does this provider render services? <input type="checkbox"/> In Nevada (includes catchment areas) <input type="checkbox"/> Outside Nevada	
FA-95 Updated 01/29/2019 (pv02/23/2017)	
Page 1 of 2	
SECTION VI: CLINICAL INFORMATION	
Date of Registered Nurse Evaluation: _____	Date of Last Physician Visit: _____
Terminal Diagnoses ICD-10 Codes: _____	

This authorization request is not a guarantee of payment. Payment is contingent upon eligibility, available benefits, contractual terms, limitations, exclusions, coordination of benefits and other terms and conditions set forth by the benefit program. The information on this form and on accompanying attachments is privileged and confidential and is only for the use of the individual or entities named on this form. If the reader of this form is not the intended recipient or the employee or agent responsible to deliver it to the intended recipient, the reader is hereby notified that any dissemination, distribution or copying of this communication is strictly prohibited. If this communication is received in error, the reader shall notify sender immediately and destroy all information received.

Hospice Prior Authorization Request Form (FA-95)

Reminders:

- Sections I, II, IV, V, VI, date of request and request type must be fully completed
- **Section III should be completed only if the recipient is in a nursing facility**
- When requesting a PA for Room & Board, whether for initial or concurrent stays, only one FA-95 will need to be submitted

Required Attachments:

- Individualized Plan of Care and Measurable Treatment Goals
- FA-92 Hospice Program Election Notice (Adult) or FA-93 Hospice Program Election Notice (Pediatric)
- FA-94 Hospice Program Physician Certification of Terminal Illness
- **For subsequent benefit periods:**
 - **Labs**
 - **Assessments**
 - **Documented decline (or improvement) of recipient health**

Nevada Medicaid Hospice Extended Care Physician Review Form (FA-96)



Hospice Extended Care Physician Review Form (FA-96)

- When an adult recipient (21 years of age or older or for recipients under the age of 21 who are **not** receiving curative care) reaches 12 months in hospice care, an independent face-to-face physician review is required.
- If any information on the form is missing, the request will be pended back to the provider. The provider will need to update the information and resubmit within 5 business days.

Required Attachments:

- Hospice Prior Authorization Request Form (FA-95)

Nevada Medicaid and Nevada Check Up
Nevada Medicaid Hospice Extended Care Physician Review Form

Purpose: Medicaid hospice benefits are reserved for terminally ill patients who have a medical prognosis to live no more than six (6) months if the illness runs its normal course.

When an adult patient (21 years of age or older) reaches 12 months in hospice care, an independent face-to-face physician review is required. Independent reviews are subsequently required every 12 months thereafter if the patient continues to receive extended hospice care.

Hospice agencies should advise patients of this requirement and provide this form to take with them to each independent review. Prior authorization requests for extended hospice care will be denied if this form is not submitted along with the PA request or if this form indicates the patient does not continue to meet program eligibility requirements.

Instructions: Submit this form with the Hospice Prior Authorization Request (form FA-95).

SECTION I: RECIPIENT INFORMATION (to be completed by Hospice provider)

Recipient First Name:	Recipient Last Name:
Recipient Medicaid ID:	Recipient Date of Birth:
Hospice Provider Name:	
Hospice Provider NPI:	

SECTION II: INDEPENDENT PHYSICIAN EVALUATION RESULTS (to be completed by the independent physician)

Does this recipient have a terminal illness? ☐ Yes ☐ No ☐ Inconclusive

If you replied "Yes" please list the terminal diagnosis/es: (Please note: principal diagnoses of "debility" or "adult failure to thrive" will not be accepted as meeting the eligibility criteria for Medicaid hospice.)

Considering the normal course of the patient's diagnosis/es, does it appear the patient's life expectancy is six (6) months or less if the illness runs its normal course?

☐ Yes ☐ No ☐ Inconclusive

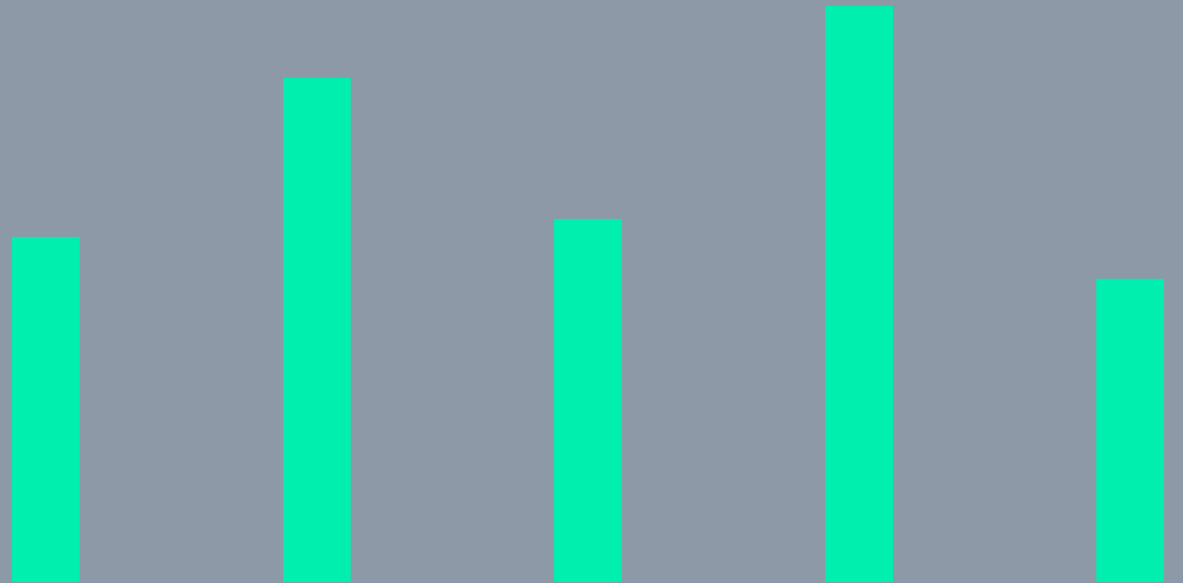
SECTION III: INDEPENDENT PHYSICIAN'S CERTIFICATION STATEMENT

I certify that I am a physician licensed in the state of Nevada and that I am not affiliated with the hospice agency listed in Section I above. I further certify that I (or my staff) entered the evaluation results listed above and that they are based on a face-to-face evaluation performed on (date). The conclusions listed are unbiased and free from influence.

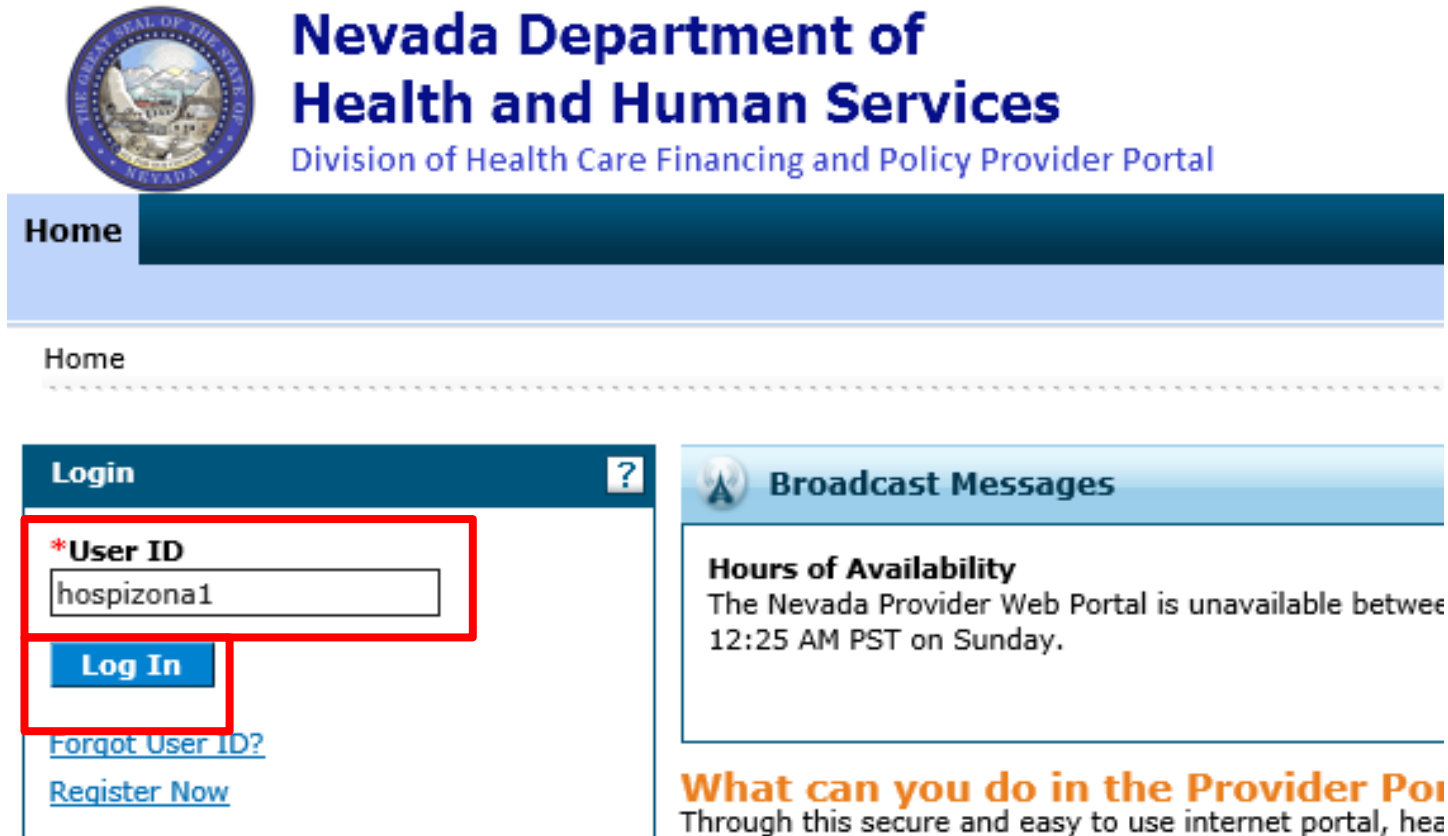
Physician's Printed Name:	License #:
Physician's Signature:	Date:


This review is not a guarantee of payment. Payment is contingent upon eligibility, available benefits, contractual terms, limitations, exclusions, coordination of benefits and other terms and conditions set forth by the benefit program. The information on this form and on accompanying attachments is privileged and confidential and is only for the use of the individual or entities named on this form. If the reader of this form is not the intended recipient or the employee or agent responsible to deliver it to the intended recipient, the reader is hereby notified that any dissemination, distribution or copying of this communication is strictly prohibited. If this communication is received in error, the reader shall notify sender immediately and destroy all information received.

Submitting a Prior Authorization



Logging into the Provider Web Portal



 **Nevada Department of Health and Human Services**
Division of Health Care Financing and Policy Provider Portal

Home

Home

Login ?

***User ID**

Log In

[Forgot User ID?](#)
[Register Now](#)


Broadcast Messages

Hours of Availability
The Nevada Provider Web Portal is unavailable between 12:25 AM PST on Sunday.

What can you do in the Provider Portal
Through this secure and easy to use internet portal, health care providers can...

- Once registered, users may access their accounts from the Provider Web Portal (PWP) “Home” page by:
- Entering the User ID.
- Clicking the Log In button.

Logging in to the Provider Web Portal, continued

**Computer and Challenge Question**

Site Key

The HealthCare Portal uses a personalized site key to protect your privacy online. To use a site key, you are asked to respond to your Challenge question the first time you use a personal computer, or every time you use a public computer. When you type the correct answer to the Challenge question, your site key token displays which ensures that you have been correctly identified. Similarly, by displaying your personalized site key token, you can be sure that this is the actual HealthCare Portal and not an unauthorized site.

If this is your personal computer, you can register it now by selecting: **This is a personal computer. Register it now.**

Answer the challenge question to verify your identity.

Challenge Question In what city were you born?

***Your Answer**

[Forgot answer to challenge question?](#)

Select ☐ This is a personal computer. Register it now.
☒ This is a public computer. Do not register it.


Continue

Once the user has clicked the **Log In** button, the user will need to provide identity verification as follows:

- Answer the **Challenge Question** to verify identity.
- Choose whether log in is on a **personal computer** or **public computer**.
- Click the **Continue** button.

Logging in to the Provider Web Portal, continued

[Home](#) > [Challenge Question](#) > Site Token Password


 **Confirm Site Key Token and Passphrase**

Confirm that your site key token and passphrase are correct.

If you recognize your site key token and passphrase, you can be more comfortable that you are at the valid HealthCare Portal site and therefore is safe to enter your password.

Make sure your site key token and passphrase are correct.

If the site key token and passphrase are correct, type your password and click **Sign In**.
If this is not your site key token or passphrase, do not type your password.
Call the [customer help desk](#) to report the incident.

Site Key: 

Passphrase Answer

***Password**

[Forgot Password?](#)

Sign In

The user will continue providing identity verification as follows:

- Confirm that the **Site Key** and **Passphrase** are correct.
- Enter **Password**.
- Click the **Sign In** button.

NOTE: If this information is incorrect, users should not enter their password. Instead, they should contact the help desk by clicking the **Customer help desk** link.

Welcome Screen

The screenshot displays the Nevada Department of Health and Human Services Provider Portal. At the top, the header includes the state seal, the department name, and the portal title. A navigation bar contains links for My Home, Eligibility, Claims, Care Management, File Exchange, and Resources. The main content area is divided into several sections: a Provider profile on the left, a Broadcast Messages section in the center, and a list of Provider Services on the bottom left. A welcome message and a group photo of healthcare professionals are also present. At the bottom, there are links to quick reference guides. Callout boxes A through F highlight specific features: A points to the navigation bar, B to the Broadcast Messages section, C to the Contact Us and Secure Correspondence links, D to the My Profile and Manage Accounts links, E to the Provider Services list, and F to the quick reference guides.

Nevada Department of Health and Human Services
Division of Health Care Financing and Policy Provider Portal

[Contact Us](#) | [Logout](#)

My Home | **Eligibility** | **Claims** | **Care Management** | **File Exchange** | **Resources**

My Home Monday 05/07/2018 01:23 PM EST

Provider

Name HOSPITALIST SERVICES OF NEVADA-MANDAVIA
Provider ID 1831573690 (NPI)
Location ID 100543194

[My Profile](#)
[Manage Accounts](#)

Broadcast Messages

Hours of Availability
The Nevada Provider Web Portal is unavailable between midnight and 12:25 AM PST Monday-Saturday and between 8 PM and 12:25 AM PST on Sunday.

[Contact Us](#)
[Secure Correspondence](#)

Welcome Health Care Professional!

Provider Services

- [Member Focused Viewing](#)
- [Search Payment History](#)
- [Revalidate-Update Provider](#)
- [Pharmacy PA](#)
- [PASRR](#)
- [EHR Incentive Program](#)
- [EPSDT](#)
- [Presumptive Eligibility](#)

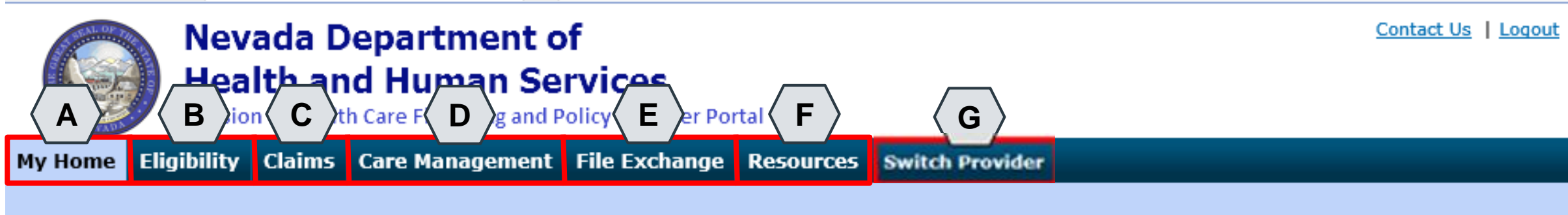
We are committed to make it easier for physicians and other providers to perform their business. In addition to providing the ability to verify member eligibility and search for claims, payment information, and access Remittance Advices, our secure site provides access to eligibility, answers to frequently asked questions, and the ability to process authorizations.

Prior Authorization Quick Reference Guide [\[Review\]](#)
Provider Web Portal Quick Reference Guide [\[Review\]](#)

Once the provider information has been verified, the user may explore the features of the PWP, including:

- A. Additional tabs for users to research eligibility, submit claims and PAs, access additional resources, and more.
- B. Important broadcast messages.
- C. Links to contact customer support services.
- D. Links to manage user account settings, such as passwords and delegate access.
- E. Links to additional information regarding Medicaid programs and services.
- F. Links to additional PWP resources.

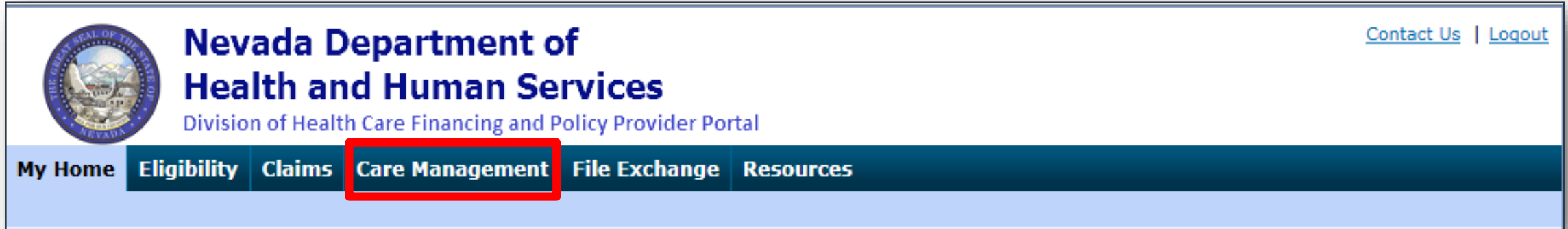
Navigating the Provider Web Portal



The tabs at the top of the page provide users quick access to helpful pages and information:

- A. My Home:** Confirm and update provider information and check messages.
- B. Eligibility:** Search for recipient eligibility information.
- C. Claims:** Submit claims, search claims, view claims and search payment history.
- D. Care Management:** Request PAs, view PA statuses, and maintain favorite providers.
- E. File Exchange:** Upload forms online.
- F. Resources:** Download forms and documents.
- G. Switch Providers:** **Delegates** can switch between providers to whom they are assigned. The tab is only present when the user is logged in as a delegate.

Care Management Tab



Create Authorization

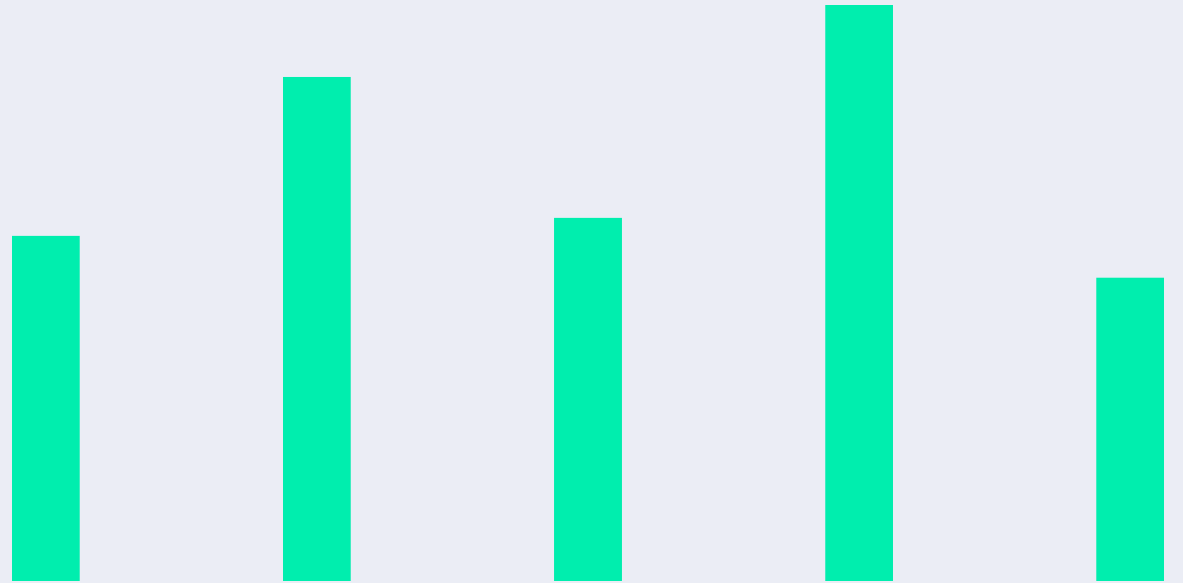
- Create authorizations for eligible recipients

View Authorization Status

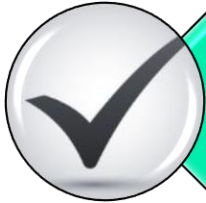
- Prospective authorizations that identify the requesting or servicing provider

- Maintain Favorite Providers
- Create a list of frequently used providers
- Select the facility or servicing provider from the providers on the list when creating an authorization
- Maintain a favorites list of up to 20 providers

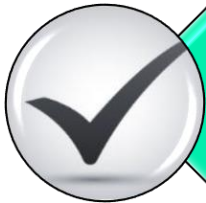
Before Creating an Authorization Request



Before Creating a Prior Authorization Request



Verify eligibility to ensure that the recipient is eligible on the date of service for the requested services.



Use the Provider Web Portal's PA search function to see if a request for the dates of service, units and service(s) already exist and is associated with your individual, state or local agency, or corporate or business entity.

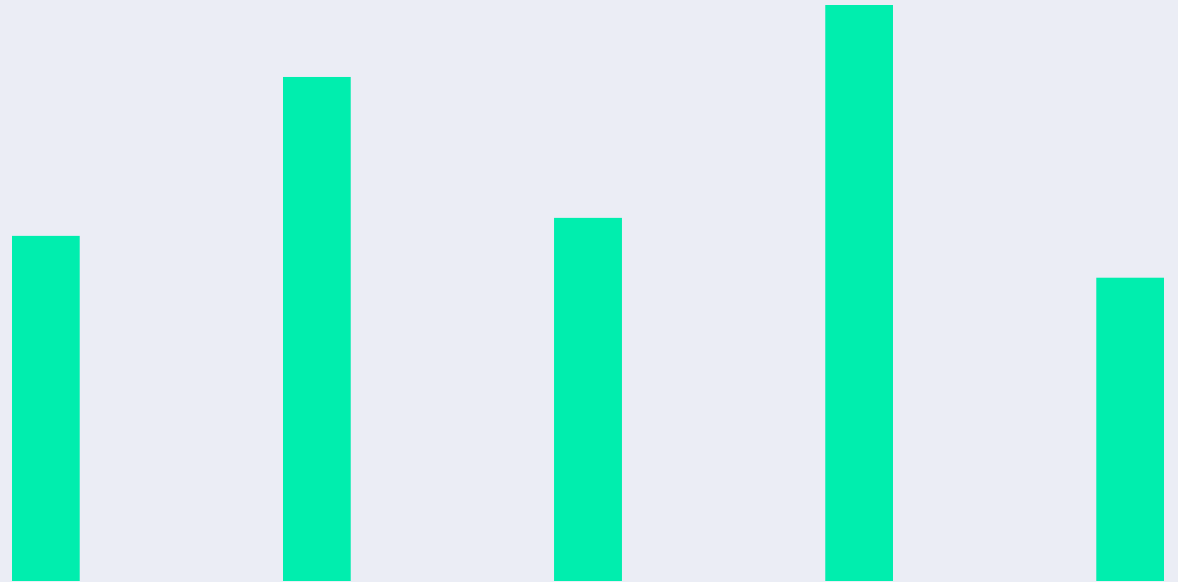


Review the coverage, limitations and PA requirements for the Nevada Medicaid Program before submitting PA requests.



Use the Provider Web Portal to check PAs in pending status for additional information.

Create a Prior Authorization Request



Key Information

Recipient Demographics

- First Name, Last Name and Birth Date will be auto-populated based on the recipient ID entered.

Diagnosis Codes

- All PAs will require at least one valid diagnosis code.

Searchable Diagnosis, Current Procedural Terminology (CPT) and Healthcare Common Procedure Coding System (HCPCS)

- Enter the first three letters or the first three numbers of the code to use the predictive search.

PA Attachments

- Attachments are required with all PA requests. Attachments can only be submitted electronically.
- PA requests received without an attachment will remain in pended status for 30 days.
- If no attachment is received within 30 days, the PA request will automatically be canceled.

Submitting a PA Request

Nevada Department of Health and Human Services
Division of Health Care Financing and Policy Provider Portal

My Home | **Eligibility** | **Claims** | **Care Management** | **Exchange** | **Resources**

Create Authorization | Authorization Status | Maintain Favorite Providers | Authorization Criteria

My Home

Provider

Name HOSPITALIST SERVICES OF NEVADA-MANDEVIA
Provider ID 1831573690 (NPI)
Location ID 100543194

► [My Profile](#)
► [Manage Accounts](#)

Broadcast Messages

Hours of Availability
The Nevada Provider Web Portal is unavailable between midnight and 12:25 AM PST Monday-Saturday and between 8 PM and 12:25 AM PST on Sunday.

Welcome Health Care Professional!

1. Hover over the Care Management tab.
2. Click Create Authorization from the sub-menu.

Submitting a PA Request, continued

Create Authorization ?

* Indicates a required field.

☒ **Medical** ☐ Dental 3

4 ***Process Type**

Requester Information

Provider ID

Recipient Information

***Recipient ID**

Last Name

Birth Date

Referring Provider Information

Referring Provider same as Requesting Provider

Select from Favorites

Provider ID

Service Provider Information

Service Provider same as Requesting Provider

Select from Favorites

***Provider ID**

ID Type **Name**

Add to Favorites

Location

ABA
ADHC
Audiology
BH Inpt
BH Outpt
BH PHP/IOP
BH Rehab
BH RTC
DME
Home Health
Hospice
Inpt M/S
Ocular
Outpt M/S
PCS Annual Update
PCS One-Time
PCS SDS
PCS Significant Change
PCS Temporary Auth
PCS Transfer
Retro ABA
Retro ADHC
Retro Audiology
Retro BH Inpt
Retro BH Outpt
Retro BH PHP/IOP
Retro BH Rehab
Retro BH RTC
Retro DME

ID Type **NPI** **Name** **HOSPITALIST SERVICES OF NEVADA-MANDAVIA**

First Name

ID Type **Name** **Add to Favorites**

ID Type **Name** **Add to Favorites**

- 3. Select the authorization type (Medical).
- 4. Choose an appropriate Process Type from the drop-down list.

Submitting a PA Request, continued

Create Authorization ?

* Indicates a required field.

☒ **Medical** ☐ **Dental**

*Process Type Home Health Expand All | Collapse All

Requesting Provider Information -

Provider ID	ID Type	NPI	Name
-------------	---------	-----	------

Recipient Information -

*Recipient ID 43827875678

Last Name ABIEGUT First Name ABYNNRYP

Birth Date 04/10/1928

Referring Provider Information -


Referring Provider same as Requesting Provider ☐

Select from Favorites No favorite providers available. ▼

Provider ID	ID Type	Name	Add to Favorites
-------------	---------	------	------------------

5. The Requesting Provider Information is automatically populated with the Provider ID and Name of the provider that the signed-in user is associated with.


Submitting a PA Request, continued

Create Authorization 


* Indicates a required field.


☒ **Medical** ☐ **Dental**

***Process Type** Home Health [Expand All](#) | [Collapse All](#)


Requesting Provider Information 

Provider ID 1831573690 **ID Type** NPI **Name** HOSPITALIST SERVICES OF NEVADA-MANDAVIA

Recipient Information 


 **6**

***Recipient ID** 43827875678
Last Name ABIEGUT **First Name** ABYNNRYP
Birth Date 04/10/1928

Referring Provider Information 

Referring Provider same as Requesting Provider ☐


Select from Favorites No favorite providers available.

Provider ID  **ID Type** **Name** **Add to Favorites** ☐

6. Enter the Recipient ID. The Last Name, First Name and Birth Date will populate automatically.

Submitting a PA Request, continued


7. Enter Referring Provider Information using one of three ways.

Create Authorization 


* Indicates a required field.

☒ **Medical** ☐ **Dental**


***Process Type** Home Health [Expand All](#) | [Collapse All](#)

Requesting Provider Information 



Provider ID 1831573690 **ID Type** NPI **Name** HOSPITALIST SERVICES OF NEVADA-MANDAVIA

Recipient Information 

***Recipient ID** 43827875678
Last Name ABIEGUT **First Name** ABYNNRYP
Birth Date 04/10/1928

Referring Provider Information 

7

Referring Provider same as Requesting Provider ☐
Select from Favorites No favorite providers available. 
Provider ID  **ID Type** **Name** **Add to Favorites** ☐

Submitting a PA Request, continued

The screenshot shows a web form titled "Referring Provider Information". It contains several input fields and a checkbox. A red line connects four specific elements, each marked with a letter in a hexagon:

- A** points to the checkbox labeled "Referring Provider same as Requesting Provider".
- B** points to the "Select from Favorites" drop-down menu.
- C** points to the "Provider ID" text input field and the "ID Type" drop-down menu.
- D** points to the "Add to Favorites" checkbox.

- A. Check the Referring Provider Same as Requesting Provider box.
- B. Choose an option from the Select from Favorites drop-down. This drop-down displays a list of providers that the user has indicated as favorites.
- C. Enter the Provider ID and ID Type. Both fields must be completed when using this option.
- D. Click the Add to Favorites check box. Use this after entering a provider ID to add it to the Select from Favorites drop-down.

Submitting a PA Request, continued

Referring Provider Information

Referring Provider same as Requesting Provider ☒

Select from Favorites No favorite providers available.

Provider ID 1831573690 ID Type NPI Name HOSPITALIST SERVICES OF NEVADA-MANDAVIA Add to Favorites ☐

Service Provider Information

Service Provider same as Requesting Provider ☐

Select from Favorites No favorite providers available.

*Provider ID *ID Type Name Add to Favorites ☐

Location

8. Enter Service Provider Information.

8

Submitting a PA Request, continued

Service Provider Information

Service Provider same as Requesting Provider ☒

Select from Favorites: No favorite providers available.

*Provider ID: 1831573690 *ID Type: NPI Name: HOSPITALIST SERVICES OF NEVADA-MANDAVIA Add to Favorites ☐

Location: FEDERALLY QUALIFIED HEALTH CENTER

Diagnosis Information

Please note that the 1st diagnosis entered is considered to be the principal (primary) Diagnosis Code. Click the **Remove** link to remove the entire row.

Diagnosis Type	Diagnosis Code	Action
*Diagnosis Type: ICD-10-CM ICD-9-CM	*Diagnosis Code: <input type="text"/>	<input type="button" value="Add"/> <input type="button" value="Cancel"/>

Click to collapse.

Service Details

9. Select a Diagnosis Type from the drop-down list.
10. Enter the Diagnosis Code. Once the user begins typing, the field will automatically search for matching codes.
11. Click the Add button.

- NOTE: Repeat steps 9-11 to enter up to nine codes. The first code entered will be considered the primary.

Submitting a PA Request, continued

Diagnosis Information

Error
Diagnosis Code not found.

Please note that the 1st diagnosis entered is considered to be the principal (primary) Diagnosis Code.
Click the **Remove** link to remove the entire row.

Diagnosis Type	Diagnosis Code	Action
Click to collapse.		
*Diagnosis Type ICD-10-CM	*Diagnosis Code 1234	

Diagnosis Code not found.

AddCancel

- If you click the Add button with an invalid diagnosis code, an error will display. Ensure the diagnosis code is correct, up-to-date with the selected Diagnosis Type, and does not include decimals.

Submitting a PA Request, continued

Diagnosis Information

Please note that the 1st diagnosis entered is considered to be the principal (primary) Diagnosis Code.
Click the **Remove** link to remove the entire row.

Diagnosis Type	Diagnosis Code	Action
ICD-10-CM	T7500XA-Unspecified effects of lightning, initia	Remove

☐ Click to collapse.

***Diagnosis Type**

ICD-10-CM

***Diagnosis Code**

Add

Cancel

- Once a diagnosis code has been entered accurately, and the Add button has been clicked, the diagnosis code will display under the Diagnosis Information section. If a code needs to be removed from the PA request, click Remove located in the Action column.

Submitting a PA Request, continued

Diagnosis Information

Please note that the 1st diagnosis entered is considered to be the principal (primary) Diagnosis Code. Click the **Remove** link to remove the entire row.

Diagnosis Type	Diagnosis Code	Action
ICD-10-CM	T7500XA-Unspecified effects of lightning, initial encounter	Remove

☐ Click to collapse.

*Diagnosis Type *Diagnosis Code

Service Details

+ to view or update the details of a row. Click '-' to collapse the row. Click **Copy** to copy or **Remove** to remove the entire row.

Line #	From Date	To Date	Code	Modifiers	Units	Action
<input type="checkbox"/> Click to collapse.						
	*From Date <input type="text" value="01/01/2018"/>	To Date <input type="text" value="01/01/2019"/>	Code Type <input type="text" value="CPT/HCPCS"/>	*Code <input type="text" value="A6413-Adhesive bandage, first-aid"/>		
	Modifiers <input type="text"/>		<input type="text"/>			
	<input type="text"/>		<input type="text"/>			
	*Units <input type="text" value="1"/>					
	*Medical Justification <input type="text" value="Bandage required for burns."/>					
<div><div>13</div><input type="button" value="Add Service"/> <input type="button" value="Cancel Service"/></div>						

12. Enter detail regarding the service(s) provided into the Service Details section.
13. Click the Add Service button.

Submitting a PA Request, continued

Service Details

Click '+' to view or update the details of a row. Click '-' to collapse the row. Click **Copy** to copy or **Remove** to remove the entire row.

	Line #	From Date	To Date	Code	Modifiers	Units	Action
+	1	01/01/2018	01/01/2019	A6413-Adhesive bandage, first-aid		1	Copy Remove

Click to collapse.

*From Date

To Date

Code Type

CPT/HCPCS

*Code

Modifiers

*Units

*Medical Justification

- After clicking the Add Service button, the service details will display in the list.

NOTE: Add additional details as needed. If a user wishes to copy a service detail, click Copy located in the Action column. To remove the detail, click Remove.

Submitting a PA Request, continued

Attachments

To include an attachment electronically with the prior authorization request, browse and select the attachment, select an Attachment Type and then click on the Add button.

[Prior Authorization Forms](#)

If you will not be sending an attachment electronically, but you have information about files that were sent using another method, such as by fax or by mail, select the appropriate Transmission Method and Attachment Type.

Click the **Remove** link to remove the entire row.

Transmission Method	File	Action
Click to collapse.		
<div><div><div>*Transmission Method</div><div>EL-Electronic Only ▼</div></div><div><div>*Upload File</div><div><div>Choose File</div><div>No file chosen</div></div></div><div><div>*Attachment Type</div><div>▼</div></div></div> <div><div>Add</div><div>Cancel</div></div>		
<div><div>Submit</div><div>Cancel</div></div>		

- The Transmission Method will default to EL-Electronic Only as attachments must be sent via the portal.

Submitting a PA Request, continued

Attachments

To include an attachment electronically with the prior authorization request, browse and select the attachment, select an Attachment Type, and upload the file.

[Prior Authorization Forms](#)

If you will not be sending an attachment, select the appropriate Transmission Method.

Click the **Remove** link to remove an attachment.

Transmission Method	Attachment Type
<input type="checkbox"/> Click to collapse.	59-Benefit Letter
	03-Report Justifying Treatment Beyond Utilization Guidelines
	11-Chemical Analysis
	04-Drug Administered
	05-Treatment Diagnosis
	06-Initial Assessment
	07-Functional Goals
	08-Plan of Treatment
	09-Progress Report
	10-Continued Treatment
	13-Certified Test Report
	15-Justification for Admission
	21-Recovery Plan
	48-Social Security Benefit Letter
	55-Rental Agreement
	77-Support Data for Verification
	A3-Allergies/Sensitivities Document
	A4-Autopsy Report
	AM-Ambulance Certification
	AS-Admission Summary
	AT-Purchase Order Attachment
	B2-Prescription
	B3-Physician Order
	BR-Benchmark Testing Results
	BS-Baseline
	BT-Blanket Test Results
	CB-Chiropractic Justification
	CK-Consent Form(s)
	D2-Physician Order
	DA-Dental Models

***Transmission Method**

***Upload File**

***Attachment Type**

[Add](#)

Current Procedural Terminology (CPT) and data are copyrighted by the American Dental Association (ADA)

14. Choose the type of attachment being submitted from the Attachment Type drop-down list.

Submitting a PA Request, continued

The screenshot shows a web application interface for submitting a PA Request. A file upload dialog is open, displaying the Desktop contents. The file 'Nurse Notes.docx' is selected, and the 'Open' button is highlighted. The main form in the background has the following fields and buttons:

- *From Date**: [Date Picker]
- To Date**: [Date Picker]
- Code Type**: CPT/HCPCS
- *Code**: [Text Field]
- Modifiers**: [Text Field]
- *Units**: [Text Field]
- *Medical Justification**: [Text Field]
- Add Service**: [Button]
- Attachments**: [Section Header]
- To include an attachment**: [Text]
- Prior Authorization Forms**: [Text]
- If you will not be sending a**: [Text]
- appropriate Transmission M**: [Text]
- Click the Remove link to re**: [Text]
- Trans**: [Text]
- Click to collapse.**: [Text]
- *Transmission Method**: EL-Electronic Only [Dropdown]
- *Upload File**: [Text Field]
- *Attachment Type**: NN-Nursing Notes [Text Field]
- Browse...**: [Button]
- Add**: [Button]
- Cancel**: [Button]

Numbered callouts indicate the following steps:

- 15: Click the Browse button.
- 16: Select the desired attachment.
- 17: Click the Open button.

15. Click the Browse button.

16. Select the desired attachment.

17. Click the Open button.

- Allowable file types include:
.doc, .docx, .gif, .jpeg, .pdf, .txt, .xls,
.xlsx, .bmp, .tif, and .tiff.

Submitting a PA Request, continued

Attachments

To include an attachment electronically with the prior authorization request, browse and select the attachment, select an Attachment Type and then click on the Add button.

[Prior Authorization Forms](#)

If you will not be sending an attachment electronically, but you have information about files that were sent using another method, such as by fax or by mail, select the appropriate Transmission Method and Attachment Type.

Click the **Remove** link to remove the entire row.

Transmission Method	File	Action
<input type="checkbox"/> Click to collapse.		
*Transmission Method Electronic Only	*Upload File C:\Users\bargera\Desktop\Nurse Notes.docx Browse...	*Attachment Type Document

18

Add

Cancel

Submit

Cancel

18. Click the Add button.

Submitting a PA Request, continued

Attachments

To include an attachment electronically with the prior authorization request, browse and select the attachment, select an Attachment Type and then click on the Add button.

[Prior Authorization Forms](#)

If you will not be sending an attachment electronically, but you have information about files that were sent using another method, such as by fax or by mail, select the appropriate Transmission Method and Attachment Type.

Click the **Remove** link to remove the entire row.

	Transmission Method	File	Action
<input type="checkbox"/>	EL-Electronic Only	Nurse Notes.docx	Remove

☐ Click to collapse.

*Transmission Method

*Upload File

*Attachment Type

- The added attachment displays in the list.
- To remove the attachment, click Remove in the Action column.
- Add additional attachments by repeating steps 14-18.

NOTE: The total attachment file size limit before submitting a PA is 4 MB. When more attachments are needed beyond this capacity, the user will first submit the PA. Afterwards, go back into the PA using the View Authorization Response page, click the edit button to open the PA and then add more attachments.

Submitting a PA Request, continued

19. Click the Submit button.

Justification

Add Service

Cancel Service

Attachments

To include an attachment electronically with the prior authorization request, browse and select the attachment, select an Attachment Type and then click on the Add button.

[Prior Authorization Forms](#)

If you will not be sending an attachment electronically, but you have information about files that were sent using another method, such as by fax or by mail, select the appropriate Transmission Method and Attachment Type.

Click the **Remove** link to remove the entire row.

	Transmission Method	File	Action
<input type="checkbox"/>	EL-Electronic Only	Nurse Notes.docx	Remove

☐ Click to collapse.

*Transmission Method

EL-Electronic Only

*Upload File

Browse...

*Attachment Type

Add

Cancel

19

Submit

Cancel

Nevada Medicaid – Hospice Provider Training

65

Submitting a PA Request, continued

20

Confirm Authorization [Expand All](#) | [Collapse All](#)

Requesting Provider Information

Provider ID 1831573690 **ID Type** NPI **Name** HOSPITALIST SERVICES OF NEVADA-MANDAVIA

Recipient Information and Process Type

Recipient ID 43827875678
Recipient ABYNNRYP ABIEGUT **Gender** Female
Birth Date 04/10/1928
Process Type Home Health

Referring Provider Information

Provider ID 1831573690 **ID Type** NPI **Name** HOSPITALIST SERVICES OF NEVADA-MANDAVIA

Service Provider Information

Provider ID 1831573690 **ID Type** NPI **Name** HOSPITALIST SERVICES OF NEVADA-MANDAVIA
Location _

[Expand All](#) | [Collapse All](#)

Diagnosis Information

Please note that the 1st diagnosis entered is considered to be the principal (primary) Diagnosis Code.

Diagnosis Type	Diagnosis Code
ICD-10-CM	T7500XA-Unspecified effects of lightning, initial encounter

Service Details

	Line #	From Date	To Date	Code	Modifiers	Units
+	1	01/01/2018	01/01/2019	CPT/HCPCS A6413-Adhesive bandage, first-aid		1

Attachments

Transmission Method	File	Attachment Type
EL-Electronic Only	Nurse Notes.docx	NN-Nursing Notes

Back **21** **Confirm** **Cancel**

20. Review the information on the PA request.
21. Click the Confirm button to submit the PA for processing. Only click the Confirm button once. If a user clicks Confirm multiple times, multiple PA requests will be submitted and denied due to multiple submissions.
- NOTE: If updates are needed prior to clicking the Confirm button, click the Back button to return to the “Create Authorization” page.

Submitting a PA Request, continued

The screenshot displays a web application interface for submitting a PA request. At the top, there is a navigation bar with tabs: My Home, Eligibility, Claims, Care Management (selected), File Exchange, and Resources. Below this is a sub-navigation bar with links: Create Authorization, View Authorization Status, Maintain Favorite Providers, and Authorization Criteria. The main content area shows the breadcrumb 'Care Management > Authorization Receipt' and the date 'Tuesday 03/06/2018 06:01 PM EST'. The title of the section is 'Authorization Receipt'. The main message states: 'Your Authorization Tracking Number 45180650011 was successfully submitted.' The number 45180650011 is highlighted with a red box. Below this message, there are instructions: 'Click **Print Preview** to view authorization details and receipt.', 'Click **Copy** to copy member data or authorization data.', and 'Click **New** to create a new authorization for a different member.' At the bottom, there are three buttons: 'Print Preview', 'Copy', and 'New'.

- After the Confirm button has been clicked, an “Authorization Tracking Number” will be created. This message signifies that the PA request has been successfully submitted.

Submitting a PA Request, continued

The screenshot displays a web application interface for managing authorizations. At the top, a navigation bar includes links for 'My Home', 'Eligibility', 'Claims', 'Care Management', 'File Exchange', and 'Resources'. Below this, a secondary bar contains links for 'Create Authorization', 'View Authorization Status', 'Maintain Favorite Providers', and 'Authorization Criteria'. The main content area is titled 'Care Management > Authorization Receipt' and shows a success message: 'Your Authorization Tracking Number 45180650011 was successfully submitted.' Below the message, instructions are provided for using the 'Print Preview', 'Copy', and 'New' buttons. The buttons are labeled A, B, and C respectively. The 'Print Preview' button is highlighted with a red box.

Authorization Receipt ?

Your Authorization Tracking Number 45180650011 was successfully submitted.

Click **Print Preview** to view authorization details and receipt.
Click **Copy** to copy member data or authorization data.
Click **New** to create a new authorization for a different member.

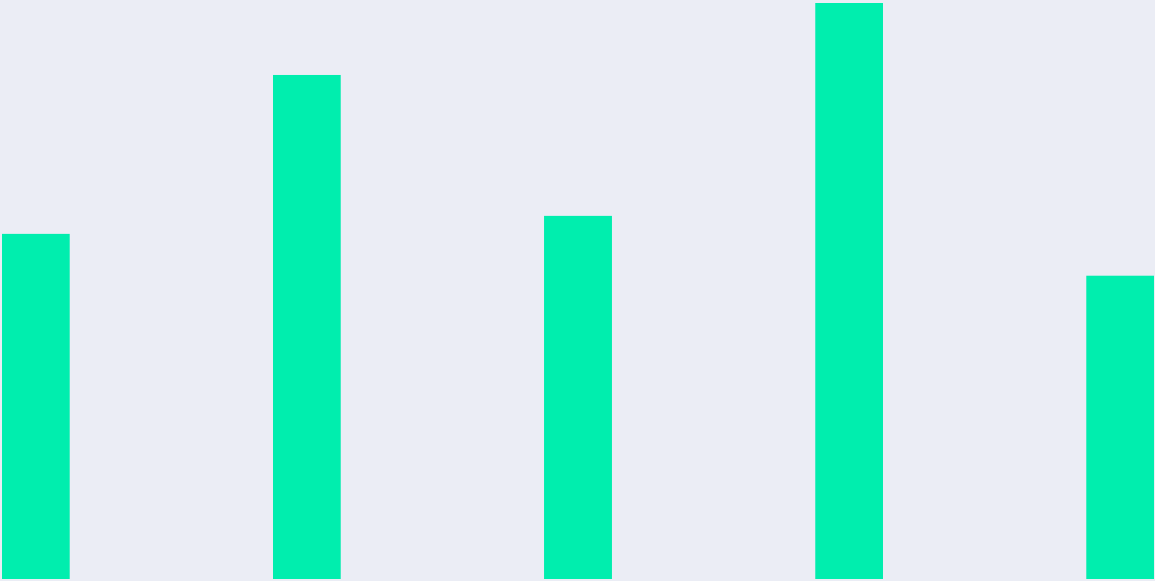
General Authorization Receipt Instructions

A **B** **C**

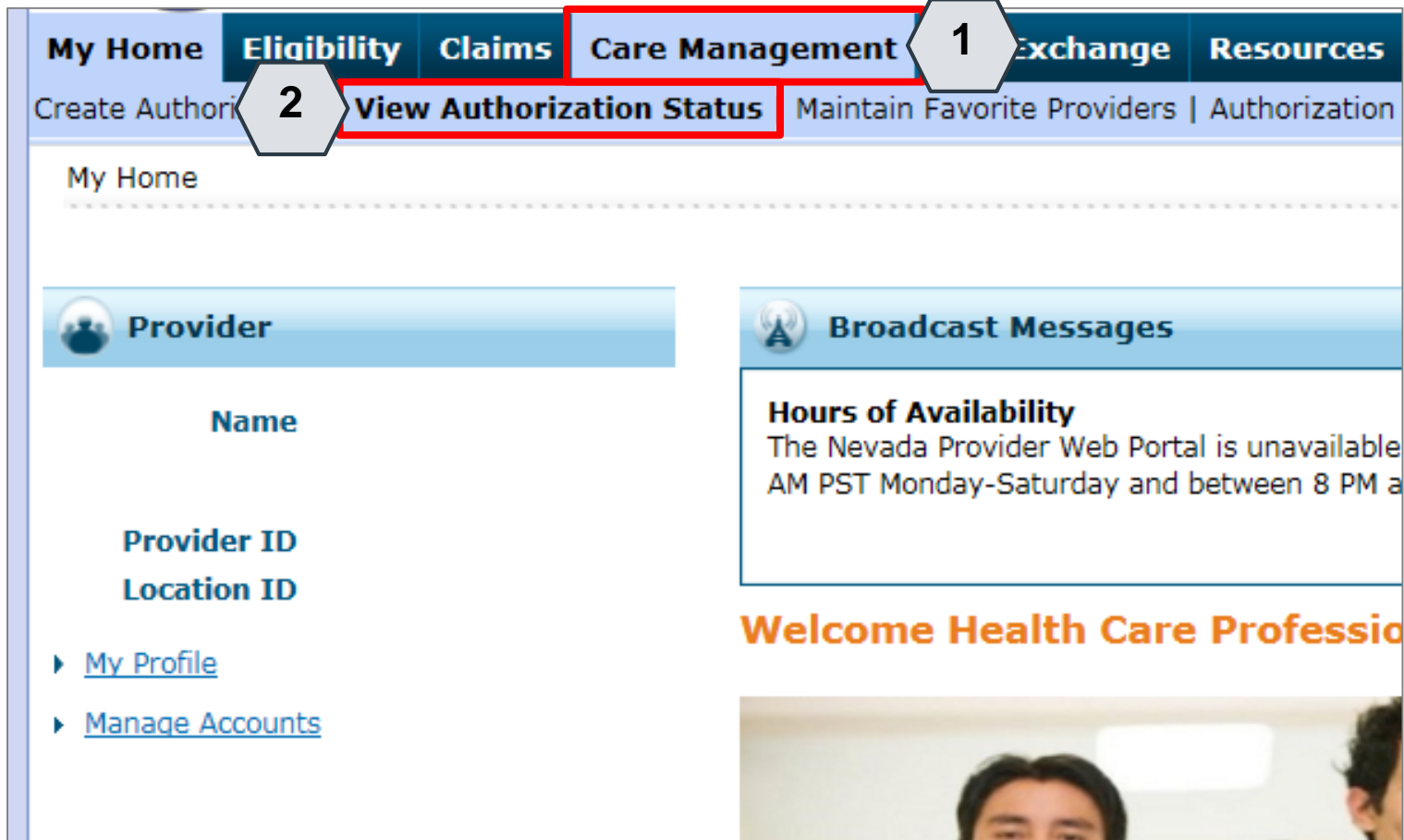
Print Preview **Copy** **New**

- A. Print Preview: Allows a user to view the PA details and receipt for printing.
- B. Copy: Allows a user to copy member or authorization data for another authorization.
- C. New: Allows a user to begin a new PA request for a different member.

Viewing Status



Viewing the Status of PAs



1. Hover over the Care Management tab.
2. Click View Authorization Status.

Viewing the Status of PAs, continued

My Home **Eligibility** **Claims** **Care Management** **File Exchange** **Resources**

Create Authorization | **View Authorization Status** | Maintain Favorite Providers | Authorization Criteria

[Care Management](#) > View Authorization Status

View Authorization Status

Prospective Authorizations

Prospective authorizations identifying you as the Requesting or Servicing Provider are listed below. These results include beginning Services Date of today or greater. Click the Authorization Tracking Number to view the authorization response or search for a different authorization.

Authorization Tracking Number	Service Date ▲	Recipient Name	Recipient ID	Process Type	Requesting Provider
45181270003	01/01/2018 - 01/01/2019	ABIEGUT, ABYNNRYP	43827875678	Home Health	HOSPITALIST SERVICE NEVADA-MANDAVIA
43180110001	01/11/2018 - 01/11/2019	QROTB, FENKTPVI	54409179444	Outpt M/S	HOSPITALIST SERVICE NEVADA-MANDAVIA
41180120002	01/12/2018 - 01/12/2019	KWLVDTYRXW, AOWPEW H	80335695037	Outpt M/S	HOSPITALIST SERVICE NEVADA-MANDAVIA


3. Click the ATN hyperlink of the PA to be viewed.


3


Viewing the Status of PAs, continued


View Authorization Response for AOWPEW KWLVDTYRXW [Back to View Authorization Status](#) ?


Authorization Tracking # 41180120002 **Process Type** Outpt M/S [Expand All](#) | [Collapse All](#)

Requesting Provider Information 

Recipient Information 

Referring Provider Information 


Diagnosis Information 

Service Provider / Service Details Information 

5 **Provider ID** 1831573690 **ID Type** NPI **Name** HOSPITALIST SERVICES OF NEVADA-MANDAVIA

From Date	To Date	Units	Remaining Units	Amount	Code	Medical Citation	Decision / Date	Reason
01/12/2018	01/12/2019	10	10	—	CPT/HCPCS 0003F-INACTIVE TOBACCO USE, NON-SMOKING	—	Certified In Total 01/12/2018	—

[Edit](#) [View Provider Request](#) [Print Preview](#)

4. Click the plus  symbol to the right of a section to display its information.
5. Review the information as needed.

Viewing the Status of PAs, continued

View Authorization Response for AOWPEW KWLVDTYRXW [Back to View Authorization Status](#)

Authorization Tracking # 41180120002 **Process Type** Outpt M/S [Expand All](#) | [Collapse All](#)

Requesting Provider Information


Recipient Information

Referring Provider Information

Diagnosis Information

Service Provider / Service Details Information

Provider ID 1831573690 **ID Type** NPI **Name** HOSPITALIST SERVICES OF NEVADA-MANDAVIA

From Date	To Date	Units	Remaining Units	Amount	Code	Medical Citation	Decision / Date	Reason
01/12/2018	01/12/2019	10	10	—	CPT/HCPCS 0003F-INACTIVE TOBACCO USE, NON-SMOKING		Certified In Total 01/12/2018	—

[Edit](#) [View Provider Request](#) [Print Preview](#)

- Review the details listed in the Decision / Date and Reason columns.

Viewing the Status of PAs, continued

Service Provider / Service Details Information								
Provider ID 1831573690			ID Type NPI		Name HOSPITALIST SERVICES OF NEVADA-MANDAVIA			
From Date	To Date	Units	Remaining Units	Amount	Code	Medical Citation	Decision / Date	Reason
01/12/2018	01/12/2019	10	10	—	CPT/HCPCS 0003F-INACTIVE TOBACCO USE, NON-SMOKING	—	Certified In Total 01/12/2018	—

- In the Decision / Date column, users may see one of the following decisions:
- Certified in Total: The PA request is approved for exactly as requested
- Certified Partial: The PA request has been approved, but not as requested
- Not Certified: The PA request is not approved
- Pended: The PA request is pending approval
- Cancel: The PA request has been canceled

Viewing the Status of PAs, continued

Service Provider / Service Details Information								
Provider ID 1306097878			ID Type NPI		Name KHOSSROW HAKIMPOUR			
From Date	To Date	Units	Remaining Units	Amount	Code	Medical Citation	Decision / Date	Reason
08/29/2017	08/29/2017	1	1	\$125.00	CPT/HCPCS 80061-Lipid panel	View	Certified Partial 06/11/2018	Product/service/procedure delivery pattern (e.g., units, days, visits, weeks, hours, months)
08/30/2017	08/30/2017	1	0	—	CPT/HCPCS 36415-Routine venipuncture	View	Not Certified 06/11/2018	Non-covered Service

- When the Decision / Date column is not “Certified in Total”, information will be provided in the Reason column. For example, if a PA is not certified (A), the reason why it was not certified displays (B).

Viewing the Status of PAs, continued

Service Provider / Service Details Information

C

Provider

D

1573690

E

ID Type

NPI

F

Name

HOSPIT

MANDA

G

RVICES OF NEVADA-

From Date	To Date	Units	Remaining Units	Amount	Code	Medical Citation	Decision / Date	Reason
01/12/2018	01/12/2019	10	10	—	CPT/HCPCS 0003F-INACTIVE TOBACCO USE, NON-SMOKING	—	Certified In Total 01/12/2018	—

- C. From Date and To Date: Display the start and end dates for the PA.
- D. Units: Displays the number of units originally on the PA.
- E. Remaining Units or Amount: Display the units or amount left on the PA as claims are processed.
- F. Code: Displays the procedure code on the PA.
- G. Medical Citation: Indicates when additional information is needed for authorizations (including denied).

Viewing the Status of PAs, continued

From Date	To Date	Units	Remaining Units	Amount	Code	Medical Citation	Decision / Date	Reason
02/17/2013	02/17/2013	3	0	—	Revenue 0121-R&B-2 BED-MED-SURG-GYN	Hide	Not Certified 02/21/2013	—
Medical Citation 7002 - Information provided does not support medical necessity as defined by Nevada Medicaid. Notes To Provider Inpatient admission criteria not met. Intensity of service was not supported in the documentation submitted. Inpatient admission criteria not met. Intensity of service was not supported in the documentation submitted. Inpatient admission criteria not met. Intensity of service was not supported in the documentation submitted.								
02/20/2031	02/20/2031	2	0	—	Revenue 0121-R&B-2 BED-MED-SURG-GYN	View	Not Certified 02/22/2013	—
02/17/2013	02/20/2013	3	3	—	Revenue 0121-R&B-2 BED-MED-SURG-GYN	—	Certified In Total 02/24/2013	—

[Edit](#)[View Provider Request](#)[Print Preview](#)

The Medical Citation field indicates if additional information is needed for all authorizations (including denied). Click “View” to see the details and clinical notes provided by Nevada Medicaid or click “Hide” to collapse the information panel.

Viewing the Status of PAs, continued

Print Preview

View Authorization Response for AOWPEW KWLVDYRXW [Back to View Authorization Status](#) ?

Authorization Tracking # 41180120002 **Process Type** Outpt M/S [Expand All](#) | [Collapse All](#)

Requesting Provider Information +

Recipient Information +

Referring Provider Information +

Diagnosis Information +

Service Provider / Service Details Information -

Provider ID 1831573690 **ID Type** NPI **Name** HOSPITALIST SERVICES OF NEVADA-
MANDAVIA

J

From Date	To Date	Units	Remaining Units	Amount	Code	Medical Citation	Decision / Date	Reason
01/12/2018	01/12/2019	10	10	-	CPT/HCPCS 0003F-INACTIVE TOBACCO USE, NON-SMOKING	-	Certified In Total 01/12/2018	-

H **I**

Edit **View Provider Request** **Print Preview**

- H. Edit: Edit the PA.
- I. View Provider Request: Expand all sections to view the information.
- J. Print Preview: Display a printable version of the PA with options to print.

Searching for PAs



Searching for PAs

The screenshot shows a web form titled "Prospective Authorizations" with a "Search Options" tab highlighted by a red box and a callout labeled "1". Below the tab, a red box labeled "2" encompasses the entire search criteria section. This section includes a header "Enter at least one of the following fields to search for an authorization." followed by five categories: "Authorization Information" (with a text field for "Authorization Tracking Number" containing "43180110001" and a "Day Range" dropdown), "Status Information" (with a "Status" dropdown), "Recipient Information" (with fields for "Recipient ID", "Last Name", "Birth Date", and "First Name"), and "Provider Information" (with a "Provider ID" field, an "ID Type" dropdown, and radio buttons for "Servicing Provider on the Authorization" and "Requesting Provider on the Authorization"). At the bottom of the form are "Search" and "Reset" buttons.

Prospective Authorizations Search Options 1

Enter at least one of the following fields to search for an authorization.

Authorization Information

Authorization Tracking Number 43180110001

Select a Day Range or specify a Service Date

Day Range OR Service Date

Status Information

Select status to return authorization service lines with the chosen status.

Status

Recipient Information

Recipient information is not mandatory. You can either enter the Recipient ID; or the Last Name, First Name, and Birth Date.

Recipient ID Birth Date

Last Name First Name

Provider Information

Provider ID ID Type

This Provider is the

☒ Servicing Provider on the Authorization

☐ Requesting Provider on the Authorization

Search Reset

1. Click the Search Options tab.
2. Enter search criteria into the search fields.

Searching for PAs, continued

The screenshot shows a web form titled "Authorization Information". It contains three main input areas, each highlighted with a red box and a callout letter in a grey hexagon:

- A** points to the "Authorization Tracking Number" text input field.
- B** points to the "Day Range" dropdown menu, which currently shows "Last 30 days". Above this dropdown is the text "Select a Day Range or specify a Service Date".
- C** points to the "Service Date" text input field, which has a calendar icon to its right. The word "OR" is positioned between the "Day Range" and "Service Date" fields.

- A. **Authorization Tracking Number:** Enter the ATN to locate a specific PA.
- B. **Day Range:** Select an option from this list to view PA results within the selected time period.
- C. **Service Date:** Enter the date of service to display PA with that service date.


NOTE: Without an ATN, a **Day Range** or a **Service Date** must be entered. If the PA start date is more than 60 days ago, a **Service Date** must be entered.

Searching for PAs, continued

Status Information	
Select status to return authorization service lines with the chosen status.	
<div>D</div>	<div>Status</div> <div><div>Cancel</div><div>Certified In Total</div><div>Certified Partial</div><div>Not Certified</div><div>Pended</div></div>
Recipient Information	
Recipient information is not mandatory. You can either enter the Recipient ID; or the Last Name, First Name, and Birth Date.	

D. Status: Select a status from this list to narrow search results to include only the selected status.

Searching for PAs, continued

Recipient Information			
Member information is not mandatory. You can either enter the Member ID; or the Last Name, First Name, and Birth Date.			
E	Recipient ID	<input type="text"/>	F Birth Date 
G	Last Name	<input type="text"/>	First Name <input type="text"/>

E. **Recipient ID:** Enter the unique Medicaid ID of the client.


F. **Birth Date:** Enter the date of birth for the client.

G. **Last Name** and **First Name:** Enter the client's first and last name.

NOTE: Enter only the **Recipient ID** number **or** the client's last name, first name and date of birth.

Searching for PAs, continued

Provider Information

H **Provider ID** 

I **ID Type**

J **This Provider is the** ☒ Servicing Provider on the Authorization
☐ Referring Provider on the Authorization

H. Provider ID: Enter the provider's unique NPI.

I. ID Type: Select the provider's ID type from the drop-down list.

J. This Provider is the: Select whether the provider is the servicing or referring provider on the PA request.

Searching for PAs, continued

Recipient Information

Recipient information is not mandatory. You can either enter the Recipient ID; or the Last Name, First Name, and Birth Date.

Recipient ID Birth Date

Last Name First Name

Provider Information

Provider ID ID Type

This Provider is the ☒ Servicing Provider on the Authorization
☐ Requesting Provider on the Authorization

3

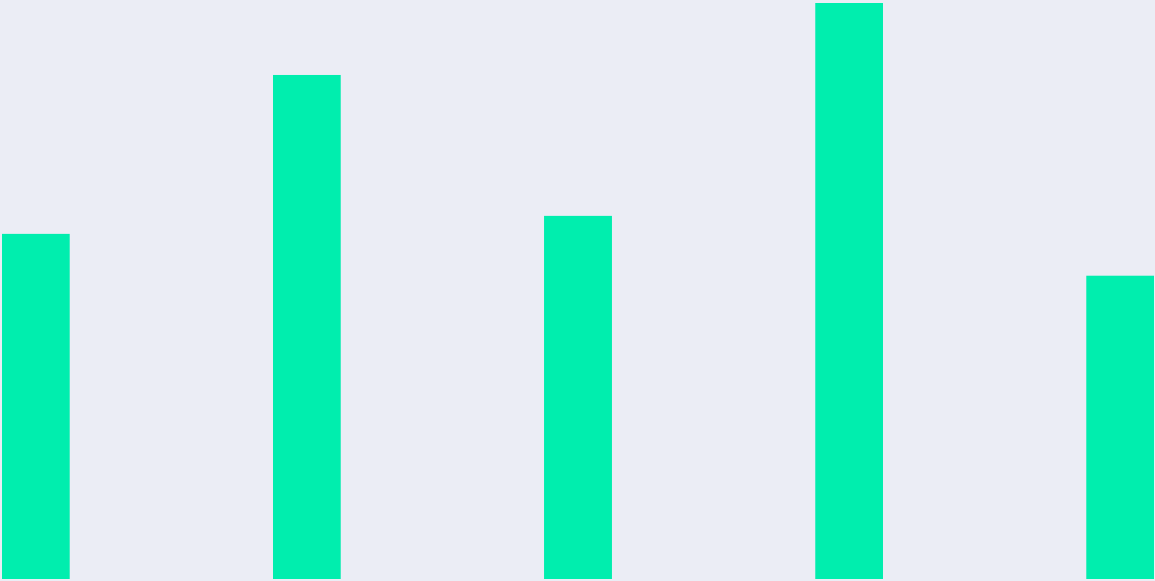
Search Results

<u>Authorization Tracking Number</u>	<u>Service Date</u> ▼	<u>Recipient Name</u>	<u>Recipient ID</u>	<u>Process Type</u>	<u>Requesting Provider</u>
43180110001	01/11/2018 - 01/11/2019	QROTB, FENKTPVI	54409179444	Outpt M/S	HOSPITALIST SERVICES NEVADA-MANDAVIA

3. Click the Search button.

4. Select an ATN hyperlink to review the PA.

Submitting Additional Information



Submitting Additional Information

View Authorization Response for ABYNNRYP ABIEGUT [Back to View Authorization Status](#) ?

Authorization Tracking # 45181270003 **Process Type** Home Health [Expand All](#) | [Collapse All](#)

Requesting Provider Information +

Recipient Information +

Referring Provider Information +

Diagnosis Information +

Service Provider / Service Details Information -

Provider ID 1831573690 **ID Type** NPI **Name** HOSPITALIST SERVICES OF NEVADA-MANDAVIA

From Date	To Date	Units	Remaining Units	Amount	Code	Medical Citation	Decision / Date	Reason
01/01/2018	01/01/2019	1	0	-	CPT/HCPCS A6413-Adhesive bandage, first-aid	-	Pended -	-

Edit 1 **Provider Request** **Print Preview**

1. Click the **Edit** button to edit a submitted PA request.

Additional information may include:

- Requests for additional services
- Attachments
- “FA-29 Prior Authorization Data Correction” form
- “FA-91 Nevada Medicaid Hospice Program Action Form” for Termination of Service / Discharge requests

Submitting Additional Information, continued

2. Add additional diagnosis codes, service details and/or attachments.

2

Diagnosis Information

Please note that the 1st diagnosis entered is considered to be the principal (primary) Diagnosis Code. Insert decimals as needed.
Click the **Remove** link to remove the entire row.

Diagnosis Type	Diagnosis Code	Action
ICD-10-CM	T7500XA-Unspecified effects of lightning, initial encounter	

Click to collapse.

*Diagnosis Type

ICD-10-CM

*Diagnosis Code

Add

Cancel

Service Details

Click '+' to view or update the details of a row. Click '-' to collapse the row. Click **Copy** to copy or **Remove** to remove the entire row.

	Line #	From Date	To Date	Decision	Code	Modifiers	Units	Action
+	1	01/01/2018	01/01/2019	Pended	A6413-Adhesive bandage, first-aid		1	Copy

Click to collapse.

Attachments

To include an attachment electronically with the prior authorization request, browse and select the attachment, select an Attachment Type and then click on the Add button.
[Prior Authorization Forms](#)
If you will not be sending an attachment electronically, but you have information about files that were sent using another method, such as by fax or by mail, select the appropriate Transmission Method and Attachment Type.
Click the **Remove** link to remove the entire row.

Transmission Method	File	Attachment Type	Action
---------------------	------	-----------------	--------

Click to collapse.

Submitting Additional Information, continued

Attachments

To include an attachment electronically with the prior authorization request, browse and select the attachment, select an Attachment Type and then click on the Add button.

[Prior Authorization Forms](#)

If you will not be sending an attachment electronically, but you have information about files that were sent using another method, such as by fax or by mail, select the appropriate Transmission Method and Attachment Type.

Click the **Remove** link to remove the entire row.

Transmission Method	File	Attachment Type	Action
EL-Electronic Only	Nurse Notes.docx	NN-Nursing Notes	Remove
EL-Electronic Only	Benefit Letter.docx	59-Benefit Letter	Remove

☐ Click to collapse.

***Transmission Method**

***Upload File**

***Attachment Type**

3

3. Click the Resubmit button to review the PA information.

Submitting Additional Information, continued

4

Referring Provider Information

Provider ID

1831573690

ID Type

NPI

Name

Service Provider Information

Provider ID

1831573690

ID Type

NPI

Name

Location

_

Expand All | Collapse All

Diagnosis Information

Please note that the 1st diagnosis entered is considered to be the principal (primary) Diagnosis Code.

Diagnosis Type	Diagnosis Code
ICD-10-CM	T7500XA-Unspecified effects of lightning, initial encounter

Service Details

Line #	From Date	To Date	Code	Modifiers	Units	
+	1	01/01/2018	01/01/2019	CPT/HCPCS A6413-Adhesive bandage, first-aid		1

Attachments

Transmission Method	File	Attachment Type
EL-Electronic Only	Nurse Notes.docx	NN-Nursing Notes
EL-Electronic Only	Benefit Letter.docx	59-Benefit Letter

Back

5 Confirm

Cancel

- Review the information.
- Click the Confirm button.

- NOTE: The PA number remains the same as the original PA request when resubmitting the PA request.

Options if a PA is not approved



Denied Prior Authorization

If a prior authorization is denied by Nevada Medicaid, the provider has the following options:

- Request a Peer-to-Peer Review (avenue used in order to clarify why the request was denied or approved with modifications).
- Submit a Reconsideration Request (avenue used when the provider has additional information that was not included in the original request).
- Request a Medicaid Provider Hearing.

Peer-to-Peer Review

- The intent of a peer-to-peer review is to clarify the reason the PA request was denied or approved but modified.
- This is a verbal discussion between the requesting clinician and the clinician that reviewed the request for medical necessity.
- The provider is responsible for having a licensed clinician who is knowledgeable about the case participate in the peer-to-peer review.
- Additional information is not allowed to be presented because all medical information must be in writing and attached to the case.
- Must be requested within 10 business days of the denial.
- Peer-to-peer reviews can be requested by emailing: nvpeer_to_peer@dxc.com.
- Only available for denials related to the medical necessity of the service.
 - A peer-to-peer review is not required prior to a reconsideration, but once a reconsideration is requested, a peer-to-peer review is no longer an option.

Reconsideration Request

- Reconsiderations can be uploaded via the Provider Web Portal by completing an FA-29B form and uploading the form to the “File Exchange” on the Provider Web Portal.
- Additional medical documentation is reviewed to support the medical necessity.
- The information is reviewed by a different clinician than reviewed the original documentation.
- A peer-to-peer review is not required prior to a reconsideration, but once a reconsideration is requested, a peer-to-peer review is no longer an option.

Reconsideration Request, continued

- A reconsideration must be requested within 30 calendar days from the date of the denial, except for Residential Treatment Center (RTC) services, which must be requested within 90 calendar days.
- The 30-day provider deadline for reconsideration is independent of the 10-day deadline for peer-to-peer review.
- Give a synopsis of the medical necessity not presented previously. Include only the medical records that support the issues identified in the synopsis. Voluminous documentation will not be reviewed. It is the provider's responsibility to identify the pertinent information in the synopsis.
- Only available for denials related to the medical necessity of the service.

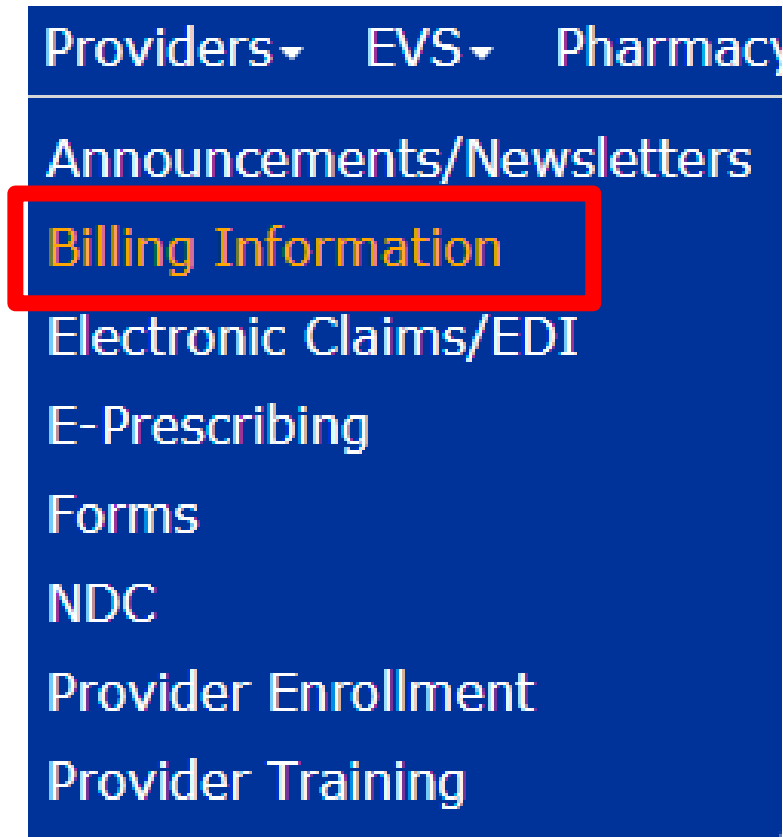
Medicaid Provider Hearing

- Review Chapter 3100 (Hearings) of the Medicaid Services Manual located on the DHCFP website for further information regarding the Hearing Process.

Medicaid Billing Information



Locating Medicaid Billing Information



- Step 1: Highlight **Providers** from top blue tool bar.
- Step 2: Select **Billing Information** from the drop-down menu.

Locating Medicaid Billing Information, continued

Billing Information

Effective February 1, 2019, all providers will be required to submit their claims electronically (using Trading Partners or Direct Data Entry [DDE]), as paper claims submission will no longer be accepted with the go-live of the new modernized Medicaid Management Information System (MMIS). Please continue to review the modernization-related web announcements at <https://www.medicaid.nv.gov/providers/Modernization.aspx> for further details.

Attention All Providers: Requirements on When to Use the National Provider Identifier (NPI) of an Ordering, Prescribing or Referring (OPR) Provider on Claims [[Web Announcement 1711](#)]

FAQs: National Correct Coding Initiative (NCCI) Claim Review Edits [[Review Now](#)]
Clinical Claim Editor FAQs Updated December 5, 2011 [[Review Now](#)]
Third Party Liability Frequently Asked Questions [[Review Now](#)]

Billing Manual

For Archives [Click here](#)

Title	File Size	Last Update
Billing Manual	1 MB	02/01/2019

Review the Billing Manual for more information regarding:

- Intro to Medicaid
- Contact Info
- Recipient Eligibility
- PA
- TPL
- EDI
- FAQ's
- Claims Processing and Beyond

Locating Medicaid Billing Information, continued

Producers EVS Pharmacy Prior Authorization Quick Links Calendar

Centers, Outpatient Hospitals and Durable Medical Equipment Providers: Reminder Regarding National Correct Coding Initiative (NCCI) Medically Unlikely Edits (MUEs)
[View All Web Announcements](#)

Featured Links

[Authorization Criteria](#)
[DHCPS Home](#)
[EDI Enrollment Forms and Information](#)
[EVS User Manual](#)
[Online Provider Enrollment](#)
[Provider Login \(EVS\)](#)
[Prior Authorization](#)

Title	Last Update
ADA (Version 2012) Claim Form Instructions	01/28/16
CMS-1500 (02-12) Claim Form Instructions	07/27/17
UB Claim Form Instructions	05/30/17

Billing Manual
For Archives [Click here](#)

Title	File Size	Last Update
Billing Manual	2 MB	09/01/2017

[Billing Guidelines \(by Provider Type\)](#)

The Nevada Provider Web Portal update resulted in a complete change in the website and its associated webpages. Users of the secure Provider Web Portal are advised to remove all previously bookmarked pages and clear any previous activity in your browser to assist with accessing the system. You can clear previous activity in most browsers by navigating to your menu item for internet or browser options and deleting cookies, temporary internet files, and web form information.

PCS, Prior Authorization and Web Portal Upgrade Frequently Asked Questions (FAQs) [\[Review\]](#)

- Locate the section header “Billing Guidelines (by Provider Type)”
- Select appropriate Provider Type Guideline

64	Hospice	01/31/19
65	Hospice, Long Term Care	01/31/19

Medicaid Billing Information, continued

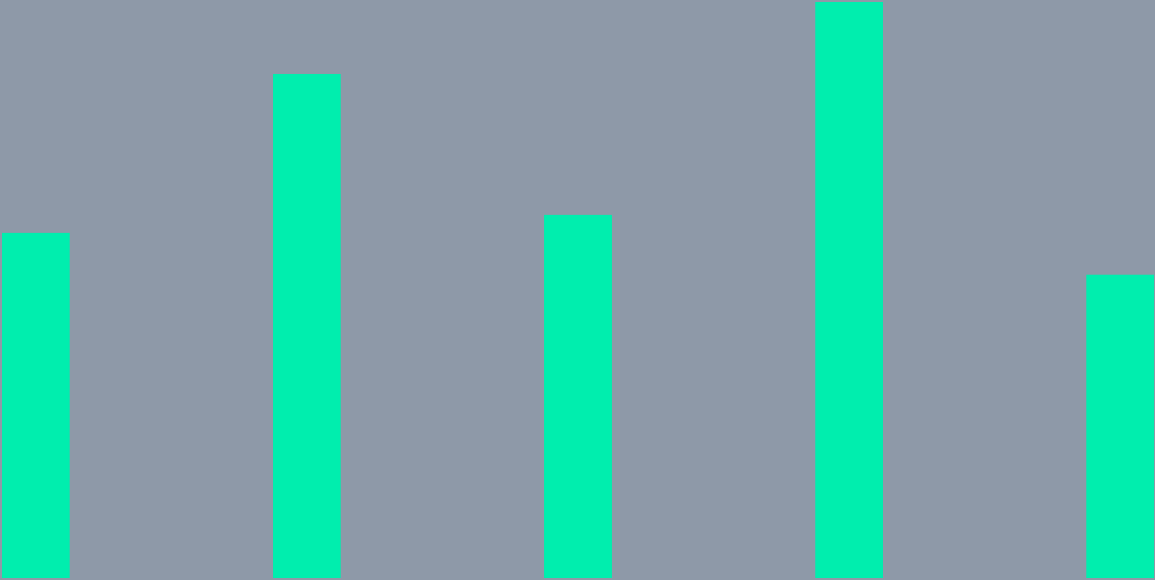
Provider Type 64

- Must bill only using Revenue Codes.
- As of October 2, 2017, do not bill with procedure codes.
- All claims are to be billed monthly.
- Claims should be submitted during the first week of the month following the month of service.
- Do not include a prior authorization number on the claim but retain the PA number.

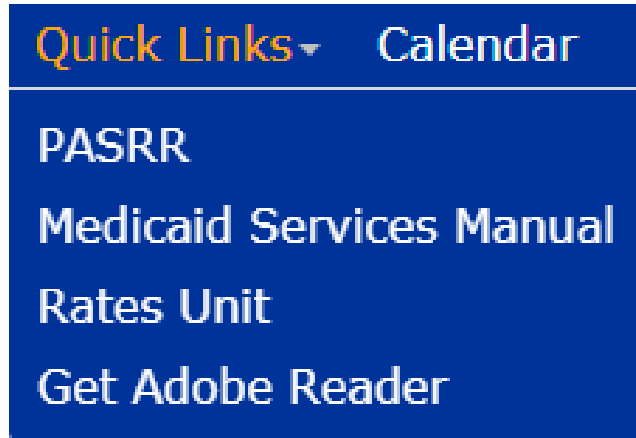
Provider Type 65

- Use this provider type to receive Room and Board reimbursement.
- All claims are to be billed monthly.
- Claims should be submitted during the first week of the month following the month of service.
- The NPI of the Nursing Facility from which the recipient was transferred, if applicable, must be provided in Loop 2310B NM109 of the 837I electronic transaction.
- Do not include a prior authorization number on the claim but retain the PA number.
- All hospice-enrolled recipients must have a Pre-Admission Screening Resident Review (PASRR) and Level of Care (LOC) prior to admission.

DHCFP Rates Unit



DHCFP Rates Unit



- Step 1: Highlight **Quick Links** from tool bar at www.medicaid.nv.gov.
- Step 2: Select **Rates Unit**.
- Step 3: From new window, select **Accept**.



DHCFP Rates Unit, continued

RATE ANALYSIS & DEVELOPMENT

Nevada Medicaid

The Rate Analysis & Development Unit is responsible for: rate development; rate study/review; rate appeals; annual and quarterly updates; and nursing facility rates.

Nevada Medicaid administers the program with provisions of the Nevada Medicaid State Plan, Titles XI and XIX for the Social Security Act, all applicable Federal regulations and other official issuance of the Department. Methods and standards used to determine rates for inpatient and outpatient services are located in the State Plan under Attachments 4.19 A through E.



- [How Medicaid Financing and Reimbursement Work](#)

New Codes for 2019


- [Annual New Code Update Process](#) 
- [2019 Annual Update](#) 
- [Update on the 2019 New Codes](#) 
- [2019 Covered Codes](#) 
- [2019 ASC Covered Codes](#) 

Fee Schedule Search


Nevada Medicaid has a new feature on the Medicaid.nv.gov website under the Provider "Home" page (EVS). The new feature will allow Providers to not only view fee schedules, but also the ability to verify member eligibility, search for claims, payment information and Remittance Advices. For modifier or anesthesia base units, see the appropriate links below. Please refer to the appropriate Medicaid policy to fully determine coverage as well as any coverage limitations. Medicaid policy takes precedence over any code and rate listed here for a particular provider type.

- [Fee Schedule Search](#)
- [Web Portal User Manual](#)
- [Anesthesiology Unit Values](#) 
- [Nevada Medicaid Modifier Listing](#) 

Fee Schedules

The fee schedules found here are updated on an annual basis, sometimes more frequently. Information regarding the [annual new code update](#)  may be found on this website.

The information contained in these schedules is made available to provide information and is not a guarantee by the State or the Department or its employees as to the present accuracy of the information contained herein.

- [Managed Care Capitation Rates](#)  - Pending CMS Approval
- [Fee-for-Service PDF Fee Schedules](#)

Contact

rates@dhcfp.nv.gov

Rate Recycles

Rate Recycle Reports will be posted here weekly. Please check this section regularly to stay informed.

[Pending Recycles](#) 

• Locate the “Fee-for-Service PDF Fee Schedules” from the Fee Schedules section.

DHCFP Rates Unit, continued

FEE SCHEDULES

The information contained in these schedules is made available to provide information and is not a guarantee by the State or the Department or its employees as to the present accuracy of the information contained herein.

- **Provider Type 64**
 - [Provider Type 64 FFY 16 Reimbursement Rates](#) 
 - [Provider Type 64 FFY 17 Reimbursement Rates](#) 
 - [Provider Type 64 FFY 18 Reimbursement Rates - Compliant](#) 
 - [Provider Type 64 FFY 18 Reimbursement Rates - Non-Compliant](#) 
 - [Provider Type 64 FFY 19 Reimbursement Rates - Compliant](#) 
 - [Provider Type 64 FFY 19 Reimbursement Rates - Non-Compliant](#) 

- Select Appropriate Title to open the PDF pertaining to the Reimbursement Schedule.
- Provider Type 65 rates are reimbursed at a rate of 95% of Nursing Facilities. For information regarding Nursing Facility Rates, see next slide.

DHCFP Rates Unit, continued

Nursing Facilities

Rates are acuity-adjusted on a quarterly basis. Reimbursement methodology may be found in the State Plan, Attachment 4.19-D.




If you need information regarding Nursing Facility rates other than what is provided below, you may contact our office and our staff may assist you; 775-684-7972.

- [PDF Nursing Facility Rates](#)

- While on the Rates Unit Page, locate the Nursing Facilities section and select PDF Nursing Facility Rates.

NURSING FACILITIES

2019 Nursing Facility Rates

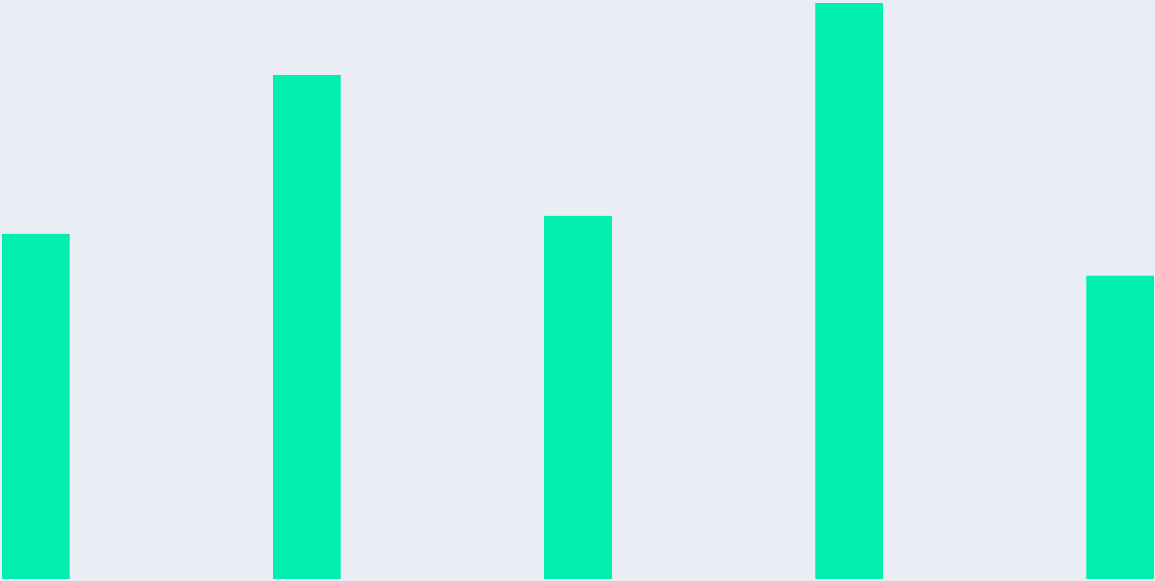
- [January 2019 Nursing Facility Rates](#) 
- [October 2018 Nursing Facility Rates](#) 
- [July 2018 Nursing Facility Rates](#) 

- From the next page, select the most recent Rate schedule. Please note that these rates are updated and posted each quarter.

Submitting an Institutional Claim via the EVS Secure Provider Web Portal (Direct Data Entry / DDE)



Understanding Claims Sub Menus

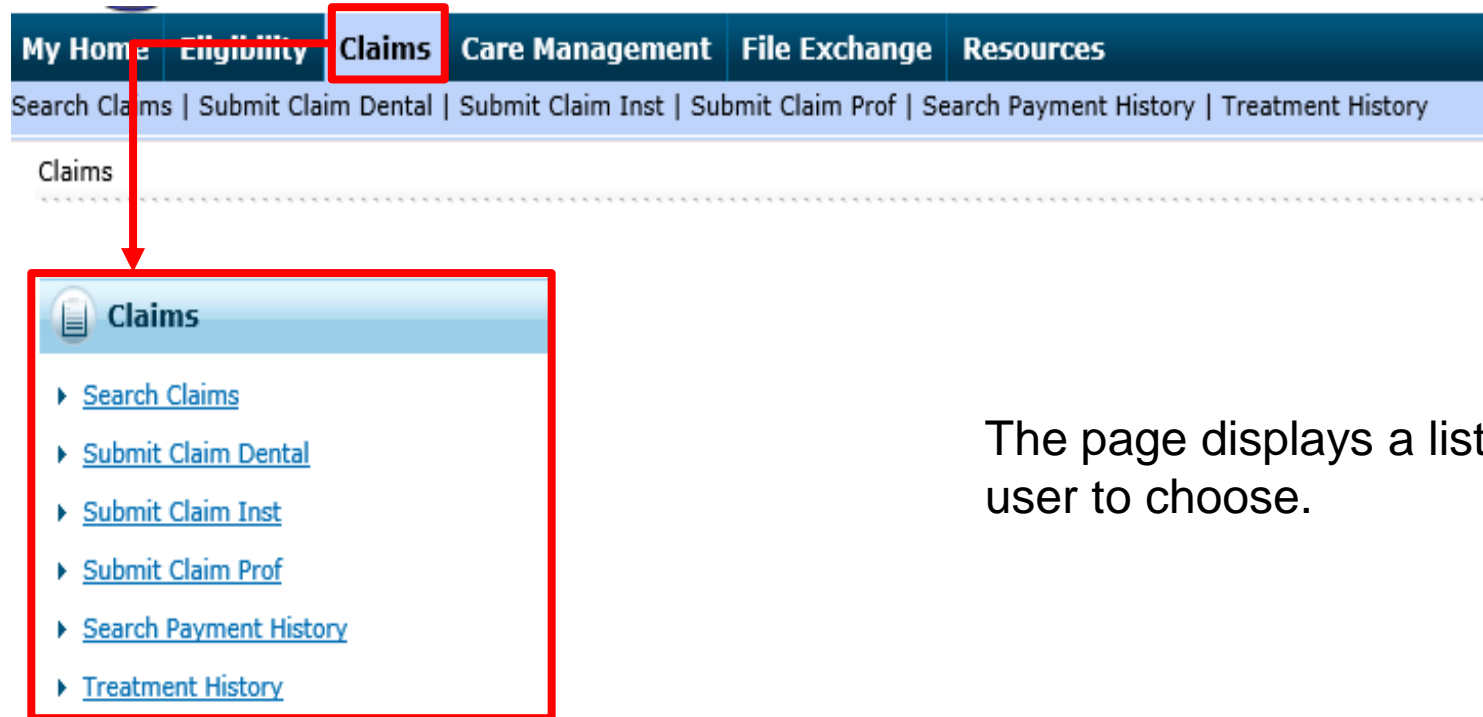


Understanding Claim Sub Menus



1. Hover over **Claims**.
2. Select the appropriate sub menu from the options.

Understanding Claim Sub Menus, continued



The page displays a listing of Claim activities for the user to choose.

Submitting an Inpatient Claim for Provider Type 65



Submitting an Inpatient Claim

The Institutional Claim submission process is broken out into three main steps:

- **Step 1** - Provider, Patient and Claim Information plus an option to add Other Insurance details
- **Step 2** - Diagnosis Codes
- **Step 3** - Service Details and Attachments

Submitting an Inpatient Claim, continued



The screenshot displays the Nevada Department of Health and Human Services Provider Portal. At the top left is the state seal of Nevada. To its right is the text "Nevada Department of Health and Human Services" and "Division of Health Care Financing and Policy Provider Portal". Below this is a navigation bar with tabs: "My Home", "Eligibility", "Claims", "Care Management", "File Exchange", and "Resources". The "Claims" tab is highlighted with a red box and a callout bubble labeled "1". Below the navigation bar is a sub-menu with links: "Search Claims", "Submit Claim Dental", "Submit Claim Inst", "Submit Claim Prof", and "Search Payment History". The "Submit Claim Inst" link is highlighted with a red box and a callout bubble labeled "2". Below the sub-menu is a section titled "Claims" with a list of links: "Search Claims", "Submit Claim Dental", "Submit Claim Inst", "Submit Claim Prof", "Search Payment History", and "Treatment History".

1. Hover over the **Claims** tab.
2. Select **Submit Claim Inst.**

Submitting an Inpatient Claim, continued



Nevada Department of Health and Human Services
Division of Health Care Financing and Policy Provider Portal

My HomeEligibilityClaimsCare ManagementFile ExchangeResources

Search Claims | Submit Claim Dental | **Submit Claim Inst** | Submit Claim Prof | Search Payment History | Treatment History

Claims > Submit Claim Inst

Submit Institutional Claim: Step 1

* Indicates a required field.

Provider Information

If Surgical Procedure Code(s) are to be submitted with the claim, an O

Billable Provider ID: 1216102205

Claim Type

Inpatient

Inpatient

Crossover Inpatient

Outpatient

Crossover Outpatient

Long Term Care

When selecting the **Claim Type**, each claim form will vary. Each hospice provider will need to determine the correct type and some basic guidelines should be followed, which is outlined below:

Provider Type 65. Long Term Care should be selected.

The information above is not all inclusive and is based on a case-by-case basis.

Submitting an Inpatient Claim – Step 1

Submit Institutional Claim: Step 1

* Indicates a required field.

Claim Type Inpatient

Provider Information

If Surgical Procedure Code(s) are to be submitted with the claim, an Operating Provider ID is required.

Billing Provider ID 1255360160 **ID Type** NPI

***Billing Provider Service Location** 10-CARSON TAHOE HOSPITAL-1600 MEDICAL PARKWAY,CARSON CITY,NEVADA,897034625

Institutional Provider ID **ID Type**

Attending Provider ID **ID Type**

Operating Provider ID **ID Type**

Other Operating Provider ID **ID Type**

Referring Provider ID **ID Type**

Patient Information

***Recipient ID**

Last Name **First Name**

Birth Date

Claim Information

***Covered Dates** -

***Admission Date/Hour** (hh:mm) **Discharge Hour** (hh:mm)

***Admission Type**

***Admission Source**

***Admitting Diagnosis Type** ICD-10-CM **Admitting Diagnosis**

***Patient Status**

***Facility Type Code**

***Patient Number**

Authorization Number

Include Other Insurance ☐

Total Charged Amount \$0.00

Continue **Cancel**

Once the user clicks on the **Submit Claim Inst** tab, this “Submit Institutional Claim: Step 1” page is displayed, with all three sub-sections included:

- A. Provider Information
- B. Patient Information
- C. Claim Information

NOTE: All of the fields marked with a red asterisk (*) are required.

To begin Step 1, the user will:

- Select **Inpatient** from the **Claims Type** drop-down.

Submitting an Inpatient Claim – Step 1, continued

Provider Information

3

Provider Information

If Surgical Procedure Code(s) are to be submitted with the claim, an Operating Provider ID is required.

Billing Provider ID

1104870187

ID Type

NPI

*Billing Provider Service Location

4

Institutional Provider ID

ID Type

Attending Provider ID

ID Type

Operating Provider ID

ID Type

Other Operating Provider ID

ID Type

Referring Provider ID

ID Type

If the Billing Provider has multiple locations, as in this example of an Institutional Inpatient claim associated with a hospital, the **Billing Provider Service Location** field does not pre-populate.

For this type of claim, the user will:

- 3. Select the appropriate **Billing Provider Service Location** from the drop-down option.
- 4. Enter the **Attending Provider ID**.

NOTE: For PT 65, the Nursing Facility NPI should be entered in the **Operating Provider ID** field.

Submitting an Inpatient Claim – Step 1, continued

Provider Information

5 **Provider ID Search** [Back to Claims](#) ?

Search By ID Search By Name Search By Organization

* Indicates a required field.

6 **Provider ID** 1952455032 **Provider ID Type** NPI

7 **Search** **Cancel**

Search Results: NPI 1952455032 ?

Duplicate providers may appear in the results since a unique row is created for each specialty. Total Records: 1

<u>Provider ID</u> ▼	<u>Provider Name</u>	<u>Provider Type</u>	<u>Address</u>	<u>City</u>	<u>State</u>	<u>Zip Code</u>
1952455032 (NPI)	IDA B LESTER	Physician, M.D., Osteopath, D.O.	1664 N VIRGINIA ST MAIL STOP 1	RENO	NEVADA	89557-7777

5. Select the desired search method.
6. Enter Provider ID and Provider ID Type.
7. Click the **Search** button, and the search results populate at the bottom.
8. Click the hyperlink in the **Provider ID** column with correct Provider ID.

NOTE: The user can also search by the **Search By Name** or **Search By Organization** tabs.

Submitting an Inpatient Claim – Step 1, continued

Provider Information

Provider Information

If Surgical Procedure Code(s) are to be submitted with the claim, an Operating Provider ID is required.

Billing Provider ID	1255360160	ID Type	NPI
*Billing Provider Service Location	10-CARSON TAHOE HOSPITAL-1600 MEDICAL PARKWAY,CARSON CITY,NEVADA,897034625		
Institutional Provider ID	<input type="text"/>	ID Type	<input type="text"/>
Attending Provider ID	1952455032	ID Type	NPI
Operating Provider ID	<input type="text"/>	ID Type	<input type="text"/>
Other Operating Provider ID	<input type="text"/>	ID Type	<input type="text"/>
Referring Provider ID	<input type="text"/>	ID Type	<input type="text"/>

Once the user clicks the Provider ID, it will populate into the **Attending Provider ID** field.

Submitting an Inpatient Claim – Step 1, continued

Patient Information

Patient Information	
9	*Recipient ID 96536412536
Last Name	VBLWNBF
Birth Date	10/03/1983
First Name	QPRB

9. Enter the 11-digit recipient ID into the **Recipient ID** field and click outside the field to populate **Last Name**, **First Name** and **Birth Date**.

Submitting an Inpatient Claim – Step 1, continued

Claim Information

Claim Information

*Covered Dates	09/17/2018 - 09/21/2018	
*Admission Date/Hour	09/17/2018 (hh:mm)	Discharge Hour (hh:mm)
*Admission Type	1-Emergency	
*Admitting Diagnosis Type	ICD-10-CM	
*Patient Status	01-Discharged to Home or Self Ca	
*Patient Number	123456	
*Admission Source	1-Non - Health Care Facility Point of Origin	
*Admitting Diagnosis	G40011-Local-rel idio epi w seiz of loc onset,	
*Facility Type Code	111-Hospital Inpatient (Including Medicare	
Authorization Number		
Include Other Insurance	<input checked="" type="checkbox"/>	Total Charged Amount \$0.00

11 Continue Cancel

10. The following required fields (*) must be completed:

- **Covered Dates**
- **Admission Date/Hour**
- **Admission Type**
- **Admitting Diagnosis Type**
- **Patient Status**
- **Patient Number**
- **Admission Source**
- **Admitting Diagnosis**
- **Facility Type Code**
 - When selecting a Facility Type Code, Hospice providers should select a code that begins with 66_

NOTE: For this example, the user has checked the **Include Other Insurance** field to indicate that additional insurance will be added in subsequent steps.

11. Click the **Continue** button

Submitting an Inpatient Claim – Step 2

Diagnosis Codes

Submit Institutional Claim: Step 2

* Indicates a required field.

Claim Type Inpatient

Provider Information

Billing Provider ID 1154317964 ID Type NPI

Patient and Claim Information

Recipient ID 96536412536
Recipient QPRB VBLWNB
Birth Date 10/03/1983
Covered Dates 09/11/2018 - 09/14/2018
Admitting Diagnosis Type ICD-10-CM

Gender Female
Total Charged Amount \$0.00
Admission Date/Hour 09/11/2018 - _
Admitting Diagnosis G40011-Local-rel idio epi w seiz of loc onset, ntrct, w stat epi

[Expand All](#) | [Collapse All](#)

Diagnosis Codes

Select the row number to edit the row. Click the **Remove** link to remove the entire row.
Please note that the 1st diagnosis entered is considered to be the principal (primary) Diagnosis Code.

#	Diagnosis Type	Diagnosis Code	POA	Action
<u>1</u>				

1

*Diagnosis Type ICD-10-CM

*Diagnosis Code

Present on Admission No

Add

Reset

Once the user clicks the **Continue** button, the “Submit Institutional Claim: Step 2” page is displayed with all the panels expanded.

Submitting an Inpatient Claim – Step 2, continued

Diagnosis Codes

[Expand All](#) | [Collapse All](#)

Diagnosis Codes

Select the row number to edit the row. Click the **Remove** link to remove the entire row.
Please note that the 1st diagnosis entered is considered to be the principal (primary) Diagnosis Code.

#	Diagnosis Type	Diagnosis Code	POA	Action
1	ICD-10-CM	B088-Oth viral infections with skin and mucous membrane lesions	Yes	Remove
2	ICD-10-CM	B012-Varicella pneumonia	Yes	Remove
3				

1 *Diagnosis Type ICD-10-CM

Present on Admission No

3 [Add](#) [Reset](#)

2 *Diagnosis Code B01

- B010-Varicella meningitis
- B0111-Varicella encephalitis and encephalomyelitis
- B0112-Varicella myelitis
- B012-Varicella pneumonia
- B0181-Varicella keratitis
- B0189-Other varicella complications
- B019-Varicella without complication

External Cause of Injury Diagnosis Codes

Other Insurance Details

To add a code, the user will:

1. Choose a **Diagnosis Type** (Auto-populates as “ICD-10-CM”, but “ICD-9-CM” is also available).
2. Enter the **Diagnosis Code**.
3. Click the **Add** button.

NOTE: The **Diagnosis Code** field contains a predictive search feature using the first three characters of the code or code description.

Submitting an Inpatient Claim – Step 2, continued

Diagnosis Codes

1	ICD-10-CM	B088-Oth viral infections with skin and mucous membrane lesions	Yes	Remove
2	ICD-10-CM	B012-Varicella pneumonia	Yes	Remove
3				

3 *Diagnosis Type *Diagnosis Code

Present on Admission

[Add](#) [Reset](#)

External Cause of Injury Diagnosis Codes [+](#)

Other Insurance Details [-](#)

Enter the carrier and policy holder information below.

Enter other carrier Remittance Advice details here for the claim or with each service line. Enter adjusted payment details, such as reason codes, in the Claim Adjustment Details section.

Click the **Remove** link to remove the entire row.

[Refresh Other Insurance](#)

#	Carrier Name	Carrier ID	Policy ID	Payer Paid Amount	Paid Date	Action
1	Medicare	123456987	12345678910		10/01/2018	Remove

[+](#) Click to add a new other insurance.

Condition Codes [+](#)

Occurrence Codes [+](#)

Value Codes [+](#)

Surgical Procedures [+](#)

[Back to Step 1](#) **4** [Continue](#) [Cancel](#)

Click the **Remove** link to remove a diagnosis code from the claim.

Once all the diagnosis codes have been entered, the user will:

4. Click the **Continue** button to proceed to Step 3.

Submitting an Inpatient Claim – Step 3

Service Details

Other Insurance Details					
#	Carrier Name	Carrier ID	Policy ID	Payer Paid Amount	Paid Date
1	Medicare	123456987	12345678910		10/01/2018

Service Details							
Select the row number to edit the row. Click the Remove link to remove the entire row.							
Svc #	Revenue Code	HCP/PCS/Proc Code	From Date	To Date	Units	Charge Amount	Action
1	0120-R&B-Semi-Pvt-2 Bed-General				4.000 Unit	\$350.00	Remove
2	0250-Pharmacy (Drugs)-General				1.000 Unit	\$500.25	Remove
3	0320-Dx X-Ray-General				1.000 Unit	\$1,500.31	Remove
4	0300-Laboratory (Lab)-General				1.000 Unit	\$621.52	Remove
5					0.000		

1

5

*Revenue Code

HCP/PCS/Proc Code

Modifiers

From Date

To Date

*Units

0.000

*Unit Type

Unit

*Charge Amount

2

Add

Reset

Attachments	

3

Back to Step 1

Back to Step 2

Submit

Cancel

The user will enter the Service Details using the same process below:

1. Enter the required fields.
2. Click the **Add** button.
3. Click the **Submit** button.

Submitting an Inpatient Claim, continued

Other Insurance Details							
#	Carrier Name	Carrier ID	Policy ID	Payer Paid Amount	Paid Date		
1	Medicare	123456987	12345678910		10/01/2018		

Service Details							
Svc #	Revenue Code	HCPCS/Proc Code	Mod	From Date	To Date	Units/Type	Charge Amount
1	0120-R&B-Semi-Pvt-2 Bed-General					4.000 Unit	\$350.00
2	0250-Pharmacy (Drugs)-General					1.000 Unit	\$500.25
3	0320-Dx X-Ray-General					1.000 Unit	\$1,500.31
4	0300-Laboratory (Lab)-General					1.000 Unit	\$621.52

No External Cause of Injury Diagnosis Codes exist for this claim

No Condition Codes exist for this claim

No Occurrence Codes exist for this claim

No Value Codes exist for this claim

No Surgical Procedures exist for this claim

No Attachments exist for this claim

Back to Step 1Back to Step 2Back to Step 3Print Preview

4

ConfirmCancel

At this point, the user has the option to:

- Go back to any previous step if needed by clicking one of the **Back to Step...** buttons.
- Print a copy of the page by clicking the **Print Preview** button.
- Cancel the claim submission by clicking the **Cancel** button.

To continue, the user must:

4. Click the **Confirm** button.

Submitting an Inpatient Claim, continued

Submit Inpatient Claim: Confirmation

Inpatient Claim Receipt

Your Inpatient Claim was successfully submitted. The claim status is Finalized Payment.

The Claim ID is 2218269000008.

Click **Print Preview** to view the claim details as they have been saved on the payer's system.
Click **Copy** to copy member or claim data.
Click **Adjust** to resubmit the claim.
Click **New** to submit a new claim.
Click **View** to view the details of the submitted claim.

Print Preview **Copy** **Adjust** **New** **View**

NOTE: The Claim ID is the same as ICN

The **Submit Inpatient Claim: Confirmation** will appear after the claim has been submitted. It will display the claim status and Claim ID.

The user may then:

- Click the **Print Preview** button to view the claim details.
- Click the **Copy** button to copy claim data and start a new claim using identical details.
- Click the **Adjust** button to adjust a submitted claim.
- Click the **New** button to submit a new claim.
- Click the **View** button to view the details of the submitted claim, including adjudication errors.

Submitting an Outpatient Claim for Provider Type 64



Submitting an Outpatient Claim – Step 1

Submit Institutional Claim: Step 1 1

* Indicates a required field.

Claim Type Outpatient

Provider Information

If Surgical Procedure Code(s) are to be submitted with the claim, an Operating Provider ID is required.

Billing Provider ID 1255360160 **ID Type** NPI

***Billing Provider Service Location** 10-CARSON TAHOE HOSPITAL-1600 MEDICAL PARKWAY,CARSON CITY,NEVADA,897034625

Institutional Provider ID **ID Type**

Attending Provider ID **ID Type**

Operating Provider ID **ID Type**

Other Operating Provider ID **ID Type**

Referring Provider ID **ID Type**

Patient Information

***Recipient ID** 67032685329

Last Name GIOXBIK **First Name** MROBMLV

Birth Date 05/01/2002

Claim Information

***Covered Dates** 09/24/2018 - 09/29/2018

Admission Date/Hour (hh:mm) **Discharge Hour** (hh:mm)

***Admission Type** 1-Emergency **Admission Source** 1-Non - Health Care Facility Point of Origin

Admitting Diagnosis Type ICD-10-CM **Admitting Diagnosis**

***Patient Status** 01-Discharged to Home or Self Ca **Facility Type Code** 132-Hospital Outpatient: Interim - First Cl

***Patient Number** 123456 **Authorization Number**

Include Other Insurance ☐

Total Charged Amount \$0.00

3 **Continue** **Cancel**

To submit an Outpatient Institutional Claim, the user will proceed with the same steps as shown on the previous slides.

To complete **Step 1**, the user will:

1. Select the Claim Type.
2. Complete all three sub-sections:
 - A. Provider Information
 - B. Patient Information
 - C. Claim Information
3. Click the **Continue** button.

Submitting an Outpatient Claim – Step 2

Submit Institutional Claim: Step 2

* Indicates a required field.

Claim Type: Outpatient

Provider Information

Billing Provider ID: 1255360160 ID Type: NPI

Patient and Claim Information

Recipient ID: 67032685329
Recipient: MROBMLV V GIOXBIK
Birth Date: 05/01/2002
Covered Dates: 09/24/2018 - 09/29/2018
Gender: Female
Total Charged Amount: \$0.00

Diagnosis Codes

Select the row number to edit the row. Click the **Remove** link to remove the entire row.
Please note that the 1st diagnosis entered is considered to be the principal (primary) Diagnosis Code.

#	Diagnosis Type	Diagnosis Code	Action
1	ICD-10-CM	G40009-Local-rel idio epi w seiz of loc onst,not ntrct,w/o stat epi	Remove
2	ICD-10-CM	G40111-Local-rel symptc epi w simple part seiz, ntrct, w stat epi	Remove

4 *Diagnosis Type: ICD-10-CM **5** *Diagnosis Code:

6 [Add](#) [Reset](#)

7 [Continue](#) [Cancel](#)

[Back to Step 1](#)

To complete Step 2, the user will need to enter diagnosis codes.

To add a code, the user will:

4. Choose a **Diagnosis Type** (Auto-populates as “ICD-10-CM”, but “ICD-9-CM” is also available).
5. Enter the **Diagnosis Code**.
6. Click the **Add** button.
7. Click the **Continue** button.

Submitting an Outpatient Claim – Step 3

Submit Institutional Claim: Step 3 ?

* Indicates a required field.

Claim Type Outpatient

Provider Information

Billing Provider ID 1255360160 ID Type NPI

Patient and Claim Information

Recipient ID 67032685329
Recipient MROBMLV V GIOXBIK Gender Female
Birth Date 05/01/2002 Total Charged Amount \$900.00
Covered Dates 09/24/2018 - 09/29/2018

[Expand All](#) | [Collapse All](#)

Diagnosis Codes

Service Details

Select the row number to edit the row. Click the **Remove** link to remove the entire row.

Svc #	Revenue Code	HCPCS/Proc Code	From Date	To Date	Units	Charge Amount	Action
1	0300-Laboratory (Lab)-General				2.000 Unit	\$525.00	Remove
2	0320-Dx X-Ray-General				2.000 Unit	\$375.00	Remove
3					0.000		

3 *Revenue Code HCPCS/Proc Code

Modifiers

From Date To Date *Units *Unit Type

*Charge Amount

NDCs for Svc. # 3

[Add](#) [Reset](#)

Attachments

Click the **Remove** link to remove the entire row.

#	Transmission Method	File	Control #	Attachment Type	Action
Click to add attachment.					

[Back to Step 1](#) [Back to Step 2](#)

[Submit](#) [Cancel](#)

To complete Step 3, the user will enter the Service Details, using the process below:

8. Enter the required fields.

9. Click the **Add** button.

10. Click the **Submit** button.

Submitting an Outpatient Claim, continued

Claim Information							
Covered Dates		09/24/2018 - 09/29/2018		Admission Date/Hour		_ _	
Admission Type		1-Emergency		Admission Source		1	
Admitting Diagnosis Type		_		Discharge Hour		_	
Admitting Diagnosis		_		Facility Type Code		132-Hospital Outpatient; Interim - First Claim	
Patient Status		01		Authorization Number		_	
Patient Number		123456					
Previous Claim ICN		_					
Note		_					
				Total Charged Amount \$900.00			
Expand All Collapse All							
Diagnosis Codes							
Service Details							
Svc #	Revenue Code	HCPCS/Proc Code	Mod	From Date	To Date	Units/Type	Charge Amount
1	0300-Laboratory (Lab)-General					2.000 Unit	\$525.00
2	0320-Dx X-Ray-General					2.000 Unit	\$375.00
No External Cause of Injury Diagnosis Codes exist for this claim							
No Patient Reason for Visit Diagnosis Codes exist for this claim							
No Other Insurance Details exist for this claim							
No Condition Codes exist for this claim							
No Occurrence Codes exist for this claim							
No Value Codes exist for this claim							
No Surgical Procedures exist for this claim							
No Attachments exist for this claim							
Back to Step 1 Back to Step 2 Back to Step 3 Print Preview				11 Confirm Cancel			

At this point the user has the option to:

- Go back to any previous step if needed by clicking one of the **Back to Step...** buttons.
- Print a copy of the page by clicking the **Print Preview** button.
- Cancel the claim submission by clicking the **Cancel** button.

To continue, the user must:

11. Click the **Confirm** button.

Submitting an Outpatient Claim, continued

[Claims](#) > Claim Receipt

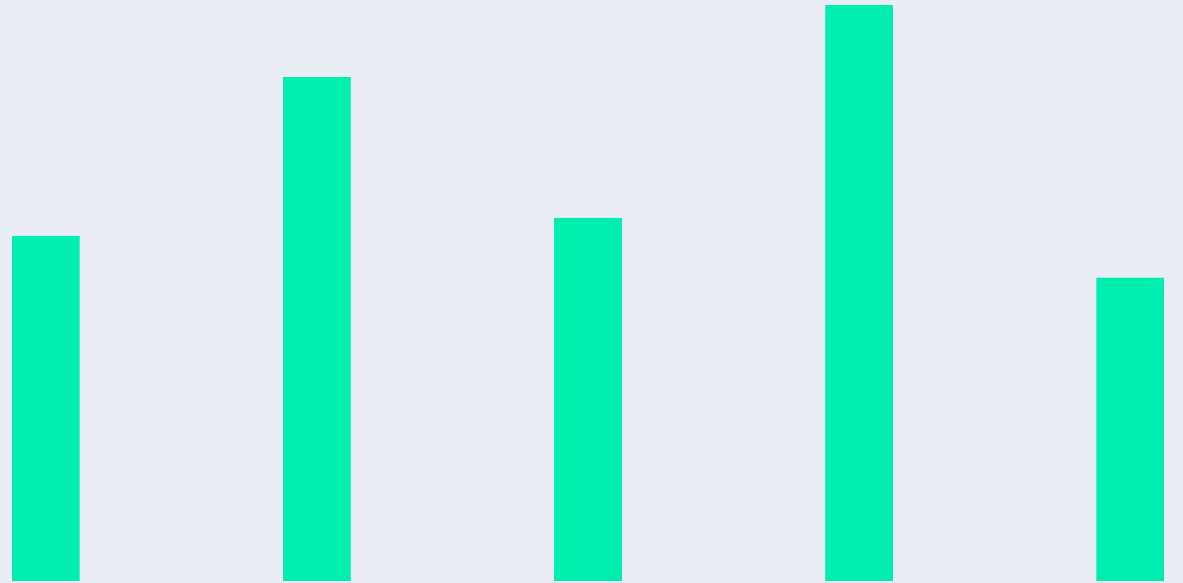
Submit Inpatient Claim: Confirmation
Inpatient Claim Receipt
Your Inpatient Claim was successfully submitted. The claim status is Finalized Payment. The Claim ID is 2218269000008 .
Click Print Preview to view the claim details as they have been saved on the payer's system. Click Copy to copy member or claim data. Click Adjust to resubmit the claim. Click New to submit a new claim. Click View to view the details of the submitted claim.
Print Preview Copy Adjust New View

The **Submit Outpatient Claim: Confirmation** will appear after the claim has been submitted. It will display the claim status and Claim ID.

The user may then:

- Click the **Print Preview** button to view claim details.
- Click the **Copy** button to copy claim data and start a new claim using identical details.
- Click the **Adjust** button to adjust the claim.
- Click the **New** button to submit a new claim.
- Click the **View** button to view the details of the submitted claim, including adjudication errors.

Submitting a Claim with Attachments



Submitting a Claim with Attachments

Service Details

Select the row number to edit the row. Click the **Remove** link to remove the entire row.

Svc #	Revenue Code	HCPSCS/Proc Code	From Date	To Date	Units	Charge Amount	Action
1	0120-R&B-Semi-Pvt-2 Bed-General		09/17/2018	09/21/2018	5.000 Days	\$2,500.62	Remove
2					0.000		

2

*Revenue Code

HCPSCS/Proc Code

Modifiers

From Date

To Date

*Units

0.000

*Unit Type

Unit

*Charge Amount

Add

Reset

Attachments

Select the row number to remove the entire row.

Transmission Method	File	Control #	Attachment Type	Action
<div><div>+</div>Click to add attachment.</div>				

Back to Step 1

Back to Step 2

Submit

Cancel

To upload attachments to an institutional claim:

1. Click the (+) sign on the **Attachments** panel.

Submitting a Claim with Attachments, continued

The screenshot shows a web form for submitting a claim with attachments. A file upload dialog is open, showing the 'This PC' view with the 'Desktop' folder selected. The file 'Test doc.pdf' is highlighted. The dialog has a 'File name' field containing 'Test doc.pdf' and a file type dropdown set to 'All Files (*.*)'. The 'Open' button is visible. The web form in the background has the following elements:

- Transmission Method**: A dropdown menu set to 'FT-File Transfer'.
- Upload File**: A text input field.
- Browse...**: A button next to the 'Upload File' field.
- Attachment Type**: A dropdown menu.
- Description**: A text input field.
- Buttons**: 'Add', 'Cancel', 'Back to Step 1', 'Back to Step 2', 'Submit', and 'Cancel'.

Numbered steps are indicated by hexagonal callouts:

- Step 2: Click the **Browse** button and locate the file on the user's computer to attach.
- Step 3: Locate and select the file.
- Step 4: Click the **Open** button.

2. Click the **Browse** button and locate the file on the user's computer to attach.

A window will then pop up. From there, the user will:

3. Locate and select the file.

4. Click the **Open** button.

NOTE: The **Transmission Method** field will populate with "FT - File Transfer" by default and does not need to be changed.

Submitting a Claim with Attachments, continued

Once the Attachment has been uploaded, the user will:

5. Select the type of attachment from the **Attachment Type** drop-down list.
6. Click the **Add** button to attach the file or click on the **Cancel** button to cancel and close the attachment line.

NOTE: A description of the attachment may be entered into the **Description** field, but it is not required.

Charge Amount: [] Units: 0.000 Unit type: UNIT EP301 Family Plan: []

Claim Number: [] Rendering Provider ID: [] ID Type: [v]

Rendering Provider Service Location: [] Referring Provider ID: [] ID Type: [v]

NDCs for Svc. # 3

Add Reset

Attachments

Click the Remove link to remove the entire row.

#	Transmission Method	File	Control #	Attachment Type	Action
Click to collapse.					
	*Transmission Method	FT-File Transfer			
	*Upload File	C:\Users\abarger\Desktop\Test doc.pdf			
	*Attachment Type	NN-Nursing Notes			
	Description				

6 Add Cancel

Back to Step 1 Back to Step 2 Submit Cancel

Submitting a Claim with Attachments, continued

3 0.000

3 *From Date To Date *Place of Service EMG

*Procedure Code Modifiers *Diagnosis Pointers

*Charge Amount *Units 0.000 *Unit Type Unit EPSDT ☐ Family Plan ☐

Clia Number

Rendering Provider ID ID Type

Rendering Provider Service Location

Referring Provider ID ID Type

NDCs for Svc. # 3

[Add](#) [Reset](#)

Attachments

Click the **Remove** link to remove the entire row.

#	Transmission Method	File	Control #	Attachment Type	Action
1	FT-File Transfer	Test doc.pdf (39K)	20180918859657	NN-Nursing Notes	Remove

[Click to add attachments](#)

[Back to Step 1](#) [Back to Step 2](#) **7** [Submit](#) [Cancel](#)

7. Click the **Submit** button to proceed.

NOTE: To remove any attachments, click the **Remove** link.

Submitting a Claim: Other Insurance Details



Submitting a Claim: Other Insurance Details

Claim Information

*Covered Dates ⓘ	09/17/2018 - 09/21/2018	
*Admission Date/Hour ⓘ	09/17/2018 (hh:mm)	Discharge Hour ⓘ (hh:mm)
*Admission Type ⓘ	1-Emergency	
*Admitting Diagnosis Type	ICD-10-CM	*Admission Source ⓘ
*Patient Status ⓘ	01-Discharged to Home or Self Ca	1-Non - Health Care Facility Point of Origin
*Patient Number	123456789	*Admitting Diagnosis ⓘ
		G40111-Local-rel symptc epi w simple part s
		*Facility Type Code
		111-Hospital Inpatient (Including Medicare)
		Authorization Number
		Total Charged Amount \$2,972.08

1 Include Other Insurance ☒

2

[Continue](#) [Cancel](#)

1. Check the **Include Other Insurance** checkbox located at the bottom of the page.
2. Click the **Continue** button.

Submitting a Claim: Other Insurance Details, continued



#	Diagnosis Type	Diagnosis Code
1	ICD-10-CM	G041-Tropical spastic paraplegia
2		

2

*Diagnosis Type

ICD-10-CM

*Diagnosis Code

Present on Admission

No

Add

Reset

External Cause of Injury Diagnosis Codes

Other Insurance Details

Enter the carrier and policy holder information below.

Enter other carrier Remittance Advice details here for the claim or with each service line. Enter adjusted payment details, such as Details section.

Click the **Remove** link to remove the entire row.

3

Carrier Name	Carrier ID	Policy ID	Payer Paid A
<div><div>+</div> Click to add a new other insurance.</div>			

To add a policy or new other insurance, the user will:

- 3. Click the (+) in the **Other Insurance Details** panel at the bottom of the page.

NOTE: If the recipient has other insurance carrier information on file with Nevada Medicaid, the policy information will auto-populate in the **Other Insurance Details** panel. If not, no policy information will display.

Submitting a Claim: Other Insurance Details, continued

Other Insurance Details

Enter the carrier and policy holder information below.

Enter other carrier Remittance Advice details here for the claim or with each service line. Enter adjusted payment details, such as reason codes, in the Claim Adjustment Details section.

Click the **Remove** link to remove the entire row.

Refresh Other Insurance

#	Carrier Name	Carrier ID	Policy ID	Payer Paid Amount	Paid Date	Action
1	Medicare	123456789	12365478910		10/01/2018	Remove

4

Carrier Name

Medicare

Carrier ID

123456789

*Policy Holder Last Name

VBLWNB

*First Name

QPRB

MI

☐

*Policy ID

12365478910

*Responsibility

P-Primary

*Patient Relationship to Insured

18-Self

Payer Paid Amount

Remaining Patient Liability

*Paid Date

10/01/2018

*Claim Filing Indicator

12-Preferred Provider Organization (PPO)

5

Add Insurance

Cancel Insurance

Back to Step 1

Continue

Cancel

After clicking the (+), the user must:

4. Complete all required fields (*).
5. Click the **Add Insurance** button to add the Other Insurance details to the claim.

NOTE: Click the **Cancel Insurance** button to cancel addition of a new other health insurance detail.

Submitting a Claim: Other Insurance Details, continued

Other Insurance Details

Enter the carrier and policy holder information below.

Enter other carrier Remittance Advice details here for the claim or with each service line. Enter adjusted payment details, such as reason codes, in the Claim Adjustment Details section.

Click the **Remove** link to remove the entire row.

Refresh Other Insurance

#	Carrier Name	Carrier ID	Policy ID	Payer Paid Amount	Paid Date	Action
1	Medicare	123456789	12365478910		10/01/2018	Remove

+

 Click to add a new other insurance.

After the user clicks the **Add Insurance** button, the new insurance will populate.

Submitting a Claim: Other Insurance Details, continued

Other Insurance Details

Enter the carrier and policy holder information below.

Enter other carrier Remittance Advice details here for the claim or with each service line. Enter adjusted payment details, such as reason codes, in the Claim Adjustment Details section.

Click the **Remove** link to remove the entire row.

Refresh Other Insurance

#	Carrier Name	Carrier ID	Policy ID	Payer Paid Amount	Paid Date	Action
<u>1</u>	Medicare	123456789	12365478910		10/01/2018	Remove

+ Click to add a new other insurance.

Condition Codes

Occurrence Codes

Value Codes

Surgical Procedures

Back to Step 1

6

Continue

Cancel

Click the **Remove** link to remove any other insurance details unrelated to the claim.

The user will:

6. Click the **Continue** button.

Submitting a Claim: Other Insurance Details, continued

After the user clicks the **Continue** button, the user will:

7. Click the **Submit** button.

Provider Information							
Billing Provider ID 1255360160			ID Type NPI				
Patient and Claim Information							
Recipient ID 96536412536			Gender Female				
Recipient QPRB VBLWNB			Total Charged Amount \$2,972.08				
Birth Date 10/03/1983			Admission Date/ Hour 09/17/2018 -				
Covered Dates 09/17/2018 - 09/21/2018			Admitting Diagnosis G40111-Local-rel symptc epi w simple part seiz, ntrct, w stat epi				
Admitting Diagnosis Type ICD-10-CM							
Expand All Collapse All							
Diagnosis Codes							
Please note that the 1st diagnosis entered is considered to be the principal (primary) Diagnosis Code.							
#	Diagnosis Type	Diagnosis Code	POA				
1	ICD-10-CM	B088-Oth viral infections with skin and mucous membrane lesions	Yes				
2	ICD-10-CM	B012-Varicella pneumonia	Yes				
Other Insurance Details							
#	Carrier Name	Carrier ID	Policy ID	Payer Paid Amount	Paid Date		
1	Medicare	123456789	12365478910		10/01/2018		
Service Details							
Select the row number to edit the row. Click the Remove link to remove the entire row.							
Svc #	Revenue Code	HCPSC/Proc Code	From Date	To Date	Units	Charge Amount	Action
1	0120-R&B-Semi-Pvt-2 Bed-General		09/17/2018	09/21/2018	4.000 Unit	\$350.00	Remove
2	0250-Pharmacy (Drugs)-General		09/17/2018	09/21/2018	1.000 Unit	\$500.25	Remove
3	0320-Dx X-Ray-General		09/17/2018	09/21/2018	1.000 Unit	\$1,500.31	Remove
4	0300-Laboratory (Lab)-General		09/17/2018	09/21/2018	1.000 Unit	\$621.52	Remove
5					0.000		
5 *Revenue Code <input type="text"/> HCPSC/Proc Code <input type="text"/>							
Modifiers <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/>							
From Date <input type="text"/> To Date <input type="text"/> *Units <input type="text"/> *Unit Type <input type="text"/>							
*Charge Amount <input type="text"/>							
Add Reset							
Attachments							
Back to Step 1 Back to Step 2 7 Submit Cancel							

Submitting a Claim: Other Insurance Details, continued

Patient Number 123456789							
Previous Claim ICN _							
Note _							
Total Charged Amount \$2,972.08							
Expand All Collapse All							
Diagnosis Codes +							
Other Insurance Details -							
#	Carrier Name	Carrier ID	Policy ID	Payer Paid Amount	Paid Date		
1	Medicare	123456789	12365478910		10/01/2018		
Service Details -							
Svc #	Revenue Code	HCPSC/Proc Code	Mod	From Date	To Date	Units/Type	Charge Amount
1	0120-R&B-Semi-Pvt-2 Bed-General			09/17/2018	09/21/2018	4.000 Unit	\$350.00
2	0250-Pharmacy (Drugs)-General			09/17/2018	09/21/2018	1.000 Unit	\$500.25
3	0320-Dx X-Ray-General			09/17/2018	09/21/2018	1.000 Unit	\$1,500.31
4	0300-Laboratory (Lab)-General			09/17/2018	09/21/2018	1.000 Unit	\$621.52
No External Cause of Injury Diagnosis Codes exist for this claim							
No Condition Codes exist for this claim							
No Occurrence Codes exist for this claim							
No Value Codes exist for this claim							
No Surgical Procedures exist for this claim							
No Attachments exist for this claim							
<div>Back to Step 1 Back to Step 2 Back to Step 3 Print Preview</div> <div>8</div> <div>Confirm Cancel</div>							

At this point, the user has the option to:

- Go back to any previous step if needed by clicking one of the **Back to Step...** buttons.
- Print a copy of the page by clicking the **Print Preview** button.
- Cancel the claim submission by clicking the **Cancel** button.

To continue, the user must:

8. Click the **Confirm** button.

Submitting a Claim: Other Insurance Details, continued

Submit Inpatient Claim: Confirmation

Inpatient Claim Receipt

Your Inpatient Claim was successfully submitted. The claim status is Finalized Payment.

The Claim ID is 2218269000008.

Click **Print Preview** to view the claim details as they have been saved on the payer's system.
Click **Copy** to copy member or claim data.
Click **Adjust** to resubmit the claim.
Click **New** to submit a new claim.
Click **View** to view the details of the submitted claim.

Print Preview **Copy** **Adjust** **New** **View**

The **Submit Inpatient Claim: Confirmation** will appear after the claim has been submitted. It will display the claim status and adjusted Claim ID.

The user may then:

- Click the **Print Preview** button to view claim details.
- Click the **Copy** button to copy claim data.
- Click the **Adjust** button to adjust the claim.
- Click the **New** button to submit a new claim.
- Click the **View** button to view the details of the submitted claim.

Submitting an Institutional Crossover Claim



Submitting an Institutional Crossover Claim

Step 1

Submit Institutional Claim: Step 1 ?

* Indicates a required field.

Claim Type Crossover Inpatient

Provider Information

If Surgical Procedure Code(s) are to be submitted with the claim, an Operating Provider ID is required.

Billing Provider ID	1801152566	ID Type	NPI
*Billing Provider Service Location	11-SAINT MARYS REGIONAL MEDICAL CENTER-235 W 6TH ST,RENO,NEVADA,895034548		
Institutional Provider ID	1801152566	ID Type	NPI
Attending Provider ID	1952455032	ID Type	NPI
Operating Provider ID		ID Type	
Other Operating Provider ID		ID Type	
Referring Provider ID	1073637203	ID Type	NPI

Patient Information

*Recipient ID	80733203496	First Name	FERADRF
Last Name	FICDTF		
Birth Date	01/26/1943		

Claim Information

*Covered Dates	09/12/2018 - 09/17/2018	Discharge Hour	11:00 (hh:mm)
*Admission Date/Hour	09/12/2018 - 10:00 (hh:mm)	*Admission Source	1-Non - Health Care Facility Point of Origin
*Admission Type	1-Emergency	*Admitting Diagnosis	I5030-Unspecified diastolic (congestive) heart failure
*Admitting Diagnosis Type	ICD-10-CM	*Facility Type Code	111-Hospital Inpatient (Including Medicare)
*Patient Status	01-Discharged to Home or Self Care	Authorization Number	
*Patient Number	1125		
Include Other Insurance	<input type="checkbox"/>	Total Charged Amount	\$17,911.35

To start the process for a Crossover Institutional claim, the user will:

1. Select the **Claim Type**.

NOTE: The user will follow the same steps as previously shown in the Submitting an Institutional Inpatient Claim section.

Submitting an Institutional Crossover Claim, continued

Step 1

2

Medicare Crossover Details

Deductible Amount	1,340.00	Co-insurance Amount	1,132.00
Blood Deductible Amount	0.00	Medicare Payment Date	10/01/2018
Medicare Payment Amount	4,528.00		

3

Continue **Cancel**

2. Enter the Medicare Crossover Details:

- **Deductible Amount**
- **Blood Deductible Amount**
- **Medicare Payment Amount**
- **Co-insurance Amount**
- **Medicare Payment Date**

3. Click the **Continue** button.

NOTE: After adding the Medicare Crossover Details, the claims submission process is the same for Steps 2 and 3 as detailed in earlier sections.

Submitting an Institutional Crossover Claim, continued

Step 3

Service Details

Select the row number to edit the row. Click the **Remove** link to remove the entire row.

Svc #	Revenue Code	HCPCS/Proc Code	From Date	To Date	Units	Charge Amount	Action
<u>1</u>					0.000		

1 *Revenue Code 0120 HCPCS/Proc Code

4 Modifiers

From Date 09/12/2018 To Date 09/17/2018 *Units 5.000 *Unit Type Days

*Charge Amount \$ __, __7,500.00 x

5 Add Reset

The user will:

4. Enter information in all of the required fields (*).
5. Click the **Add** button.

Submitting an Institutional Crossover Claim, continued

Medicare Crossover Details							
Deductible Amount		\$1,340.00		Co-insurance Amount		\$1,132.00	
Blood Deductible Amount		\$0.00		Medicare Payment Date		10/01/2018	
Medicare Payment Amount		\$4,528.00					
Expand All Collapse All							
Diagnosis Codes							
Service Details							
Svc #	Revenue Code	HCPCS/Proc Code	Mod	From Date	To Date	Units/Type	Charge Amount
1	0120-R&B-Semi-Pvt-2 Bed-General			09/12/2018	09/17/2018	5.000 Days	\$7,500.00
2	0300-Laboratory (Lab)-General			09/12/2018	09/17/2018	22.000 Unit	\$2,800.00
3	0320-Dx X-Ray-General			09/12/2018	09/17/2018	33.000 Unit	\$3,225.85
4	0350-CT Scan-General			09/13/2018	09/13/2018	2.000 Unit	\$1,500.00
5	0250-Pharmacy (Drugs)-General			09/12/2018	09/17/2018	5.000 Unit	\$2,885.50
No External Cause of Injury Diagnosis Codes exist for this claim							
No Other Insurance Details exist for this claim							
No Condition Codes exist for this claim							
No Occurrence Codes exist for this claim							
No Value Codes exist for this claim							
No Surgical Procedures exist for this claim							
No Attachments exist for this claim							
Back to Step 1 Back to Step 2 Back to Step 3 Print Preview				<div>6</div> <div>Confirm Cancel</div>			

Then the user will:
6. Click the **Confirm** button.

Submitting an Institutional Crossover Claim, continued

Submit Crossover Inpatient Claim: Confirmation ?

Crossover Inpatient Claim Receipt

Your Crossover Inpatient Claim was successfully submitted. The claim status is Finalized Payment.

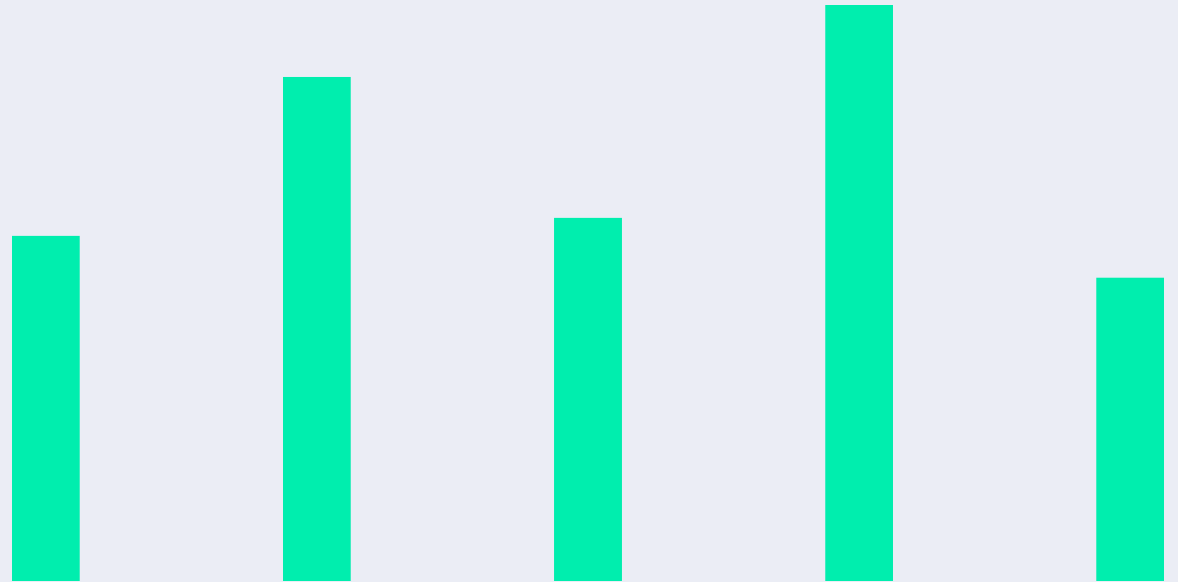
The Claim ID is **2218276000022**.

Click **Print Preview** to view the claim details as they have been saved on the payer's system.
Click **Copy** to copy member or claim data.
Click **Adjust** to resubmit the claim.
Click **New** to submit a new claim.
Click **View** to view the details of the submitted claim.

[Print Preview](#) [Copy](#) [Adjust](#) [New](#) [View](#)

The user will receive a Confirmation with the **Crossover Inpatient Claim Receipt**.

Searching for Claims



Searching for a Claim

The screenshot displays the Nevada Department of Health and Human Services Provider Portal. The header includes the state seal and the department name. A navigation bar contains links: My Home, Eligibility, **Claims** (highlighted with a red box and a '1' in a hexagon), Management, File Exchange, Resources, and Switch Provider. Below this, a sub-menu shows Search Claims (highlighted with a red box and a '2' in a hexagon), Claim Dental, Submit Claim Inst, Submit Claim Prof, Search Payment History, and Treatment History. The main content area shows user information: Delegate for Carson Tahoe Regional, Role IDs Provider - In Network - 1255360160 (NPI), and Location 1013843 - CARSON TAHOE HOSPITAL. The 'Search Claims' form is titled 'Medical/Dental' and includes instructions: 'A minimum one field is required. Recipient ID, Service From and To Date are required fields for the search when Claim ID is not entered. Claim searches are limited to a maximum range of 45 days.' The form has three sections: 'Claim Information' with a 'Claim ID' field; 'Recipient Information' with a 'Recipient ID' field; and 'Service Information' with 'Rendering Provider ID', 'ID Type' (dropdown), 'Claim Type' (dropdown), 'Service From' (date field), 'To' (date field), and 'Claim Status' (dropdown). 'Search' and 'Reset' buttons are at the bottom.

To search for a claim, the user will need to:

1. Hover over **Claims**.
2. Select **Search Claims**.

Searching for a Claim, continued

The screenshot shows a web form titled "Search Claims" with a blue header bar. Below the header, there's a tab labeled "Medical/Dental". A message states: "A minimum one field is required. Recipient ID, Service From and To Date are required fields for the search when Claim ID is not entered. Claim searches are limited to a maximum range of 45 days." The form is divided into three main sections: "Claim Information", "Recipient Information", and "Service Information". In the "Claim Information" section, there is a "Claim ID" text box. In the "Recipient Information" section, the "Recipient ID" text box contains the value "96536412536" and is highlighted with a red rectangle and a callout number "3". In the "Service Information" section, the "Service From" and "To" date fields are highlighted with a red rectangle and a callout number "4". The "Service From" field contains "09/17/2018" and the "To" field contains "09/21/2018". Below these fields are "Search" and "Reset" buttons, with the "Search" button highlighted by a callout number "5". Other fields in the "Service Information" section include "Rendering Provider ID", "ID Type" (a dropdown), "Claim Type" (a dropdown), and "Claim Status" (a dropdown).

The fastest way to locate a claim is by entering the **Claim ID**.

To search without using the Claim ID:

3. Enter the **Recipient ID**.
4. Enter the **Service From** and **To**.
5. Click the **Search** button.

NOTE: To clear the screen and access claim status on another claim, click the **Reset** button found at the bottom of the "Search Claims" page.

Searching for a Claim, continued

Search Claims

Medical/Dental

A minimum one field is required.

Recipient ID, Service From and To Date are required fields for the search when Claim ID is not entered.

Claim searches are limited to a maximum range of 45 days.

Claim Information

Claim ID

Recipient Information

Recipient ID96536412536

Service Information

Rendering Provider ID

ID Type

Claim Type

Service From09/24/2018

To09/28/2018

Claim Status

Search

Reset

Once the user has clicked the **Search** button, the results will display at the bottom of the page.

From there, the user may:

6. Click the **(+)** symbol to expand the claim details.


Search Results

To see service line information, or to view the remittance advice, click on the '+' next to the claims ID.

Total Records: 1

Claim ID	TCN	Claim Type	Claim Status	Service Date	Recipient ID	Rendering Provider ID	Medicaid Paid Amount	Paid Date	Recipient Responsibility
<div><div>+</div>2218276000016</div>		Inpatient	Finalized Denied	09/24/2018 09/28/2018	96536412536	1255360160	\$0.00	-	

Searching for a Claim, continued

Search Results										
To see service line information, or to view the remittance advice, click on the '+' next to the claims ID.										
										Total Records: 1
	Claim ID	TCN	Claim Type	Claim Status	Service Date	Recipient ID	Rendering Provider ID	Medicaid Paid Amount	Paid Date	Recipient Responsibility
	2218276000016		Inpatient	Finalized Denied	09/24/2018 - 09/28/2018	96536412536	1255360160	\$0.00	-	

Once the user has clicked the **+** symbol, the **Inpatient Claim Information** and **Service Information** panels will populate.

Inpatient Claim Information										
Recipient		QPRB VBLWNBF					Total Charge Amount		\$2,575.00	
Birth Date		10/03/1983					Total Paid Amount		\$0.00	
Rendering Provider		CARSON TAHOE REGIONAL HEALTHCARE					Paid Date		-	
Claim Status		Finalized Denied					Reason Code		Finalized/Denial-The claim/line has been denied.	
Service Information										
Service	Service Date	Line Status	Reason Code	Units	Revenue	Procedure/Modifiers	Charge	Paid		
1	09/24/2018 - 09/28/2018	Finalized Denied	Finalized/Denial-The claim/line has been denied.	4	120		\$1,500.00	\$0.00		
2	09/24/2018 - 09/28/2018	Finalized Denied	Finalized/Denial-The claim/line has been denied.	4	250		\$500.00	\$0.00		
3	09/24/2018 - 09/28/2018	Finalized Denied	Finalized/Denial-The claim/line has been denied.	1	320		\$300.00	\$0.00		
4	09/24/2018 - 09/28/2018	Finalized Denied	Finalized/Denial-The claim/line has been denied.	2	300		\$275.00	\$0.00		

Searching for a Claim, continued

Search Results

To see service line information, or to view the remittance advice, click on the '+' next to the claims ID.

Total Records: 1

	Claim ID	TCN	Claim Type	Claim Status	Service Date	Recipient ID	Rendering Provider ID	Medicaid Paid Amount	Paid Date	Recipient Responsibility
<input type="checkbox"/>	2218276000016	7	Inpatient	Finalized Denied	09/24/2018 - 09/28/2018	96536412536	1255360160	\$0.00	-	

Inpatient Claim Information

Recipient QPRB VBLWNBFB
Birth Date 10/03/1983
Rendering Provider CARSON TAHOE REGIONAL HEALTHCARE
Claim Status Finalized Denied

Total Charge Amount \$2,575.00
Total Paid Amount \$0.00
Paid Date -
Reason Code Finalized/Denial-The claim/line has been denied.

Service Information

Service	Service Date	Line Status	Reason Code	Units	Revenue	Procedure/ Modifiers	Charge	Paid
1	09/24/2018 - 09/28/2018	Finalized Denied	Finalized/Denial-The claim/line has been denied.	4	120		\$1,500.00	\$0.00
2	09/24/2018 - 09/28/2018	Finalized Denied	Finalized/Denial-The claim/line has been denied.	4	250		\$500.00	\$0.00
3	09/24/2018 - 09/28/2018	Finalized Denied	Finalized/Denial-The claim/line has been denied.	1	320		\$300.00	\$0.00
4	09/24/2018 - 09/28/2018	Finalized Denied	Finalized/Denial-The claim/line has been denied.	2	300		\$275.00	\$0.00

7. Click the **Claim ID** hyperlink to open the claim.

Searching for a Claim, continued

View Institutional Claim - ID 2218276000016

Back to Search Results

Claim Type Inpatient

Provider Information

Billing Provider ID	1255360160	ID Type	NPI
Billing Provider Service Location	11-CARSON TAHOE REGIONAL HEALTHCARE-1600 MEDICAL PARKWAY, CARSON CITY, NEVADA, 89703-4625		
Institutional Provider ID	-	ID Type	-
Attending Provider ID	-	ID Type	-
Operating Provider ID	-	ID Type	-
Other Operating Provider ID	-	ID Type	-
Referring Provider ID	-	ID Type	-

Patient Information

Recipient ID	96536412536	Gender	Female
Recipient	QPRB VBLWNB		
Birth Date	10/03/1983		

Claim Information

Claim Status	Finalized Denied	Admission Date/ Hour	09/24/2018 - _
Covered Dates	09/24/2018 - 09/28/2018	Admission Source	1-Non - Health Care Facility Point of Origin
Admission Type	1-Emergency	Discharge Hour	-
Admitting Diagnosis Type	ICD-10-CM	Facility Type Code	111-Hospital Inpatient (Including Medicare Part A)- Admit through Discharge Claim
Admitting Diagnosis	R079	Authorization Number	451826900002
Patient Status	01-Discharged to Home or Self Care (Routine Discharge)	Related Claim ICN	-
Patient Number	123456		
Previous Claim ICN	-		
Notes			
Total Allowed Amount	\$0.00	Total Co-pay Amount	\$0.00
		Total Charged Amount	\$2,575.00
		Total Paid Amount	\$0.00

Adjudication Errors

Expand All Collapse All

If the claim is denied, the user may review the errors as follows:

8. Click the (+) symbol adjacent to the **Adjudication Errors** panel.

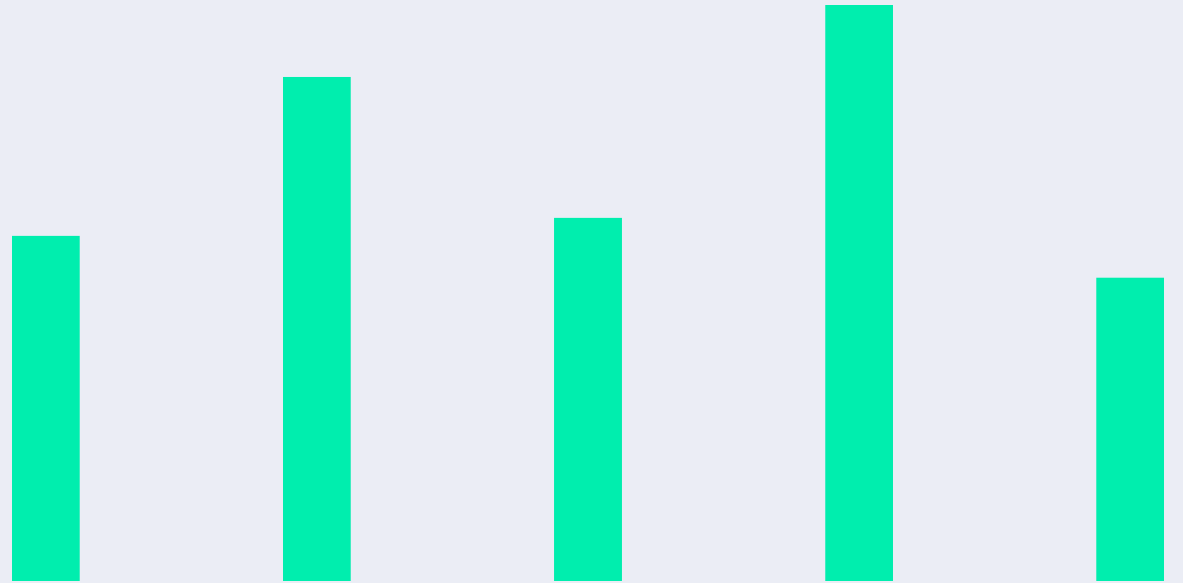
8

Searching for a Claim, continued

With the **Adjudication Errors** panel expanded, the user may review the errors associated with the claim's denial.

Claim Information											
Claim Status		Finalized Denied									
Covered Dates		09/24/2018 - 09/28/2018			Admission Date/Hour		09/24/2018 - _				
Admission Type		1-Emergency			Admission Source		1-Non - Health Care Facility Point of Origin				
Admitting Diagnosis Type		ICD-10-CM			Discharge Hour		_				
Admitting Diagnosis		R079			Facility Type Code		111-Hospital Inpatient (Including Medicare Part A)- Admit through Discharge Claim				
Patient Status		01-Discharged to Home or Self Care (Routine Discharge)			Authorization Number		451826900002				
Patient Number		123456			Related Claim ICN		_				
Previous Claim ICN		_									
Note		_									
Total Allowed Amount		\$0.00			Total Co-pay Amount		\$0.00		Total Charged Amount		\$2,575.00
					Total Paid Amount		\$0.00				
Expand All Collapse All											
Adjudication Errors											
Claim / Service #	HIPAA Adj	Description								EOB	
Claim	381	ATTENDING NPI REQUIRED								1390	
Claim	1022	REFERRING NPI REQUIRED								1024	
Claim	3347	NO PAYABLE ACCOMMODATION CODE								0609	
Diagnosis Codes											
Service Details											
Svc #	Revenue Code	HCPSC/Proc Code	Mod	From Date	To Date	Units/Type	Charge Amount	Allowed Amount	Co-pay Amount	Paid Amount	
1	0120-R&B-Semi-Pvt-2 Bed-General			09/24/2018	09/28/2018	4.000 Unit	\$1,500.00	\$0.00	\$0.00	\$0.00	
2	0250-Pharmacy (Drugs) -General			09/24/2018	09/28/2018	4.000 Unit	\$500.00	\$0.00	\$0.00	\$0.00	
3	0320-Dx X-Ray-General			09/24/2018	09/28/2018	1.000 Unit	\$300.00	\$0.00	\$0.00	\$0.00	
4	0300-Laboratory (Lab) -General			09/24/2018	09/28/2018	2.000 Unit	\$275.00	\$0.00	\$0.00	\$0.00	

Viewing a Remittance Advice (RA)



Viewing a RA

My Home | **Claims** | Care Management | File Exchange | Resources | Switch Provider

Search Claims | Submit Claim Dental | Submit Claim Inst | Submit C | **Search Payment History** | Treatment History

Claims > Search Payment History Thursday 10/04/2018 02:41 PM EST

Delegate for Mountain View Hospital **Role IDs** Provider - In Network - 1104870187 (NPI) **Location** 1002006 - MOUNTAINVIEW HOSPITAL AND MEDICAL CENTER

Search Payment History ?

Provider Information

Provider ID 1104870187 **ID Type** NPI **Name** MOUNTAINVIEW HOSPITAL AND MEDICAL CENTER

Location ID 1002006

* Indicates a required field.

Placeholder for configurable text.

Payment Method All **Payment Type** All **Check # / RA #**

Issue Date *From 06/01/2018 *To 08/01/2018

Search **Reset**

To begin locating an RA, the user will:

1. Hover over **Claims**.
2. Select **Search Payment History**.
3. Enter search criteria to refine the search results.
4. Click the **Search** button.

NOTE: RAs can only be searched in the Provider Web Portal. The default search range is for the past 90 days.

Viewing a RA, continued

Search Payment History ?

Provider Information

Provider ID 1104870187	ID Type NPI	Name MOUNTAINVIEW HOSPITAL AND MEDICAL CENTER
Location ID 1002006		

* Indicates a required field.
Placeholder for configurable text.



Payment Method All	Payment Type All	Check # / RA #
Issue Date * From 06/01/2018	* To 08/01/2018	

Search **Reset**

Search Results


To access a copy of the Remittance Advice, select the 'RA' icon. Access to the RA will require PDF software.

If the RA is too large to display, you will get an error message instead of downloaded RA. You will need to contact Customer Service for assistance.

Issue Date	Payment Method	Payment Type	Check # / RA #	Total Paid Amount	RA Copy (PDF)
06/22/2018	CHK	C	000000000/100004855	\$0.00	
06/15/2018	CHK	C	000000000/100004767	\$0.00	

PDF Files require [Adobe Acrobat Reader](#)

The user will:

- Click on the image  in the **RA Copy** column to view the RA.

Viewing a RA, continued

Search Payment History ?

Provider Information

Provider ID	1104870187	ID Type	NPI	Name	MOUNTAINVIEW HOSPITAL AND MEDICAL CENTER
		Location ID	1002006		

* Indicates a required field.

Placeholder for configurable text.

Payment Method All **Payment Type** All **Check # / RA #**

Issue Date ***From** 06/01/2018 ***To** 08/01/2018



Search **Reset**

Search Results

To access a copy of the Remittance Advice, select the 'RA' icon. Access to the RA will require PDF software.

If the RA is too large to display, you will get an error message instead of downloaded RA. You will need to contact Customer Service for assistance.

Total Records: 2

Issue Date	Payment Method	Payment Type	Check # / RA #	Total Paid Amount	RA Copy (PDF)
06/22/2018	CHK	C	000000000/100004855	\$0.00	
06/15/2018	CHK	C	000000000/100004767	\$0.00	

PDF Files require [Adobe Acrobat Reader](#)

6. User will click the **Open** button.

Do you want to open or save **RA 100004855.pdf** (14.6 KB) from **portalmod.medicaid.nv.gov**?

6 **Open** **Save** **Cancel**

Viewing a RA, continued

```
REPORT:  CRA-IPDN-R                      NEVADA DIVISION OF HEALTH CARE FINANCING AND POLICY          DATE: 10/05/2018
RA#:    100005607                        NEVADA MEDICAID (TXIX)                      PAGE:          3
PAYER:  TXIX                            PROVIDER REMITTANCE ADVICE
                                           INPATIENT CLAIMS DENIED

CARSON TAJOR HOSPITAL                     PAYER ID      1013843      MCD
PO BOX 2168                               NPI           1255360160
CARSON CITY, NV 89702-2168               CHECK/EFT NUMBER 000000000
                                           PAYMENT DATE   10/12/2018

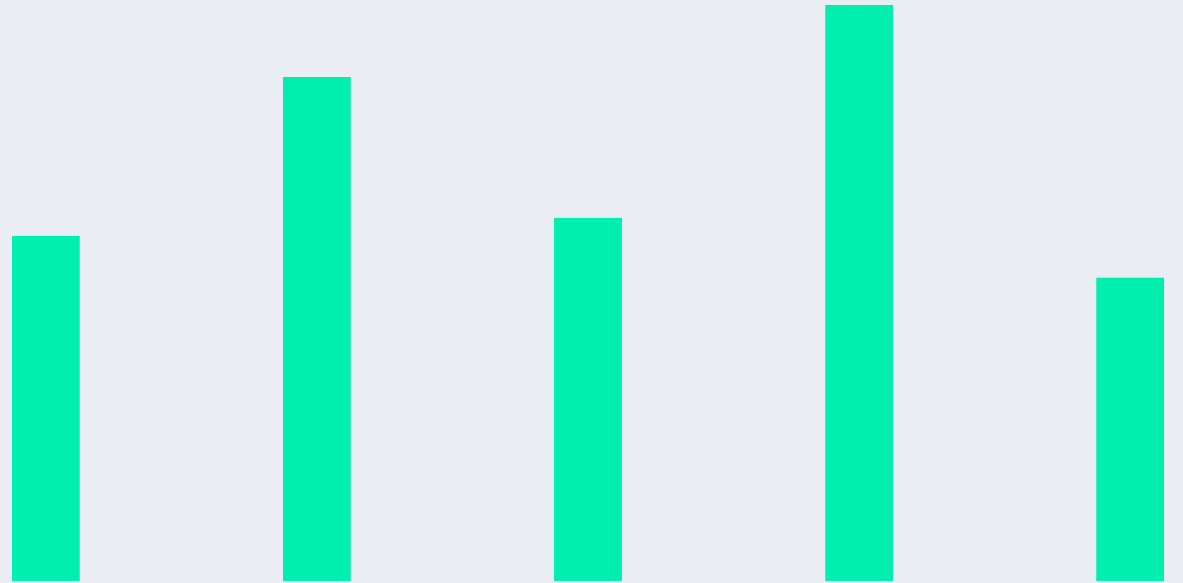
      PCN      SERVICE DATE  ADMIT DT  C DAYS      BILLED      OTH INS
--ICN--  MRN    FROM    TO      DRG CD   SOI      AMOUNT      AMOUNT
MEMBER NAME: QPFR VILWNEF                MEMBER NO.: 96536412536
2218277000005 123456789  091718 092118  091718    0      2,972.08      0.00

HEADER EGHC: 0609 1011

      PCN      SERVICE DATE  ADMIT DT  C DAYS      BILLED      OTH INS
--ICN--  MRN    FROM    TO      DRG CD   SOI      AMOUNT      AMOUNT
MEMBER NAME: QPFR VILWNEF                MEMBER NO.: 96536412536
2218277000006 123456789  091718 092118  091718    0      2,972.08      0.00
```

After clicking the **Open** button, the user can review the RA.

Copying a Claim



Copying a Claim

My Home

Eligibility

Claims

Care Management

File Exchange

Resources

Switch Provider

Search Claims

Submit Claim Inst | Submit Claim Prof | Search Payment History | Treatment History

Claims > Search Claims

Thursday 10/04/2018 03:14 PM EST

Delegate for Carson Tahoe Regional

Role IDs Provider - In Network - 1255360160 (NPI)

Location 1013843 - CARSON TAHOE HOSPITAL

Claim Information

Claim ID

Recipient Information

Recipient ID 96536412536

Service Information

Rendering Provider ID

ID Type

Claim Type

Service From 09/17/2018

To 09/27/2018

Claim Status

Search

Reset

Search Results

To see service line information, or to view the remittance advice, click on the '+' next to the claims ID.

Total Records: 3

Claim ID	TCN	Claim Type	Claim Status	Service Date	Recipient ID	Rendering Provider ID	Medicaid Paid Amount	Paid Date	Recipient Responsibility
+ 2218271000015		Crossover Professional	Finalized Denied	09/17/2018	96536412536	1255360160	\$0.00	-	
+ 2218277000005		Inpatient	Finalized Denied	09/17/2018 09/21/2018	96536412536	1255360160	\$0.00	-	
+ 2218277000006		Inpatient	Finalized Denied	09/17/2018 09/21/2018	96536412536	1255360160	\$0.00	-	

To copy a claim, the user will need to:

1. Return to the “Search Claims” page.
2. Enter the search criteria.
3. Click the **Search** button.

Search results will populate at the bottom of the screen.

From the search results:

4. Click the **Claim ID** link.

Copying a Claim, continued

5

Claim Information

Claim Status	Finalized Denied	Admission Date/Hour	09/17/2018 - _
Covered Dates	09/17/2018 - 09/21/2018	Admission Source	1-Non - Health Care Facility Point of Origin
Admission Type	1-Emergency	Discharge Hour	_
Admitting Diagnosis Type	ICD-10-CM	Facility Type Code	111-Hospital Inpatient (Including Medicare Part A)- Admit through Discharge Claim
Admitting Diagnosis	G40111	Authorization Number	_
Patient Status	01-Discharged to Home or Self Care (Routine Discharge)	Related Claim ICN	_
Patient Number	123456789		
Previous Claim ICN	_		
Note	_		
Total Allowed Amount	\$0.00	Total Co-pay Amount	\$0.00
		Total Charged Amount	\$2,972.08
		Total Paid Amount	\$0.00

[Expand All](#) | [Collapse All](#)

Adjudication Errors

Diagnosis Codes

Service Details

Svc #	Revenue Code	HCPCS/Proc Code	Mod	From Date	To Date	Units/Type	Charge Amount	Allowed Amount	Co-pay Amount	Paid Amount
1	0120-R&B-Semi-Pvt-2 Bed-General			09/17/2018	09/21/2018	4.000 Unit	\$350.00	\$0.00	\$0.00	\$0.00
2	0250-Pharmacy (Drugs) -General			09/17/2018	09/21/2018	1.000 Unit	\$500.25	\$0.00	\$0.00	\$0.00
3	0320-Dx X-Ray-General			09/17/2018	09/21/2018	1.000 Unit	\$1,500.31	\$0.00	\$0.00	\$0.00
4	0300-Laboratory (Lab) -General			09/17/2018	09/21/2018	1.000 Unit	\$621.52	\$0.00	\$0.00	\$0.00

No External Cause of Injury Diagnosis Codes exist for this claim

No Other Insurance Details exist for this claim

No Condition Codes exist for this claim

No Occurrence Codes exist for this claim

No Value Codes exist for this claim

No Surgical Procedures exist for this claim

No Attachments exist for this claim

6

[Copy](#) [Print Preview](#)

After the user has viewed the claim, user will:

5. Scroll down to the bottom of the page.
6. Click the **Copy** button, that opens the copied claim.

Copying a Claim, continued

Delegate for Carson Tahoe Regional Role IDs Provider - In Network - 1255360160 (NPI) Location 1013843 - CARSON TAHOE HOSPITAL

Copy Inpatient Claim

Select the information you would like to have copied to the new claim. Press Copy to initiate the claim and continue entering claim information.

<input type="radio"/> Recipient Information	<input type="radio"/> Service Information	<input type="radio"/> Recipient and Service Information	<input checked="" type="radio"/> Entire Claim
Recipient ID Last Name First Name Birth Date Condition Codes(s)	Inpatient/Outpatient Ind. Admission Source Admission Type Admitting Diagnosis Place of Service Diagnosis Code(s) Revenue Code(s) HCPCS/Proc Code(s) Modifier(s) Detail Charge Amount(s) Units Unit Type(s) NDC Code Type(s) NDC Code(s) NDC Quantity(s) NDC Unit of Measure(s)	Copies data listed in previous 2 columns.	Copies data listed in columns 1 and 2 PLUS: All Providers Admission Date/Hour Discharge Hour Patient Status Authorization Number Occurrence Code(s) Value Code(s) Surgical Procedure Code(s) NDC Prescription #(s) NDC Prescription Type(s) Other Insurance Details All Dates All Amounts

7

8

Copy Cancel

7. Select the portion of the claim to copy (for this example, the user has selected **Entire Claim**).
8. Click the **Copy** button.

Copying a Claim, continued

Submit Institutional Claim: Step 1 ?

* Indicates a required field.

Claim Type

Provider Information

If Surgical Procedure Code(s) are to be submitted with the claim, an Operating Provider ID is required.

Billing Provider ID	1255360160	ID Type	NPI
*Billing Provider Service Location	<input type="text" value="11-CARSON TAHOE REGIONAL HEALTHCARE-1600 MEDICAL PARKWAY,CARSON CITY,NEVADA,897034625"/>		
Institutional Provider ID	<input type="text"/>	ID Type	<input type="text"/>
Attending Provider ID	<input type="text" value="1952455032"/>	ID Type	NPI
Operating Provider ID	<input type="text"/>	ID Type	<input type="text"/>
Other Operating Provider ID	<input type="text"/>	ID Type	<input type="text"/>
Referring Provider ID	<input type="text"/>	ID Type	<input type="text"/>

Patient Information

*Recipient ID	<input type="text" value="96536412536"/>	First Name	QPRB
Last Name	VBLWNB		
Birth Date	10/03/1983		

Claim Information

*Covered Dates	<input type="text" value="09/04/2018"/> - <input type="text" value="09/07/2018"/>	Discharge Hour	<input type="text"/> (hh:mm)
*Admission Date/Hour	<input type="text" value="09/04/2018"/> (hh:mm)	*Admission Source	<input type="text" value="1-Non - Health Care Facility Point of Origin"/>
*Admission Type	<input type="text" value="1-Emergency"/>	*Admitting Diagnosis	<input type="text" value="R079-Chest pain, unspecified"/>
*Admitting Diagnosis Type	<input type="text" value="ICD-10-CM"/>	*Facility Type Code	<input type="text" value="111-Hospital Inpatient (Including Medicare)"/>
*Patient Status	<input type="text" value="01-Discharged to Home or Self Ca"/>	Authorization Number	<input type="text" value="451826900002"/>
*Patient Number	<input type="text" value="1111"/>		
Include Other Insurance	<input type="checkbox"/>	Total Charged Amount	\$12,100.00

The user may edit and submit the claim as covered in prior sections.

Adjusting a Claim



Adjusting a Claim

Search Claims 1

Medical/Dental

A minimum one field is required.
Recipient ID, Service From and To Date are required fields for the search when Claim ID is not entered.
Claim searches are limited to a maximum range of 45 days.

Claim Information

Claim ID 2218276000022 2 x

Recipient Information

Recipient ID

Service Information

Rendering Provider ID ID Type Claim Type
Service From To Claim Status

3 **Search** **Reset**

Search Results

To see service line information, or to view the remittance advice, click on the '+' next to the claims ID. Total Records: 1

Claim ID	Claim Type	Claim Status	Service Date	Recipient ID	Rendering Provider ID	Medicaid Paid Amount	Paid Date	Recipient Responsibility
+ 2218276000022 4	Crossover Inpatient	Finalized Payment	09/12/2018 - 09/17/2018	80733203496	1801152566	\$2,472.00	-	

To begin the claim adjustment process:

1. Return to the “Search Claims ” page.
2. Enter the search criteria.
3. Click the **Search** button.
4. Click the **Claim ID** hyperlink.

NOTE: Denied claims cannot be adjusted. The **Claim Status** column will indicate Finalized Payment if a claim is paid.

Adjusting a Claim, continued

Step 1

View Institutional Claim - ID 2218276000022 [Back to Search Results](#) ?

5

Claim Type Crossover Inpatient

Provider

Billing Provider ID	1801152566	ID Type	NPI
Billing Provider Service Location	11-SAINT MARYS REGIONAL MEDICAL CENTER-235 W 6TH ST, RENO, NEVADA, 89503-4548		
Institutional Provider ID	1801152566	ID Type	NPI
Attending Provider ID	1952455032	ID Type	NPI
Operating Provider ID	—	ID Type	—
Other Operating Provider ID	—	ID Type	—
Referring Provider ID	1073637203	ID Type	NPI

Patient Information

Recipient ID	80733203496	Gender	Male
Recipient	FERADRF FICDTF		
Birth Date	01/26/1943		

Claim Information

Claim Status	Finalized Payment	Admission Date/Hour	09/12/2018 - 10:00
Covered Dates	09/12/2018 - 09/17/2018	Admission Source	1-Non - Health Care Facility Point of Origin
Admission Type	1-Emergency	Discharge Hour	11:00
Admitting Diagnosis Type	ICD-10-CM	Facility Type Code	111-Hospital Inpatient (Including Medicare Part A)- Admit through Discharge Claim
Admitting Diagnosis	I5030	Authorization Number	—
Patient Status	01-Discharged to Home or Self Care (Routine Discharge)	Related Claim ICN	—
Patient Number	1125		
Previous Claim ICN	—		
Note	—		
Total Allowed Amount	\$7,500.00	Total Co-pay Amount	\$0.00
		Total Charged Amount	\$17,911.35
		Total Paid Amount	\$2,472.00

Medicare Crossover Details

Deductible Amount	\$1,340.00	Co-insurance Amount	\$1,132.00
Blood Deductible Amount	\$0.00	Medicare Payment Date	10/01/2018
Medicare Payment Amount	\$4,528.00		

[Expand All](#) | [Collapse All](#)

Diagnosis Codes [+](#)

No Surgical Procedures exist for this claim

No Attachments exist for this claim

6

[Adjust](#) [Copy](#) [Void](#) [Print Preview](#)

On the “View Institutional Claim: Step 1” page, the user will:

5. Scroll down to the bottom of the page.
6. Click the **Adjust** button.

Adjusting a Claim, continued

Step 1

* Indicates a required field.

Claim Type Crossover Inpatient

Provider Information

If Surgical Procedure Code(s) are to be submitted with the claim, an Operating Provider ID is required.

Billing Provider ID	1801152566	ID Type	NPI
*Billing Provider Service Location	11-SAINT MARYS REGIONAL MEDICAL CENTER-235 W 6TH ST,RENO,NEVADA,895034548		
Institutional Provider ID	1801152566	ID Type	NPI
Attending Provider ID	1952455032	ID Type	NPI
Operating Provider ID		ID Type	
Other Operating Provider ID		ID Type	
Referring Provider ID	1073637203	ID Type	NPI

Patient Information

*Recipient ID	80733203496	First Name	FERADRF
Last Name	FICDTF		
Birth Date	01/26/1943		

Claim Information

Claim Status	Finalized Payment	Discharge Hour	11:00 (hh:mm)
*Covered Dates	09/12/2018 - 09/17/2018	*Admission Source	1-Non - Health Care Facility Point of Origin
*Admission Date/Hour	09/12/2018 - 10:00 (hh:mm)	*Admitting Diagnosis	I5030-Unspecified diastolic (congestive) hear
*Admission Type	1-Emergency	*Facility Type Code	111-Hospital Inpatient (Including Medicare)
*Admitting Diagnosis Type	I10-I20-Ischemic heart disease	Authorization Number	
*Patient Status	01-Discharged to Home or Self Ca		
*Patient Number	1125		
Include Other Insurance	<input type="checkbox"/>	Total Charged Amount	\$17,911.35

Medicare Crossover Details

Deductible Amount	1,340.00	Co-insurance Amount	1,132.00
Blood Deductible Amount	0.00	Medicare Payment Date	10/01/2018
Medicare Payment Amount	4,528.00		

No Adjudication Errors exist for this claim

Continue **Cancel**

From here, the user may:

7. Review and make any necessary edits to the Step 1 Provider, Recipient or Claim information.
8. For this example, the user will change the Medicare **Deductible Amount** field.
9. Click on the **Continue** button at the bottom of the page to proceed to the next step.

Adjusting a Claim, continued

Step 1

Medicare Crossover Details	
Deductible Amount	1,340.00
Co-insurance Amount	1,132.00
Blended Deductible Amount	0.00
Medicare Payment Date	10/01/2018
Medicare Payment Amount	4,528.00
No Adjudication Errors exist for this claim	
<div>Continue Cancel</div>	

For this example, the user has removed the Medicare **Deductible Amount** (step 10) from the adjusted claim.

To continue, the user will:

11. Click the **Continue** button to proceed to Step 2.

Medicare Crossover Details	
Deductible Amount	
Co-insurance Amount	3,000.00
Blended Deductible Amount	0.00
Medicare Payment Date	10/01/2018
Medicare Payment Amount	7,000.00
No Adjudication Errors exist for this claim	
<div>Continue Cancel</div>	

Adjusting a Claim, continued

Once the user has clicked the **Continue** button, Step 2 will populate and the user will:

12. Click the **Continue** button again at the bottom of the page and Step 3 will populate.

NOTE: Click the **Cancel** button to cancel the adjustment.

Resubmit Institutional Claim ID 2218276000022: Step 2 ?

* Indicates a required field.

Claim Type Crossover Inpatient

Provider Information

Billing Provider ID 1801152566 **ID Type** NPI

Patient and Claim Information

Claim Status Finalized Payment	Gender Male
Recipient ID 80733203496	Total Charged Amount \$17,911.35
Recipient FERADRF FICDTF	Admission Date/Hour 09/12/2018 - 10:00
Birth Date 01/26/1943	Admitting Diagnosis I5030-Unspecified diastolic (congestive) heart failure
Covered Dates 09/12/2018 - 09/17/2018	
Admitting Diagnosis Type ICD-10-CM	

Medicare Crossover Details

Deductible Amount -	Co-insurance Amount \$3,000.00
Blood Deductible Amount \$0.00	Medicare Payment Date 10/01/2018
Medicare Payment Amount \$7,000.00	

[Expand All](#) | [Collapse All](#)

Diagnosis Codes -

Select the row number to edit the row. Click the **Remove** link to remove the entire row.
Please note that the 1st diagnosis entered is considered to be the principal (primary) Diagnosis Code.

#	Diagnosis Type	Diagnosis Code	POA	Action
1	ICD-10-CM	I5030-Unspecified diastolic (congestive) heart failure	Yes	Remove
2	ICD-10-CM	I10-Essential (primary) hypertension	Yes	Remove
3	ICD-10-CM	I509-Heart failure, unspecified	Unknown	Remove
4				

4 ***Diagnosis Type** ***Diagnosis Code**

Present on Admission

[Add](#) [Reset](#)

Surgical Procedures +

No Adjudication Errors exist for this claim

[Back to Step 1](#) 12 [Continue](#) [Cancel](#)

Adjusting a Claim, continued

Resubmit Institutional Claim ID 2218276000022: Step 3 ?

* Indicates a required field.

Claim Type Crossover Inpatient

Provider Information

Billing Provider ID 1801152566 **ID Type** NPI

Patient and Claim Information

Claim Status Finalized Payment	
Recipient ID 80733203496	
Recipient FERADRF FICDTF	Gender Male
Birth Date 01/26/1943	Total Charged Amount \$17,911.35
Covered Dates 09/12/2018 - 09/17/2018	Admission Date/Hour 09/12/2018 - 10:00
Admitting Diagnosis Type ICD-10-CM	Admitting Diagnosis I5030-Unspecified diastolic (congestive) heart failure

Medicare Crossover Details

Deductible Amount _	Co-insurance Amount \$3,000.00
Blood Deductible Amount \$0.00	Medicare Payment Date 10/01/2018
Medicare Payment Amount \$7,000.00	

[Expand All](#) | [Collapse All](#)

Diagnosis Codes +

Service Details -

Attachments -

Click the **Remove** link to remove the entire row.

#	Transmission Method	File	Control #	Attachment Type	Action
+ Click to add attachment.					

No Adjudication Errors exist for this claim

Back to Step 1

Back to Step 2

13

Resubmit

Cancel

13. Click the **Resubmit** button.

NOTE: Click the **Cancel** button to cancel the adjustment.

Adjusting a Claim, continued

Service Details							
Svc #	Revenue Code	HCPCS/Proc Code	Mod	From Date	To Date	Units/Type	Charge Amount
1	0120-R&B-Semi-Pvt-2 Bed-General			09/12/2018	09/17/2018	5.000 Days	\$7,500.00
2	0300-Laboratory (Lab)-General			09/12/2018	09/17/2018	22.000 Unit	\$2,800.00
3	0320-Dx X-Ray-General			09/12/2018	09/17/2018	33.000 Unit	\$3,225.85
4	0350-CT Scan-General			09/13/2018	09/13/2018	2.000 Unit	\$1,500.00
5	0250-Pharmacy (Drugs)-General			09/12/2018	09/17/2018	5.000 Unit	\$2,885.50
No Adjudication Errors exist for this claim							
No External Cause of Injury Diagnosis Codes exist for this claim							
No Other Insurance Details exist for this claim							
No Condition Codes exist for this claim							
No Occurrence Codes exist for this claim							
No Value Codes exist for this claim							
No Surgical Procedures exist for this claim							
No Attachments exist for this claim							
Back to Step 1 Back to Step 2 Back to Step 3 Print Preview				14 Confirm Cancel			

14. Click the **Confirm** button.

NOTE: Click the **Cancel** button to cancel the adjustment.

Adjusting a Claim, continued

Resubmit Crossover Inpatient Claim: Confirmation?

Crossover Inpatient Claim Receipt

Your Crossover Inpatient Claim was successfully resubmitted. The claim status is Finalized Payment.

The Claim ID is 5918277000001.

Click **Print Preview** to view the claim details as they have been saved on the payer's system.

Click **Copy** to copy member or claim data.

Click **Adjust** to resubmit the claim.

Click **View** to view the details of the submitted claim.

Print Preview

Copy

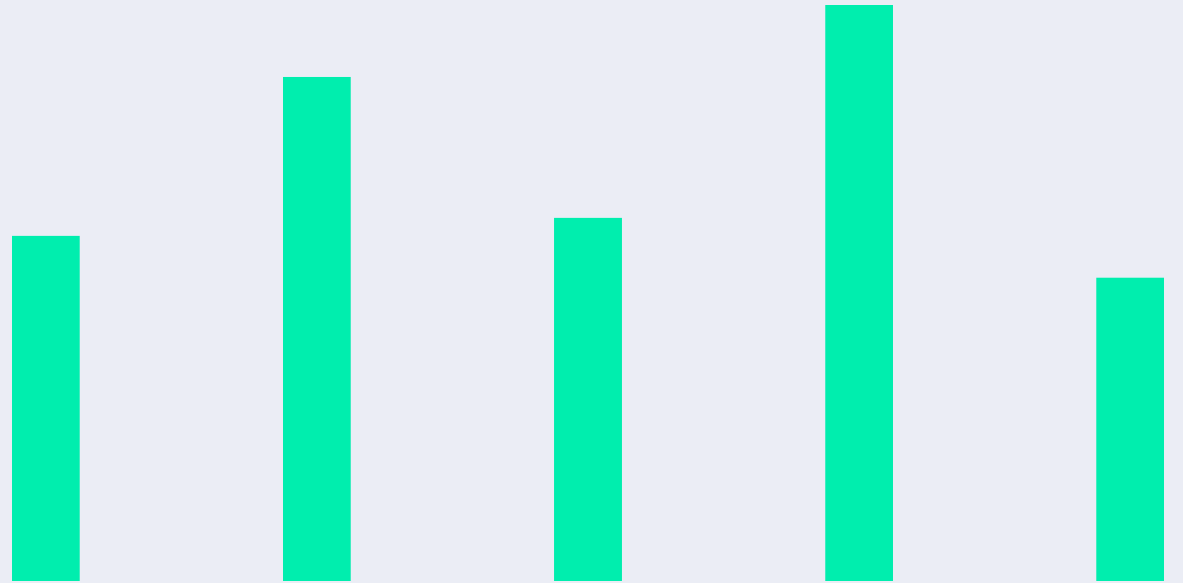
Adjust

View

Once the user clicks the **Confirm** button, the “Resubmit Crossover Inpatient Claim: Confirmation” page will appear.

It will display the claim status and adjusted Claim ID.

Submitting an Appeal for a Claim



Submitting an Appeal for a Claim

Delegate for Carson Tahoe Regional Role IDs Provider - In Network - 1255360160 (NPI) Location 1013843 - CARSON TAHOE HOSPITAL

Provider

Welcome Carson

Name

Provider ID

Location ID

▶ [My Profile](#)

▶ [Switch Provider](#)

Broadcast Messages

Hours of Availability
The Nevada Provider Web Portal is unavailable between midnight and 12:25 AM PST Monday-Saturday and between 8 PM and 12:25 AM PST on Sunday.

Welcome Health Care Professional!



We are committed to make it easier for physicians and other providers to perform their business. In addition to providing the ability to verify member eligibility and search for claims, payment information, and access Remittance Advices, our secure site provides access to eligibility, answers to frequently asked questions, and the ability to process authorizations.

Prior Authorization Quick Reference Guide [\[Review\]](#)

Provider Web Portal Quick Reference Guide [\[Review\]](#)

[Contact Us](#)

1

[Secure Correspondence](#)

Provider Services

▶ [Member Focused Viewing](#)

▶ [Search Payment History](#)

▶ [Revalidate-Update Provider](#)

▶ [Pharmacy PA](#)

▶ [PASRR](#)

▶ [EHR Incentive Program](#)

▶ [EPSDT](#)

▶ [Presumptive Eligibility](#)

From the home page, the user will:

1. Select **Secure Correspondence** to start the Appeal process.

Submitting an Appeal for a Claim, continued

Nevada Department of Health and Human Services
Division of Health Care Financing and Policy Provider Portal

[Contact Us](#) | [Logout](#)

[My Home](#) | [Eligibility](#) | [Claims](#) | [Care Management](#) | [File Exchange](#) | [Resources](#)

[My Home](#) > [Secure Correspondence](#) > Create Message Tuesday 07/03/2018 06:59 AM PST

Secure Correspondence - Create Message [Back to Message Box](#)

Enter your correspondence information below and click the **Send** button to send the correspondence to the plan or click **Cancel** to go back.

Technical Support will accept Provider Web Portal usage issues submitted through this page except for those relating to prior authorization. For pharmacy prior authorization questions call 855-455-3311. For non-pharmacy prior authorization questions, call 800-525-2395. For non-technical support related issues, please go to www.medicaid.nv.gov or call 1-877-638-3472.

* Indicates a required field.

* **Subject** 2

* **Message Category**

Email

Confirm Email

Phone Number

* **Preferred Method of Communication**

* **Service Provider ID**

* **Provider Type**

* **Denial Reason**

* **Message**

2. The user will select from the **Message Category** drop-down “Claims – Appeals” and fill out all of the required fields.

NOTE: If a different Message Category is selected, the Appeal will not be reviewed.

Submitting an Appeal for a Claim, continued

The screenshot shows a web form titled "Attachments". At the top, it says "Click the **Remove** link to remove the entire row." Below this is a table with columns: #, Transmission Method, File, Control #, Attachment Type, and Action. A "Click to collapse" link is visible. The form is divided into two sections. The first section, labeled with a blue hexagon containing the number 3, contains fields for "Transmission Method" (a dropdown menu set to "EL-Electronic Only"), "Upload File" (a text box with a "Browse..." button), "Attachment Type" (a dropdown menu), and a "Description" text box. The second section, labeled with a blue hexagon containing the number 4, contains "Add" and "Cancel" buttons. Below this, there is a "Send" button and a "Cancel" button, both highlighted with a red rectangle.

Next, the user will:

3. Click the **Browse** button and locate the file supporting the appeal request on their computer to attach.
4. Click the **Send** button.

NOTE: Once the user clicks **Send** and the appeal has been created, the system will create a Contact Tracking Number (CTN). The user can use the CTN to check on the status of the appeal.

Submitting an Appeal for a Claim, continued

Secure Correspondence - Message Box

Access your messages by selecting the individual subject line. Whenever a new message is sent, a confirmation e-mail precedes the request. For additional contact us.

Status	CTN #	Subject	Opened	Last
Open	4256	Appeal of a denial	09/18/2018	
Open	4255	testing	09/18/2018	
Open	4253	Testing from MO	09/18/2018	
Open	4252	Testing 6268 in MO	09/18/2018	
Open	4251	Testing 6268	09/06/2018	

Confirmation

5 Your secure message was successfully sent.

OK

After clicking **Send**, a confirmation message will populate with “Your secure message was successfully sent”

User will then need to:

5. Click the **OK** button.

NOTE: A confirmation email will be sent preceding the request.

Submitting an Appeal for a Claim, continued

Secure Correspondence - Message Box					
Access your messages by selecting the individual subject line. Whenever a new message is sent, a confirmation e-mail precedes the request. For additional queries please contact us.					
Create New Message					
Total Records: 13					
Status	CTN #	Subject	Message Category	Date Opened	Last Activity Date
Open	4256	Appeal of a denied claim	Claims - Appeals	10/02/2018	10/02/2018
Open	4255	testing	Claims - Appeals	09/27/2018	09/27/2018
Open	4253	Testing from MO	Level 2 Support - Account Issues	09/19/2018	09/19/2018
Open	4252	Testing 6268 in MO	Level 2 Support - Account Issues	09/18/2018	09/18/2018
Open	4251	Testing 6268	Claims - Appeals	09/06/2018	09/06/2018
Open	4227	Testing sample for 5916	Level 2 Support - Account Issues	08/14/2018	08/14/2018
Closed	4217	Help	Other	07/08/2018	08/03/2018
Open	4218	Testing Help	Other	07/08/2018	07/08/2018
Open	4219	Testing help..	Other	07/08/2018	07/08/2018
Open	4188	Testing in Model	Level 2 Support - Account Issues	04/09/2018	04/09/2018
1 2					

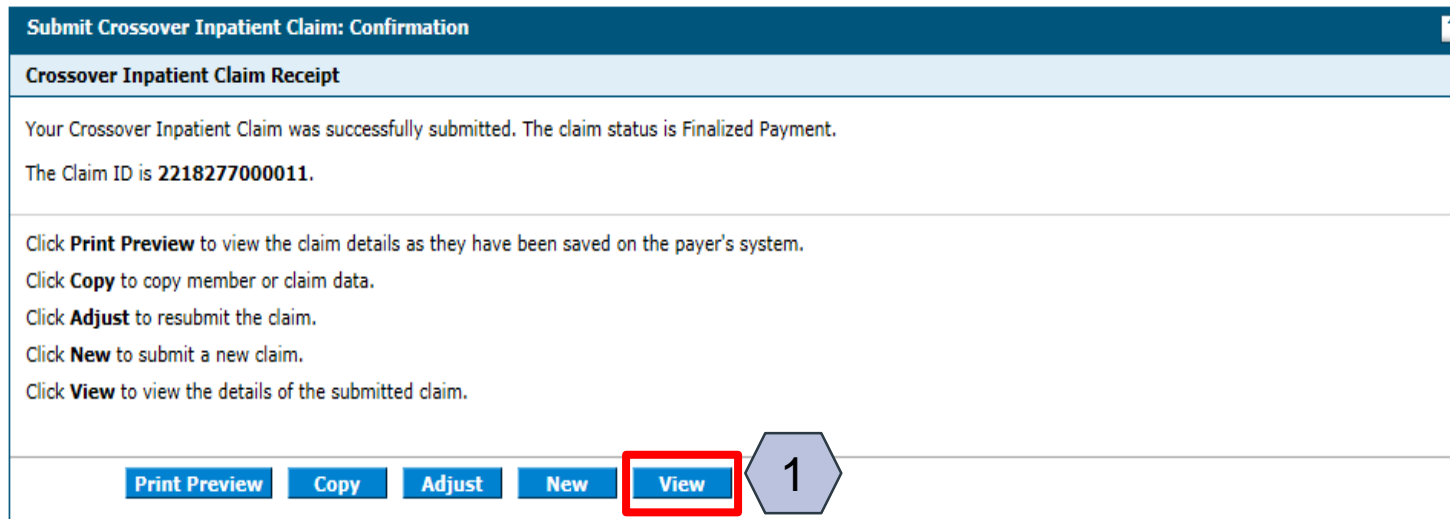
After the user clicks the **OK** button, they will be directed to the **Secure Correspondence - Message Box**, where the new CTN can be seen.

NOTE: After initial email confirmation, subsequent notifications of correspondence will not be sent.

Voiding a Claim



Voiding a Claim



Submit Crossover Inpatient Claim: Confirmation

Crossover Inpatient Claim Receipt

Your Crossover Inpatient Claim was successfully submitted. The claim status is Finalized Payment.
The Claim ID is 2218277000011.

Click **Print Preview** to view the claim details as they have been saved on the payer's system.
Click **Copy** to copy member or claim data.
Click **Adjust** to resubmit the claim.
Click **New** to submit a new claim.
Click **View** to view the details of the submitted claim.

[Print Preview](#) [Copy](#) [Adjust](#) [New](#) [View](#)

1

Should a claim need to be voided immediately after submitting for payment, the user will

1. Click the **View** button to begin the void process.

NOTE: Additionally, a claim can be voided by searching for a previously submitted claim, as shown in the Searching for an Institutional Claim section.

Voiding a Claim, continued

View Institutional Claim - ID 2218277000011		Back to Search Results ?	
Claim Type Crossover Inpatient			
Provider Information			
Billing Provider ID	1801152566	ID Type	NPI
Billing Provider Service Location	11-SAINT MARYS REGIONAL MEDICAL CENTER-235 W 6TH ST, RENO, NEVADA, 89503-4548		
Institutional Provider ID	1801152566	ID Type	NPI
Attending Provider ID	1952455032	ID Type	NPI
Operating Provider ID	_	ID Type	_
Other Operating Provider ID	_	ID Type	_
Referring Provider ID	_	ID Type	_
Patient Information			
Recipient ID	80733203496	Gender	Male
Recipient	FERADRF FICDTF		
Birth Date	01/26/1943		
Claim Information			
Claim Status	Finalized Payment	Admission Date/Hour	09/25/2018 - 08:00
Covered Dates	09/25/2018 - 09/28/2018	Admission Source	2-Clinic or Physician's Office
Admission Type	3-Elective	Discharge Hour	10:00
Admitting Diagnosis Type	ICD-10-CM	Facility Type Code	111-Hospital Inpatient (Including Medicare Part A)- Admit through Discharge Claim
Admitting Diagnosis	I10	Authorization Number	_
Patient Status	01-Discharged to Home or Self Care (Routine Discharge)	Related Claim ICN	_
Patient Number	2222		
Previous Claim ICN	_		
Note	_		
Total Allowed Amount	\$4,500.00	Total Co-pay Amount	\$0.00
		Total Charged Amount	\$11,772.22
		Total Paid Amount	\$0.00

Once the user has clicked the **View** button, the claim will display.

Voiding a Claim, continued

To void the claim, the user will:

2. Click the **Void** button at the bottom of the page.

Medicare Crossover Details										
Deductible Amount \$1,340.00					Co-insurance Amount \$1,320.00					
Blood Deductible Amount \$0.00					Medicare Payment Date 10/03/2018					
Medicare Payment Amount \$4,528.00										
Expand All Collapse All										
Diagnosis Codes										
Service Details										
Svc #	Revenue Code	HCPSC/Proc Code	Mod	From Date	To Date	Units/Type	Charge Amount	Allowed Amount	Co-pay Amount	Paid Amount
1	0120-R&B-Semi-Pvt-2 Bed-General			09/25/2018	09/28/2018	3.000 Days	\$3,600.00	\$4,500.00	\$0.00	\$0.00
2	0300-Laboratory (Lab)-General			09/25/2018	09/28/2018	22.000 Unit	\$2,800.00	\$0.00	\$0.00	\$0.00
3	0320-Dx X-Ray-General			09/25/2018	09/28/2018	3.000 Unit	\$3,250.00	\$0.00	\$0.00	\$0.00
4	0250-Pharmacy (Drugs)-General			09/25/2018	09/28/2018	3.000 Unit	\$2,122.22	\$0.00	\$0.00	\$0.00
No Adjudication Errors exist for this claim										
No External Cause of Injury Diagnosis Codes exist for this claim										
No Other Insurance Details exist for this claim										
No Condition Codes exist for this claim										
No Occurrence Codes exist for this claim										
No Value Codes exist for this claim										
No Surgical Procedures exist for this claim										
No Attachments exist for this claim										
<div><div>Adjust</div><div>Copy</div><div>Void</div><div>Print Preview</div></div>										

Voiding a Claim, continued

The system will ask if the user is sure and will list the Crossover Inpatient Claim ID that will be voided.

The user will then:

3. Click the **OK** button.

Total Allowed Amount		\$4,500.00	Total Co-pay Amount		\$0.00	Total Paid Amount		\$0.00			
Medicare Crossover Details											
Deductible Amount				\$1,340.00		Co-insurance Amount				\$1,320.00	
Blood Deductible Amount				\$0.00		Medicare Payment Date				10/03/2018	
Medicare Payment Amount				\$4,528.00							
Expand All Collapse All											
Diagnosis Codes											
Service Details											
Svc #	Revenue Code	HCP/CS/Proc Code	Mod	From Date	To Date	Units/Type	Charge Amount	Allowed Amount	Co-pay Amount	Paid Amount	
1	0120-R&B-Semi-Pvt-2 Bed-General			09/25/2018	09/28/2018	3.000 Days	\$3,600.00	\$4,500.00	\$0.00	\$0.00	
2	0300-Laboratory (Lab) -General			09/25/2018	09/28/2018	22.000 Unit	\$2,800.00	\$0.00	\$0.00	\$0.00	
3	0320-Dx X-Ray-General			09/25/2018	09/28/2018	3.000 Unit	\$3,250.00	\$0.00	\$0.00	\$0.00	
4	0250-Pharmacy (Drugs) -General			09/25/2018	09/28/2018	3.000 Unit	\$2,122.22	\$0.00	\$0.00	\$0.00	
No Adjudication Errors exist for this claim											
No External Cause of Injury Diagnosis Codes exist for this claim											
No Other Insurance Details exist for this claim											
No Condition Codes exist for this claim											
No Occurrence Codes exist for this claim											
No Value Codes exist for this claim											
No Surgical Procedures exist for this claim											
No Attachments exist for this claim											
Adjust Copy Void Print Preview											
Go to Top											

Confirmation

Are you sure you want to void this Crossover Inpatient Claim ID 2218277000011?

3 [OK](#) [Cancel](#)

Voiding a Claim, continued

d.
To Date are required fields for the search when Claim ID is not entered.
maximum range of 45 days.

8073320

Confirmation

Your Crossover Inpatient Claim ID was successfully voided.

OK

09/12/2018 To 09/17/2018 Claim Status

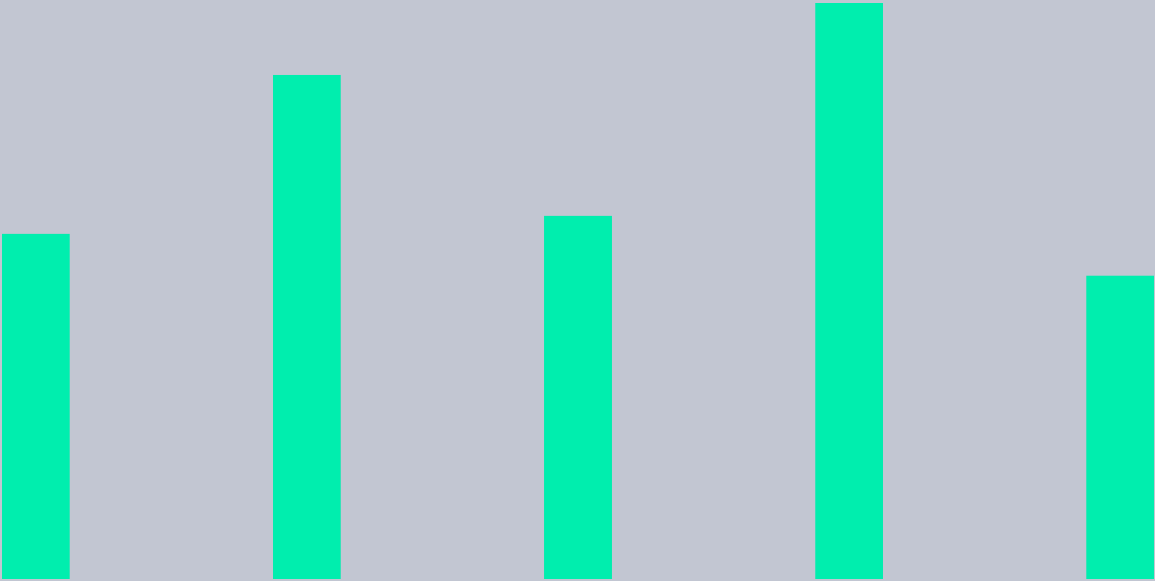
Reset

The system will send a confirmation message that the claim has been successfully voided.

The user will:

4. Click the **OK** button.

Resources



Resources

- For Forms: www.medicaid.nv.gov/providers/forms/forms.aspx
- For Electronic Verification System (EVS) General Information: www.medicaid.nv.gov/providers/evsusermanual.aspx
- For Secure EVS Web Portal: www.medicaid.nv.gov/hcp/provider/Home/tabid/135/Default.aspx
- Billing Information: www.medicaid.nv.gov/providers/BillingInfo.aspx
- Medicaid Services Manual: <http://dhcfp.nv.gov/Resources/AdminSupport/Manuals/MSM/MSMHome/>

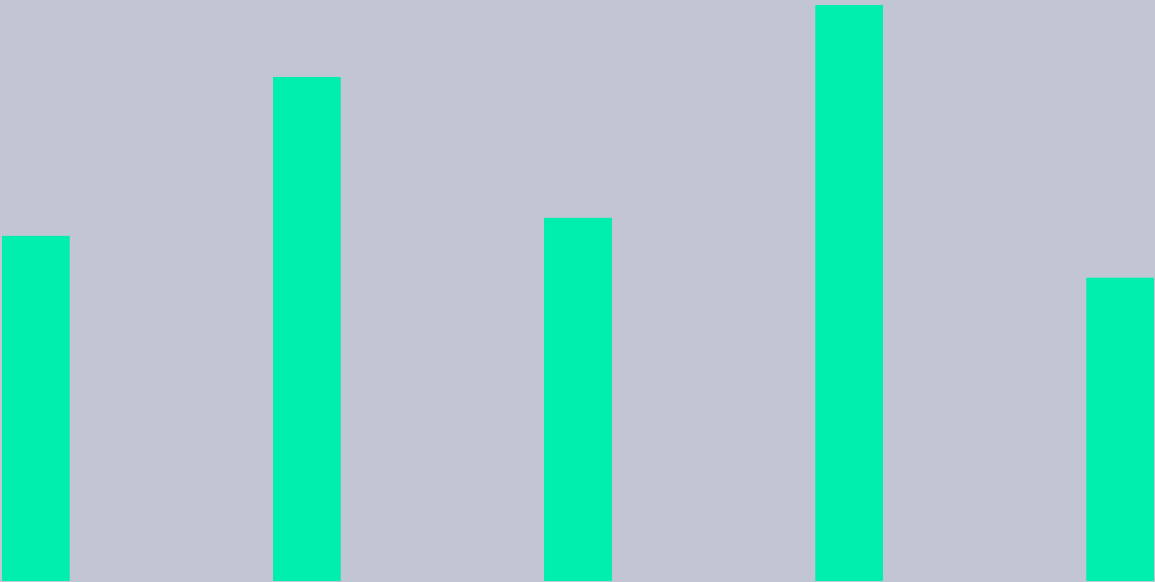
DHCFP Contact Information:

Nevada Department of Health and Human Services

Division of Health Care Financing and Policy / Long Term Support Services (Facilities Unit)

Email: LTSS@dhcfp.nv.gov / Telephone: (775) 684-3757

Contact Nevada Medicaid



Contact Nevada Medicaid

Prior Authorization Department: 800-525-2395

Customer Service Call Center: 877-638-3472 (Monday through Friday 8am-5pm Pacific Time)

Provider Relations Field Services Representatives:

Email: NevadaProviderTraining@dx.com

Thank you