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Web Announcement 2095

## Provider Documentation Reminders

The following reminders will assist providers in adhering to the documentation responsibilities required of each Nevada Medicaid/Nevada Check Up provider.

- It is the provider's responsibility to keep patient records that adhere to basic standards of practice in accordance with the Division of Health Care Financing and Policy's (DHCFP) Medicaid Services Manual (MSM), and state and federal statutes and regulations at a minimum of six years from the date of payment for the specified services. Providers are required to keep any records necessary to disclose the extent of services the provider furnished to recipients and to provide these records upon request to the DHCFP, Nevada Department of Health and Human Services, or the state Medicaid Fraud Control Unit.
- It is the provider's responsibility to submit accurate, complete and legible claims and supporting documentation upon request.
- Requested documentation must be provided within time frames specified by the DHCFP, other state and/or federal officials, or their authorized agents for the purpose of determining the validity of claims and the reasonableness and necessity of all services billed to and paid by the DHCFP.
- It is the provider's responsibility to adhere to program and provider type specific documentation requirements in the MSM, Billing Manual and the Billing Guidelines for each provider type.

Please review the provider responsibilities specified in the MSM Chapter 100 (Medicaid Program), MSM Chapter 3300 (Program Integrity), and the chapters related to the services you provide. The MSM is located at: <http://dhcfp.nv.gov/Resources/AdminSupport/Manuals/MSM/MSMHome/>.

The Billing Manual and Billing Guidelines are located on the Providers Billing Information webpage at: <https://www.medicaid.nv.gov/providers/BillingInfo.aspx>.