

CGM 4.1.1

Anatomy of a Fee Schedule

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Agenda

- What's new
- How to get ready



What's New



What's new?

- Fees schedules in both WFE and GPP
- Ability to view listings of fees more easily to review what you have on file
- Alternate fees now have their own effective dates and expiration dates



What's new?

- All RVU values available on procedure code and alternate fee:
 - Total
 - Work
 - Expense
 - Malpractice



What's new?

- More definition of alternate fees
 - Place of Service ID
 - Place of Service Class
 - Provider Specialty
 - Provider Group
 - Insurance Class



What's New

- Manage Fee Variance
 - Allowed amount variance report
 - Compare contracted amount to payment allowed amount



Constants Changes




General Parameters

CONSTANTS		GENERAL PARAMETERS		(CLS) 06/02/13	
ALLOW ALTERNATE FEES TO BE DEFINED BY THE FOLLOWING FIELDS (Y/N):					
PROCEDURE MODIFIER		<input checked="" type="checkbox"/>			
PLACE OF SERVICE IDENTIFIER:		<input type="checkbox"/>			
PLACE OF SERVICE CLASS.....		<input type="checkbox"/>			
PLACE OF SERVICE CODE.....		<input type="checkbox"/>			
PROVIDER SPECIALTY.....		<input type="checkbox"/>			
PROVIDER GROUP.....		<input type="checkbox"/>			
PROVIDER CODE.....		<input type="checkbox"/>			
INSURANCE CLASS.....		<input type="checkbox"/>			
INSURANCE CODE.....		<input type="checkbox"/>			
BILLING AREA.....		<input type="checkbox"/>			
ALLOW THE FOLLOWING FIELDS TO BE DEFINED WITHIN ALTERNATE FEES (Y/N):					
CHARGE AMOUNT	<input type="checkbox"/>	COPAY AMT OR PCT	<input type="checkbox"/>		
ALLOWED AMOUNT.....	<input type="checkbox"/>	BENEFIT CATEGORY.....	<input type="checkbox"/>		
BASE UNITS	<input type="checkbox"/>	CONTRACT STATUS	<input type="checkbox"/>		
TOTAL RVU	<input type="checkbox"/>	REQ PREAUTHORIZATION.....	<input type="checkbox"/>		
EXPENSE RVU	<input type="checkbox"/>	REQUIRE REFERRAL	<input type="checkbox"/>		
WORK RVU.....	<input type="checkbox"/>				
MALPRACTICE RVU	<input type="checkbox"/>				
HELP SEARCH PRINT SCREEN OK CANCEL					



Security

SECURITY		CONSTANTS		(CLS) 06/02/13	
OPERATOR: ADMIN (ADMIN)			OLD		
WEB PROGRAMS					
1 =	APPOINTMENT MANAGER.....	:	<input checked="" type="checkbox"/>	Y	
2 =	PATIENT MANAGER.....	:	<input type="checkbox"/>	Y	
3 =	GDI.....	:	<input type="checkbox"/>	Y	
4 =	REVENUE CYCLE MANAGEMENT REPORTS:	:	<input type="checkbox"/>	Y	
5 =	LOW BANDWIDTH USER.....	:	<input type="checkbox"/>	Y	
6 =	EOB IMAGING.....	:	<input type="checkbox"/>	Y	
7 =	DELETE EOB IMAGES.....	:	<input type="checkbox"/>	Y	
8 =	INDEX SCANNED EOBS.....	:	<input type="checkbox"/>	Y	
9 =	DOCUMENT MANAGEMENT.....	:	<input type="checkbox"/>	Y	
10 =	PROCEDURE CODE MANAGEMENT.....	:	<input type="checkbox"/>	Y	
F5=DELETE F7=SPECIAL PROGRAM SECURITY F8=PROVIDER GROUPS					
HELP		SEARCH		PRINT SCREEN	
OK		CANCEL			



Procedure Codes - WFE



WFE View

PROCEDURE CODES	CONSTANTS	(CLS) 06/02/13		
PROCEDURE CODE.....	99213	OLD		
MASTER DESCRIPTION.....	<input type="text"/>			
AVAILABLE?..... (Y/N)	<input type="checkbox"/> Y			
Access Alternate Fees from Master Description screen.				
F5=DELETE PROCEDURE CODE	F6=ALTERNATE FEES	(NO ALT FEE INFO)		
HELP	SEARCH	PRINT SCREEN	OK	CANCEL



PROCEDURE CODES		ALTERNATE FEES FOR 99213		(CLS) 06/02/13	
ALT FEE EFFECTIVE DATE...: <u>01/01/2013</u>		(CURRENT)			
PROCEDURE MODIFIER.....: __		PROVIDER SPECIALTY.....: __			
		PROVIDER GROUP.....: _____			
PLACE OF SERVICE ID.....: _		PROVIDER CODE.....: _____			
PLACE OF SERVICE CLASS...: _____					
PLACE OF SERVICE CODE...: _____		INSURANCE CLASS.....: <u>MC</u>			
		INSURANCE CODE.....: _____			
NOTE: TO FORCE A ZERO VALUE, ENTER A ZERO IN THE DESIRED FIELD					
		BILLING AREA.....: _____			
EXPIRATION DATE.....: <input type="text"/>					
CHARGE AMT.... (\$\$\$\$\$\$.CC): <input type="text"/>					
ALLOWED AMT... (\$\$\$\$\$\$.CC): <input type="text"/>					
BASE UNITS..... (NNN.NN): <input type="text"/>		COPAY AMT OR PCT.....: <input type="text"/>	<input type="checkbox"/>		
TOTAL RVU..... (NNN.NN): <input type="text"/>		BENEFIT CATEGORY.....: <input type="checkbox"/>			
WORK RVU..... (NNN.NN): <input type="text"/>		CONTRACT STATUS.....: <input type="checkbox"/>			
EXPENSE RVU..... (NNN.NN): <input type="text"/>		REQUIRE PREAUTH.....: <input type="checkbox"/>			
MALPRACTICE RVU... (NNN.NN): <input type="text"/>		REQUIRE REFERRAL.....: <input type="checkbox"/>			
F5=DELETE ALT FEE		F9=VIEW STD PROC DETAIL			
HELP		SEARCH		PRINT SCREEN	
OK		CANCEL			

- New alternates:
- Place of service ID
 - Place of Service Class
 - Provider Specialty
 - Provider Group
 - Insurance Class
- RVUs
- Total
 - Work
 - Expense
 - Malpractice



Procedure Codes - GPP



Fees in the PUI

- Access by selecting Home. Select Procedure Code Constants under System Management.

The screenshot shows a web application interface for managing procedure code constants. At the top right, there is a 'Manual Lock: [Set Remove](#)' link and a row of navigation links: [Upload](#), [Fee Lookup](#), [Batch Status](#), and [Help](#). Below this, there are two tabs: 'Procedure Codes' (selected) and 'Alternate Fees'. To the right of the tabs are 'Search', 'Clear', and 'Cancel' buttons. The main area contains several filter fields, each with an 'Exclude' checkbox and a search icon:

- Procedure Code**: Exclude []
- Procedure Code Range**: Exclude [] [] [] [] [] [] [] [] []
- Type of Service**: Exclude [] [] [] [] []
- Revenue Center**: Exclude [] [] [] [] []
- Effective Date Range**: Exclude [] []
- Include Unavailable Codes**:
- Display**: Current Future Expired



Getting Ready



How to get ready!

- Have you watched the 4.1 Procedure Code webinars to learn about the basic functionality?
 - Create Alternate Fees
 - Create Alternate Fee Index
 - Create Alternate Fee Version
 - Create Procedure Code Version
 - Create Procedure Code



How to get ready!

- What is your current fee schedule structure?
 - How were your fees setup?
 - By modifier? POS? Insurance Code? Insurance Class? A combination?
 - How do you report on the fees in your practice?



How to get ready!

- Create custom indices
 - By Insurance, Effective Date and Procedure
 - By Procedure, Insurance and Effective Date
- Indices are created and become effective after a system reboot
- Depending on the size of your fee database, the index can have an effect on your end of day process. Consider doing this on the weekend when it will have less impact on your processes



Insurance Class versus Insurance Code

- You will create a new fee schedule by insurance class based on the most current effective date of the insurances in the insurance class
- You will be able to select the fees and create a file that will be available in printer management for download.
- Use the file to create an effective date and add the insurance class.
- The file will be uploaded from the Upload link on the Procedure screen in the GPP



Expiring insurance codes

- You will expire insurance codes as the next step in the process
- Download the fee schedule for each insurance code
- Add an expiration date
- Upload to Group Management



How to get ready!

- Review reports and claim logic to be sure there is no impact on the changes
- Constants and security need to be updated!
- DO THIS IN A TEST/CLASS PRACTICE FIRST!!!!



Questions?



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