

Administrator Alert

Policy updates & rule clarifications for Assisted Living, Residential Care & Nursing Facilities

Office of Licensing & Quality — Oregon Department of Human Services

October 21, 2008

Important Nursing Facility Payment Information

Please share the pertinent information with your business office staff.

With implementation of the replacement payment system - Medicaid Management Information System (MMIS) - coming in December 2008, the Nursing Facility Team would like to take this opportunity to share some important steps that facilities can take to make this a smooth transition and to promote accurate payment of claims.

The last Turn-Around-Documents (TADs) will be mailed one month prior to implementation of the replacement MMIS, which is scheduled for December 2008. Beginning in December 2008, all nursing facility billings to DMAP will need to be in one of the following formats:

- The UB-04 paper claim form; or
- The electronic institutional format (837) direct billing;

Please note: Electronic billing via the web portal (web billing) has been postponed and will not be available when the replacement MMIS system goes live in December 2008. The Department will notify you when this functionality becomes available.

Because data from the current ELGF system (also known as the Long Term Care File) will be converted into the replacement MMIS system, it is very important for facilities and DHS staff to reconcile any outstanding discrepancies before the replacement MMIS system goes live. For your convenience, the attached form (SDS 0462) has been created for facilities to use to communicate admissions, discharges, hospitalizations, and/or temporary leaves of absence to the local DHS field office. This is not a required form; however, we hope you find it helpful. Any feedback you have about the form will be appreciated. You can continue to use this form even after the new system has been fully implemented.



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Training for the new MMIS is currently underway. If you haven't signed up, you may access the DHS Learning Center at the following web site address: <https://dhslearn.hr.state.or.us>. If you need technical assistance in order to sign up for the training, please call Scott or Kristen at 503-945-6549. Additional information, related to the replacement MMIS, is also available in the Provider Tools section of the DHS website:

http://www.oregon.gov/DHS/mmis/training/course-info.shtml#_handbooks. The nursing facility team is in the process of developing a UB-04 billing guide for submitting nursing facility claims. This guide will be sent to all Medicaid certified nursing facilities once it has been complete.

For TAD-related questions, contact your current DMAP Claim Specialist: Vivien VanHatten at 503-945-5778, or Rose Laurente at 503-945-5779.

For crossover claims billing, contact DHS Provider Services at 1.800.336.6016, or DMAP.Providerservices@state.or.us

For direct billing with the electronic institutional 837, contact DHS' EDI Support at 1.888.690.9888, or email us at DHS.EDISupport@state.or.us.

If you have any comments regarding nursing facility policy, use of the attached form or suggested changes to the form, please contact Dave Allm at 503-945-6407, or by email at David.C.Allm@state.or.us.

If you would like an electronic copy of the form SDS 0462, you can download the form at the DHS Forms web site, <http://www.dhs.state.or.us/admin/forms/>, or you can contact Kristina Krause at 503-945-6238, or by email at Kristina.R.Krause@state.or.us.

