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**To: All Indiana Health Coverage Programs Waiver Providers**

**Subject: Home and Community-Based Services Waiver Claims Information**

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## Overview

The purpose of this bulletin is to notify waiver program providers that waiver claims will be denied after July 1, 2000, if a provider bills incorrectly for waiver services.

For a waiver claim to be processed for reimbursement all of the following must occur:

- The recipient must be approved for home and community-based services (HCBS) waiver services for the dates of services billed
- The provider must be an enrolled HCBS waiver provider for the waiver program billed
- The provider must be authorized to provide the specific HCBS waiver service (procedure code) billed
- The specific waiver service (procedure code) must be applicable to the recipient's approved waiver
- The waiver claims must be billed on a HCFA-1500 claim

As of July 1, 2000, specific edits will be implemented to ensure proper payment of waiver claims. For example, if the recipient is approved for the Aged and Disabled Waiver for July 2000, case management must be billed using the Aged and Disabled Case Management procedure code (Z5600) and not the ICF-MR Case Management procedure code (Z5014). If a provider such as a home health agency is approved to provide Traditional Medicaid Program services and waiver services, the provider will have two separate provider numbers. The waiver claims must be filed under the waiver provider number on

a HCFA-1500 claim and the provider must be authorized to provide the waiver services billed for the recipient's specific waiver program.

Bulletin *BT200012, Traumatic Brain Injury Waiver Program*, dated March 10, 2000, contains information on basic billing procedures and waiver procedure codes.

Table 1.1 – Waiver Edits

Edit Number	Reason for denial of claim	Resolution
1041	The provider's waiver specialty is not valid on the dates of service for the recipient's specific waiver (level of care).	Contact case manager or the Waiver Unit*
2013	The recipient's level of care is not valid for the dates of service billed.	Contact case manager or the Waiver Unit*
2035	The recipient is a member of Hoosier Healthwise Package C or the 590 Program, therefore, is ineligible for waiver services.	Contact case manager or county office
4216	An inappropriate procedure code was used for a recipient's specific waiver (level of care).	Refer to the <i>Home and Community-Based Waiver Provider Manual</i>
4217	The claim was submitted using an invalid provider number (not a waiver provider number).	Verify waiver provider number
4218	All waiver claims must be billed on a medical (HCFA-1500) claim form.	Resubmit HCFA-1500 claim

*\*Please see Table 1.2 for specific contact information.*

Table 1.2 – Contact Information

Location	Waiver Program	Name	Telephone
Waiver Unit	Autism	Lynn Jump	(317) 232-7126
	Aged and Disabled	Adrienne Durham	(317) 232-5110
	ICF/MR	Tom Chumbley	(317) 232-7111
		Coleman Wages	(317) 232-7093
	Medically Fragile Children	Phyllis Balfour	(317) 232-1740
	Traumatic Brain Injury	Donna Evans	(317) 232-7064
EDS Waiver Provider Representative	All	Jo Melloh	(317) 488-5072

*Note: The Waiver Unit can also be reached toll-free at 1-800-545-7763. Please use the last four digits of telephone number that corresponds to the person you wish to contact as listed in Table 1.2.*

## Indiana Health Coverage Programs Seminars

The Office of Medicaid Policy and Planning (OMPP), the Office of Children's Health Insurance Program (CHIP), and EDS will hold a series of Indiana Health Coverage Programs (IHCP) seminars at three locations across the state this year. Each of the three-day seminars will include seminar sessions on various topics, including a specific session about waiver programs.

The waiver session is designed for anyone billing the waiver program. The session will provide general information and HCFA-1500 billing instructions for the Aged and Disabled, Autism, ICF/MR, Medically Fragile Children, and Traumatic Brain Injury (TBI) waiver programs. The session also provides information about correct form completion, adjustments, top ten provider denial reasons, and frequently asked questions.

Seminars will be offered in Indianapolis; Jeffersonville, Ind.; and South Bend, Ind. Please see Table 1.3 for specific dates and times.

<b>Time</b>	<b>Date</b>	<b>Location</b>
9 a.m. to 12 p.m.	Tuesday, August 22, 2000	Indianapolis – Indiana Convention Center
9 a.m. to 12 p.m.	Thursday, August 24, 2000	Indianapolis – Indiana Convention Center
9 a.m. to 12 p.m.	Wednesday, September 13, 2000	Jeffersonville – Ramada Inn
9 a.m. to 12 p.m.	Friday, September 15, 2000	Jeffersonville – Ramada Inn
9 a.m. to 12 p.m.	Tuesday, October 10, 2000	South Bend – Century Center
9 a.m. to 12 p.m.	Thursday, October 12, 2000	South Bend – Century Center

The deadline for mail-in preregistration is two weeks prior to the date a seminar begins. Deadlines are August 8, 2000, for the Indianapolis seminar; August 31, 2000, for the Jeffersonville seminar; and September 26, 2000, for the South Bend seminar. Individuals may also preregister in person from 4 p.m. to 6 p.m. on the evening prior to each day of the IHCP seminars. Preregistration for sessions will be on a space-available basis.

Requests for sessions will be accepted in the order received; however, time and meeting space limitations may preclude EDS from honoring

all requests. Individuals who do not preregister by mail may register on a walk-in basis for sessions as space is available.

A deposit of \$25 **per person** is required to preregister and must accompany the completed preregistration form. Checks should be made payable to EDS. **Deposits will be returned only to those registrants who attend the seminar.** Deposits will not be returned to those who register, but do not attend. Checks will be mailed to the check addressee 30 days after the seminar.

Additional information about the IHCP seminars and a preregistration form were included in bulletin *BT200016, Indiana Health Coverage Programs Seminars*, dated May 5, 2000. To obtain a copy of this bulletin, please visit [www.indianamedicaid.com](http://www.indianamedicaid.com).

## Additional Information

If there are additional questions on the information in this bulletin, contact the EDS Customer Assistance Unit at (317) 655-3240 in the Indianapolis local area or 1-800-577-1278.