

PROVIDER INQUIRER

March 1st, 2006

www.michigan.gov/mdch

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Sterilization Consent Forms

When billing for charges related to a sterilization procedure, a copy of the completed MSA-1959 must be included. The sterilization consent form should be completed at least thirty days prior to the procedure being performed. This form may be submitted by fax or accompany the claim. To fax in the consent form prior to claim submission, providers need to follow the procedures below:

1. Complete a cover sheet (typed or printed) which must include: beneficiary name, beneficiary Medicaid ID number, provider's contact person, provider fax number, and provider phone number.
2. Fax the cover sheet and completed Informed Consent to Sterilization to (517) 241-7856. **Do not fax claims.**
3. Wait for a response. When notified that the Consent to Sterilization form has been accepted and is on file, inform the other providers via a copy of the response.
4. If there is no response within five working days, confirm that the fax was received. Be sure that the cover sheet included the necessary information needed for Medicaid staff to contact the provider. Resend the information if necessary.
5. All providers may then submit claims (either electronic or hard copy) to Medicaid. The Remarks Section or Comment Record must include the statement "Consent on File."
6. When the claim is received it will pend internally and a MDCH staff will manually review the claim. The information on the sterilization claim must match the information on the authorization form. If it does not, the claim is rejected.

Providers may find the sterilization consent form at our website: www.michigan.gov/mdch
>> Providers >> Information for Medicaid Providers >> Medicaid Provider Forms and Other Resources. It is available in a Microsoft Word document or an Adobe document. The second page of the form is a guide that can be used to determine the necessary information required in each field on the sterilization consent form. Please use this reference as a checklist to make sure the form has been completed in its entirety according to the guidelines indicated.

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What's New



Electronic Remittance Advice Changes

Michigan Medicaid has been making changes to the Electronic Remittance Advice (ERA), HIPAA Compliant 835. All billing agents currently receiving the 835 will should be aware of these new changes. These changes will be effective Pay Cycle 9, Pay Date 3/1/06.

Provider Inquirer Comments

Do you have ideas or comments about the Provider Inquirer Newsletter? If so let us know. We are always looking for suggestions and new ideas for the Provider Inquirer Newsletter.

MDCH welcomes all suggestions, comments, ideas or questions. Please let us know how we are doing and what you would like us to improve on. The Provider Inquirer is for the Medicaid provider community so it is your Newsletter to change.

All providers may contact us at ProviderSupport@michigan.gov. Please make sure to send your email with a subject line of Attn: Provider Inquirer Comments.

All reason codes will now be posted on the 835 to allow providers to easily crosswalk to our MDCH edits from the Medicare group, reason and remark codes. Prior to the changes, not all reason codes were being reported so providers could not identify the one-to-one relationship of the coding.

Please make sure all providers all utilizing the crosswalk that is posted at our website, visit: www.michigan.gov/mdch >> Providers >> Information for Medicaid Providers >> Electronic Billing.

Also within the ISA02 of the Header information, Medicaid will now be posting the Pay Cycle so providers will not have to rely on the date posted. The Pay Cycle will be reported as the two-

digit cycle number and due to system requirements it will always be followed by an "8". Example, Pay Cycle 12 will be reported as 128.

If you have any questions on the 835, please contact AutomatedBilling@michigan.gov.

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Medicaid Provider Training Updates

MDCH would like to thank all of the providers who completed the training survey that was posted at the MDCH website in December. Based on your comments and suggestions we are offering new training sessions for both the professional and institutional claim formats. We have also added new location sites to the schedule which we hope you will find more

accessible. The new schedule is currently posted at our website, visit: www.michigan.gov/mdch >> Providers >> Information for Medicaid Providers >> Medicaid Provider Training Sessions.

Medicaid ListServ Information

Michigan Medicaid is offering a ListServ to help communicate effectively to all Medicaid providers. A ListServ is an email list management software program which allows Medicaid providers to subscribe to different email listings. From the listings, Medicaid sends out important notices and systems changes directly to the email address which the provider signed up for.

Currently Medicaid has nine different email lists. MDCH would like to see more providers taking advantage of the ListServ. You can see the list descriptions and more information to sign-up at our website, visit: www.michigan.gov/mdch >> Providers >> Information for Medicaid Providers >> Provider Updates >> Provider Tips.

For any questions or problems with the Medicaid ListServ, please contact ProviderOutreach@michigan.gov.

Please remember all training sessions are free of charge however, we ask that all providers complete the online registration form at least two weeks prior to the date of the scheduled training. Also, please remember to bring all relevant billing material to the training session i.e., bulletins, manuals, remittance advice information.

Medicaid is always looking for new places to offer trainings. If your office or organizations have open conference rooms that you would allow us to use free of charge for training sessions, please let us know. You can contact us at ProviderOutreach@michigan.gov; please let us know the location of the office, the contact information for scheduling purposes and the occupancy limits.

We look forward to seeing you at the next session!

