

# REGISTRATION ALERT

Volume 3, Issue 1

January 2002

## For those who do Registration

### *Salutations and Commendations!*

A big tip of the hat goes to the following registrars who have maintained a consistently high accuracy rate for the previous month! Be sure to give these fellow employees a round of applause, especially if they work in your area!

*(No names this month...)*

We also want to recognize those who have made tremendous improvement in the past month. Great job! Keep up the good work!

EuWanda Anderson -- Family Medical Center  
Tonya Hunter -- GI Lab  
Ginny Williams -- Neurology  
Diane Miller -- ORTHO  
Dewinda Carter -- ORTHO  
Dianna Settles -- OP Radiology  
Toni Sullivan -- Faculty Adult Practice  
Janice Burkepile -- Faculty Adult Practice  
Michelle L. Harper -- Surgery Clinic

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## Private Health Care Systems Contract Terminated

*Anita Allaben*

**(aka PHCS-CC)** Effective 01/01/02, the contract between UAMS and Private Health Care Systems was terminated. The insurance plan code P65 will soon be inactivated. If a Private Health Care Systems patient receives services after 01/01/02, review the patient's insurance card closely. If you are unable to locate an insurance logo that corresponds to a plan code in the insurance master list, they will be classed Z99 and will no longer be considered "in-network".

If you have any questions about this, please contact the Managed Care office, at 614-2124.

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## Medicare Rate Increase

*Janet Beasley*

Effective January 1, 2002 Medicare Deductible and Premium rates for the calendar year 2002 have increased.

Deductible:

-- \$812.00 per benefit period

Coinsurance:

-- \$203.00 a day for days 61-90 in each benefit period

-- \$406.00 a day for days 91-150 for each "Lifetime Reserve" day used

-- \$101.50 a day in a Skilled Nursing Facility for days 21-100 in each benefit period.

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## Novasys Plan Codes

*Only two to choose from now!*

We now have only two Novasys plan codes in the Insurance Master. Novasys Preferred is plan code C02, and Novasys Select is plan code N52. The patient's insurance card will indicate whether the plan coverage is for Preferred or Select, and you should choose the appropriate plan code based on the card. You will need to fill in the appropriate Mail Claim To address based on the information on the card.

The old Novasys codes were listed with the name of the employer group first, then the name Novasys (e.g., Aerocell, Inc. - Novasys). Now they will be located by looking up Novasys and selecting either Novasys Preferred or Novasys Select.

If the patient was previously registered under one of the other multitudinous plan codes for Novasys, please make sure that new accounts are set up with either the C02 for Novasys Preferred, or N52 for Novasys Select. Expire the old, set up with the new!

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## Professional Master Update Changes!

For 2002 there is a change in the procedure for adding a physician to our Master File. From now on, whenever you use the physician ID #052334 and submit a master update form, you must document in CPI comments that you did so and include the name of the physician and whether it is a PCP or a Referring doc.

*(cont. next page)*

*In memory of...*



Annual UAMS Commemoration  
presented by UAMS Diversity  
Committee

Thursday, January 24, 2002  
12:00 - 1:00 pm  
Ed. III, G219 (Pauly Auditorium)  
(Reception at 11:30am in Foyer)

# Visit Level Codes

Karen Lamoreaux

## Professional Master Update Changes, cont.

Why?

- This will prevent multiple copies of the same request going to Physician Referral Services
- In addition, if YOU are the first access staff member that the patient encounters, you will be held accountable for sending the form and making sure the account is updated!

Example:

Let's say a patient presents to Clinic #1 at 8am. The registrar in that clinic would be the first to identify the missing PCP, complete the form and update the account. At 12noon the patient goes to Radiology for an Xray. Now the registrar in Radiology can see the comment in CPI and note that the issue has already been taken care of.

From an auditing perspective, Radiology can continue to use the Physician ID "052334 NO PCP IN PROF MASTER" without turning in a copy of the master update, as long as there is a comment in CPI that it has already been sent.

**The RIST has received many questions regarding this process. To confirm, here it is:**

When the patient gives the name of a Primary Care Physician - *OR* a Referring Physician that cannot be found in the Professional Master, please do the following:

- Enter physician ID # 052334 into the appropriate field. his is only temporary! You are not finished!
- Complete a Professional Master Update Form online at <http://physicianlink.uams.edu/profmaster>
- Document in CPI comments:  
"Completed PMU for Dr. \_\_\_\_\_ (PCP or Ref - please specify). Name/Clinic/Telephone.
- You will receive 2 emails.  
One from Carolyn Perrin in MCPG with an SMS ID#. Whoever, keys the charges in your area will need this one. This is the number that must be entered on the charge entry screen.

The second email comes from Physician Referral Services. It is the HBO # that you need to enter into the registration. Replace #052334 with this new number.

We hope this answers your questions! Please feel free to direct further questions to the Revenue Integrity Specialist Team!

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## Visit Level User Code no longer a billable Error!

For those of you that participate in the audit process, you may be pleased to hear that the field for Visit Level User Code is no longer a billable error. This means that you are still responsible for it, however, if you get it wrong, it will not figure into your score.

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## Trivia Time!

Revenue Integrity Specialist Team

Beginning Jan 2002, the Revenue Integrity Specialist Team will offer trivia questions each month! How informed are YOU?

1. What does HIPAA Stand for?
  - a) Health Information Privacy Action Association
  - b) Health Insurance Portability and Accountability Act
  - c) Health Industry Protection Against Acquisitions
  - d) Health Insurance Plans that Aggravate Access (personnel)

For more info you can visit

<http://www.hcfa.gov/hipaa/hipaahm.htm>. I

HIPAA is going to have a HUGE impact on Access personnel - especially front line registration in 2003 so read up!

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The answer = B