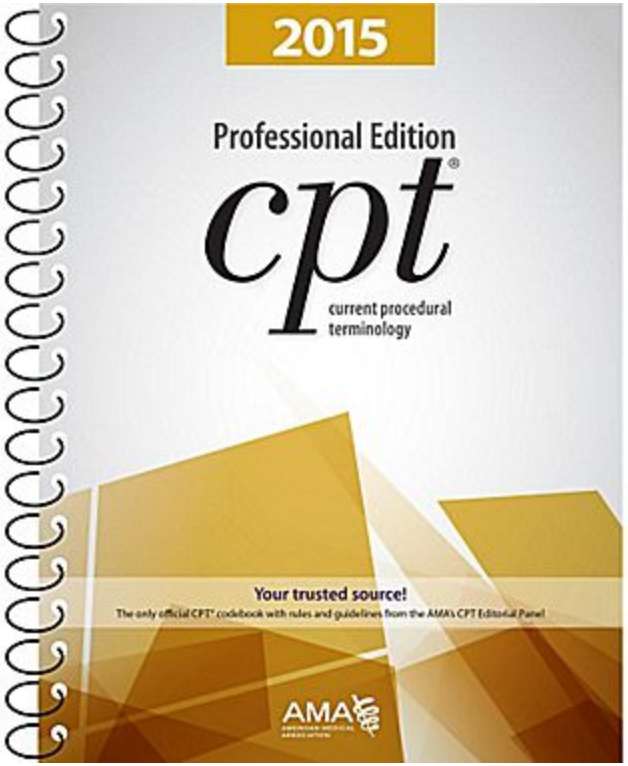
Office of Billing Compliance 2015 Coding, Billing and Documentation Program

Department of Dermatology

UHealth
UNIVERSITY OF MIAMI HEALTH SYSTEM

UNIVERSITY OF MIAMI
MILLER SCHOOL
of MEDICINE

2015 Code Changes

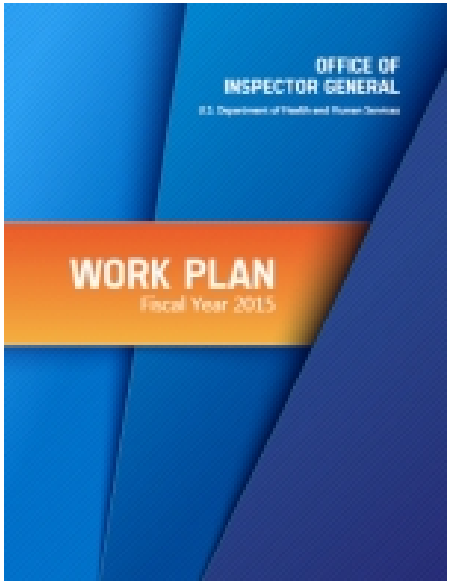


Dermatology had no specific CPT code additions, revisions or deletions.

Documentation in the EHR - EMR

Volume of Documentation vs Medical Necessity

Annually OIG publishes it "targets" for the upcoming year. Included is EHR Focus and for practitioners could include:



Pre-populated Templates and Cutting/Pasting Documentation containing inaccurate or incomplete or not provided information in the medical record

- **REMEMBER:** More volume is not always better in the medical record, especially in the EMR with potential for cutting/pasting, copy forward, pre-defined templates and pre-defined E/M fields. Ensure the billed code is reflective of the actual service provided on the DOS only.

General Principals of Documentation

- All documentation must be legible to all readers. Illegible documents are considered not medically necessary if it is useless to provide a continuum of care to a patient by all providers. Documentation is for the all individuals not just the author of the note.
- Per the Centers for Medicare and Medicaid services (CMS) practitioners are expected to complete the documentation of services "during or as soon as practicable after it is provided in order to maintain an accurate medical record."
  - CMS does not provide any specific period, but a reasonable expectation would be no more than a couple of days away from the date of service.
  - Until the practitioner completes the documentation for a service, including signature, the practitioner cannot submit the service to Medicare. Medicare states if the service was not documented, then it was not done, and this includes a signature.
- An addendum to a note should be dated and timed the day the information is added to the medical record and only contain information the practitioner has direct knowledge is true and accurate.

Lesions

Lesion Destruction General Documentation

- A record of statement of a non-specific diagnosis such as "skin lesion" with or without documentation of signs and symptoms will **not** be sufficient justification for lesion removal when used solely to reference a patient's complaint or a physician's physical findings.
- Similarly, use of ICD-9-CM code 702.11 - "Inflamed seborrheic keratosis" - will be insufficient to justify lesion removal without medical record documentation of the patient's symptoms and physical findings.
- When size change is present, documentation of size change is necessary. The documentation that establishes the medical necessity of each service must be maintained with the patient's record.
- The type of removal is at the discretion of the treating physician and the appropriateness of the technique used will not be a factor in deciding if a lesion merits removal.

Lesion Destruction General Documentation

- A benign lesion excision, (CPT 11400-11446), must have medical record documentation as to why an excisional removal, other than for cosmetic purposes, was the surgical procedure of choice.
- The decision to submit a specimen for pathologic interpretation will be independent of the decision to remove or not remove the lesion. It is assumed, however, that a tissue diagnosis will be part of the medical record when an ultimately benign lesion is removed based on physician uncertainty as to the final clinical diagnosis.
- Scar removal or revision (surgery or intralesional steroid injection) is considered **medically necessary** for the following indications when adequate documentation is provided:
  - Interference with normal bodily function; OR
  - Causing pain; OR
  - For restoration to correct a functional impairment or facial scarring caused by accidental injury, covered surgery or other therapeutic processes.

Lesion Destruction General Documentation

- Cosmetic surgery and any complications of cosmetic surgery are **not** eligible for coverage.
  - This includes any operative procedure or any portion of an operative procedure intended solely to improve physical appearance.
  - Exceptions are those procedures that restore bodily function or correct deformity resulting from disease, trauma or complications of previous non-cosmetic surgery.
- Seborrheic keratoses, sebaceous (epidermoid) cysts, nevi, papillomas and viral warts (excluding condyloma acuminatum) must be symptomatic or present with objective signs/symptoms, otherwise, they are considered to have been removed for cosmetic purposes and, therefore, **not medically necessary**.

Lesion Destruction General Documentation

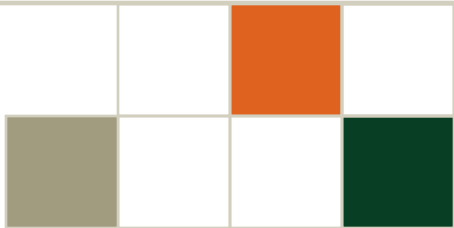
- In addition wart destruction and/or removal will be covered when **any** of the following clinical circumstances are present:
  - Periocular warts associated with chronic recurrent conjunctivitis thought secondary to lesional virus shedding
  - Warts showing evidence of spread from one body area to another, particularly in the immunosuppressed patients.
- DOCUMENTATION REQUIREMENTS
  - Medical records maintained by the physician must **clearly and unequivocally** document the medical necessity for lesion removal(s). Documentation must contain a written description of **each** surgically treated lesion in terms of location, and physical characteristics.
  - A record of statement of a non-specific diagnosis such as "skin lesion" with or without documentation of signs and symptoms will **not** be sufficient justification for lesion removal when used solely to reference a patient's complaint or a physician's physical findings.

Mohs Micrographic Surgery (17311-17315)

- Removal of complex or ill-defined skin cancer with histologic examination of 100% of the surgical margins.
  - Single physician acts in two integrated but separate and distinct capacities: surgeon and pathologist.
  - If either of these responsibilities is delegated to another physician who reports the services separately, these codes should not be reported.
- The Mohs surgeon removes the tumor tissue and maps and divides the tumor specimen into pieces, and each piece is embedded into an individual tissue block for histopathologic examination. Thus a tissue block in Mohs surgery is defined as an individual tissue piece embedded in a mounting medium for sectioning.

- If repair is performed, use separate repair, flap, or graft codes. If a biopsy of a suspected skin cancer is performed on the same day as Mohs surgery because there was no prior pathology confirmation of a diagnosis, then report diagnostic skin biopsy (11100, 11101) and frozen section pathology (88331) with modifier 59 to distinguish from the subsequent definitive surgical procedure of Mohs surgery.

Global Surgery



Surgical Package: Includes 0 and 10 day "surgeries" such as Mohs (000 days) & excisions /skin tags (10 days)

The term surgical or global package constitutes one fee for the procedure or surgery to the performing practitioner and their group which includes the following services:

- Local anesthesia or metacarpal/metatarsal digital block
- After the decision for a procedure or surgery, one related E/M service immediately prior to or on the same day
- Procedure or Surgery
- Immediate postoperative care
  - Writing orders
  - Evaluating the patient, and
  - Dictating the note, talking to the family and other physicians

Typical postoperative follow-up care

Please Note:

Any complications that *do not* require a return to the "operating room" *are included* in Medicare's surgical package reimbursement during the global period.

- This includes E/M visits, clinic and bedside procedures

Services Not Included in the Global Surgery Fee

- Visits unrelated to the diagnosis for which the surgical procedure is performed. Treatment for the underlying condition or an added course of treatment which is not part of the normal recovery from surgery. Append modifier -24 to the E/M code.
- Treatment for postoperative complications that cause a return trip to the operating room, including ASCs and hospital outpatient departments. Append modifier -78 to the procedure code for the procedure provided in the operating room.
- Diagnostic tests and procedures, including diagnostic radiological procedures (no modifier required).
- Critical Care services (codes 99291 and 99292) unrelated to the surgery, or the critical care is above and beyond the specific anatomic injury or general surgical procedure performed Immunosuppressive therapy for organ transplants.

Top Procedures Billed Dermatology

CPT Code	Description	Global Days
10061	Incision and drainage of abscess	010
10160	Puncture aspiration of abscess	010
11100	Biopsy of skin	000
11311	Shaving of epidermal or dermal lesion	000
11422	Excision, benign lesion	010
17000	Destruction (eg, laser surgery, electrosurgery, cryosurgery, chemosurgery, surgical curettement), premalignant lesions (eg, actinic keratoses); first lesion	010
11200	Removal of skin tags, multiple fibrocutaneous tags, any area; up to and including 15 lesions	010
17110	Destruction (eg, laser surgery, electrosurgery, cryosurgery, chemosurgery, surgical curettement), of benign lesions other than skin tags or cutaneous vascular proliferative lesions; up to 14 lesions	010
11400	Excision, benign lesion including margins, except skin tag (unless listed elsewhere), trunk, arms or legs; excised diameter 0.5 cm or less	010
95044	Patch or application test(s) (specify number of tests)	XXX

Allergy Testing in The Office (POS 11)

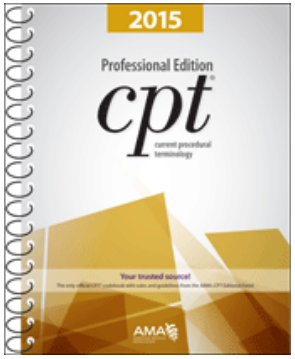
- **Allergy Testing Codes.**
  - 95044 Patch or application test(s) (specify number of tests)For either test, you would charge for the number of tests as well as for the controls.
    - The interpretation and report of the test are included as part of the value of the allergy testing code.

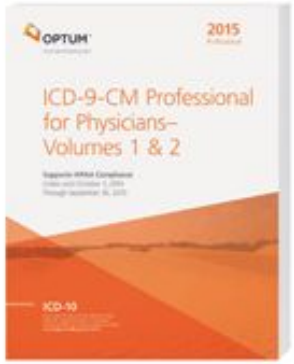
Therefore, if an E/M service is charged on the same day as the test, the E/M service must be significant and separately identifiable beyond the definition of the testing code.

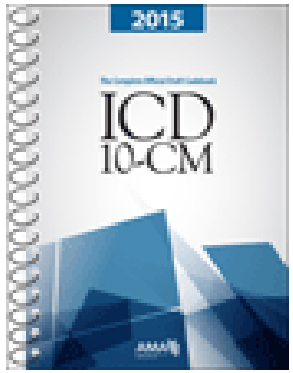
Inpatient, Outpatient and Consultations

Evaluation and Management E/M

Documentation and Coding







New vs Established Patient for E/M

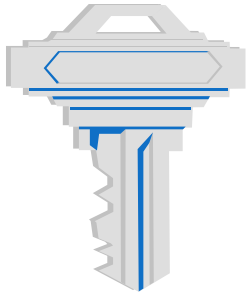
Outpatient Office and Preventive Medicine

https://questions.cms.gov/faq.php?id=5005&faqId=1969

What is the definition of "new patient" for billing E/M services?

- “New patient" is a patient who has not received any professional services, i.e., E/M service or other face-to-face service (e.g., surgical procedure) from the physician or physician group practice (same physician specialty) within the previous three years.
- An interpretation of a diagnostic test, reading an x-ray or EKG etc., (billed with a -26 modifier) in the absence of an E/M service or other face-to-face service with the patient does not affect the designation of a new patient.

E/M Key Components



- **History (H)** - Subjective information
- **Examination (E)** - Objective information
- **Medical Decision Making (MDM)** – The assessment, plan and patient risk

The billable service is determined by the combination of these 3 key components.

- All 3 Key Components are required to be documented for all E/M services.
- For coding the E/M level
  - New OP and initial IP require all 3 components to be **met or exceeded** and
  - Established OP and subsequent IP require 2 of 3 key components to be **met or exceeded and one must be MDM**.

When downcoded for "medical necessity" on audit,
it is often determined that documented H and E exceeded what was deemed "necessary" for the visit (MDM.)

Elements of an E/M History

The extent of information gathered for history is dependent upon clinical judgment and nature of the presenting problem.

Documentation of the patient's history includes some or all of the following elements:

- Chief Complaint (**CC**) and History of Present Illness (**HPI**) are required to be documented for every patient for every visit

WHY IS THE PATIENT BEING SEEN TODAY

- Review of Systems (**ROS**)

- Past Family, Social History (**PFSH**)

History of Present Illness (HPI)
A KEY to Support Medical Necessity to in addition to MDM

- HPI is chronological description of the development of the patient's **present illness or reason for the encounter** from the first sign and/or symptom or from the previous encounter to the present or the status of chronic conditions being treated at this visit.
  - The HPI must be performed and documented by the billing provider in order to be counted towards the level of service billed.

Focus upon present illness or reason for the visit!

- HPI drivers:
  - **Extent of PFSH, ROS and physical exam performed**
- **NEVER DOCUMENT PATIENT HERE FOR FOLLOW-UP WITHOUT ADDITIONAL DETAILS OF REASON FOR FOLLOW-UP. This would not qualify as a CC or HPI.**

HPI

- Status of chronic conditions being managed at visit
  - Just listing the chronic conditions is a medical history
    - Their status must be addressed for HPI coding

OR

- Documentation of the HPI applicable elements relative to the diagnosis or signs/symptoms being managed at visit
  - Location
  - Quality
  - Severity
  - Duration
  - Timing
  - Context
  - Modifying factors
  - Associated signs and symptoms

Review of Systems (ROS)

- Constitutional
- Eyes
- Respiratory
- Ears, nose, mouth, throat
- Cardiovascular
- Musculoskeletal
- Gastrointestinal
- Genitourinary
- Psychiatric
- Integumentary
- Neurologic
- Allergy/Immunology
- Endocrine
- Hematologic/Lymphatic

ROS is an inventory of specific body systems in the process of taking a history from the patient. The ROS is designed to bring out clinical symptoms which the patient may have overlooked or forgotten. In theory, the ROS may illuminate the diagnosis by eliciting information which the patient may not perceive as being important enough to mention to the physician relative to the reason for the visit.

ROS

Tip: There are no specific rules about how much to ask the patient about each system. This is left up to the discretion of the individual practitioner.

Tip: It is not necessary that the physician personally perform the ROS. It is acceptable to have staff record the *ROS* or the patient fill out an *ROS* questionnaire. However, the physician MUST review the information and comment on pertinent findings in the body of the note. In addition the physician should initial the *ROS* questionnaire and maintain the form in the chart as a permanent part of the medical record and note review of the form in the note.

Tip: You DO NOT need to re-record a ROS if there is an earlier version available on the chart. It is acceptable to review the old ROS and note any changes. The practitioner must note the date and location of the previous ROS and comment on any changes in the body of the current note.

Tip: The ROS may be recorded separately or may be documented within the HPI.

Past, Family, and/or Social History (PFSH)

- **Past history:** The patient's past medical experience with illnesses, surgeries, & treatments. May also include review of current medications, allergies, age appropriate immunization status
- **Family history:** May include a review of medical events in the patient's family, such as hereditary diseases, that may place a patient at risk or Specific diseases related to problems identified in the Chief Compliant, HPI, or ROS
- **Social history:** May include age appropriate review of past and current activities, marital status and/or living arrangements, use of drugs, alcohol or tobacco and education.

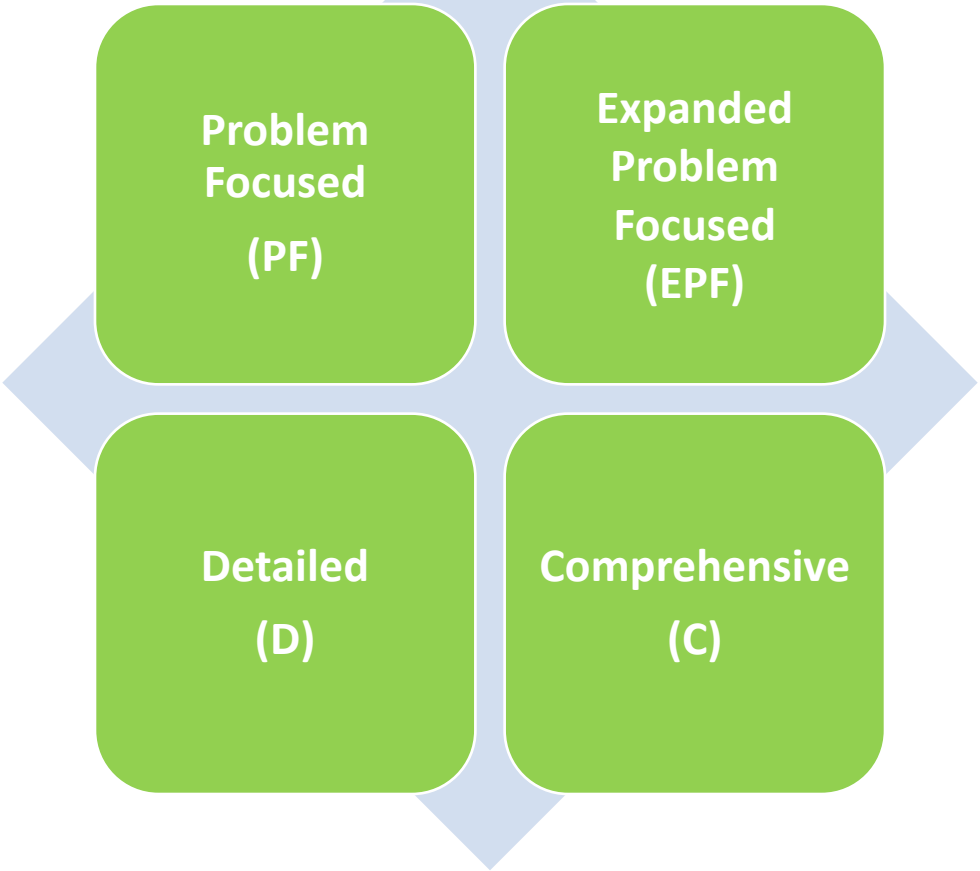
Record Past/Family/Social History (PFSH) appropriately considering the clinical circumstance of the encounter. Extensive PFSH is unnecessary for lower-level services. **Don't use the term "non-contributory" for coding a level of E/M**

Past, Family, and/or Social History (PFSH)

- **Tip:** Some follow-up encounters DO NOT require a review of the PFSH including 99212, 99213 and subsequent hospital visits. 99214 requires only 1 element to be reviewed and recorded.
- **Tip:** You DO NOT need to re-record a PFSH if there is an earlier version available on the chart. It is acceptable to review the old PFSH and note any changes. You must note the date and location of the previous PFSH and comment on any changes in the information since the original PFSH was recorded.
- **Tip:** Staff can record and document the PFSH or the patient can fill out a PFSH questionnaire. However, the physician MUST state that he or she reviewed the information and comment on pertinent findings in the body of the note. In addition the physician should initial the PFSH questionnaire and maintain the form in the chart as a permanent part of the medical record.
- **Tip:** It only requires ONE element from EACH component of PFSH to qualify for a complete PFSH. There is no need to overload the documentation with superfluous information which may not be clinically relevant.
- **Tip:** The PFSH may be recorded separately or may be. documented within the HPI.

Examination

4 TYPES OF EXAMS



Coding 1995: Physical Exam

BODY AREAS (BA):

- Head, including face
- Neck
- Chest, including breast and axillae
- Abdomen
- Genitalia, groin, buttocks
- Back, including spine
- Each extremity

CODING ORGAN SYSTEMS (OS):

- Constitutional/General
- Eyes
- Ears/Nose/Mouth/Throat
- Respiratory
- Cardiac
- GI
- GU
- Musculoskeletal
- Skin
- Neuro
- Psychiatric
- Hematologic/Lymphatic

1997 Sub-Specialty Physical Exam

- Cardiovascular
- Musculoskeletal
- Ears, Nose, Mouth and Throat
- Neurological
- Eyes
- **Skin**
- Psychiatric
- Genitourinary (Female) (Male)
- Respiratory
- Hematologic / Lymphatic / Immunologic
- General Multi-system Exam

1997 SKIN Examination	
Constitutional	❑ Measurement of any **three of the following seven** vital signs: 1) sitting or standing blood pressure, 2) supine blood pressure, 3) pulse rate and regularity, 4) respiration, 5) temperature, 6) height, 7) weight (May be measured and recorded by ancillary staff) ❑ General appearance of patient (eg, development, nutrition, body habitus, deformities, attention to grooming)
Eyes	❑ Inspection of conjunctivae and lids
Ears, Nose, Mouth and Throat	❑ Inspection of lips, teeth and gums ❑ Examination of oropharynx (eg, oral mucosa, hard and soft palates, tongue, tonsils, posterior pharynx)
Neck	❑ Examination of thyroid (eg, enlargement, tenderness, mass)
Cardiovascular	❑ Examination of peripheral vascular system by observation (eg, swelling, varicosities) and palpation (eg, pulses, temperature, edema, tenderness)
Gastrointestinal (Abdomen)	❑ Examination of liver and spleen ❑ Examination of anus for condyloma and other lesions
Lymphatic	❑ Palpation of lymph nodes in neck, axillae, groin and/or other location
Extremities	❑ Inspection and palpation of digits and nails (eg, clubbing, cyanosis, inflammation, petechiae, ischemia, infections, nodes)
Skin	❑ Palpation of scalp and inspection of hair of scalp, eyebrows, face, chest, pubic area (when indicated) and extremities ❑ Inspection and/or palpation of skin and subcutaneous tissue (eg, rashes, lesions, ulcers, susceptibility to and presence of photo damage) in **eight of the following ten** areas: **1)** head, including the face; **2)** neck; **3)** chest, including breasts and axillae; **4)** abdomen; **5)** genetalia, groin, buttocks; **6)** back; **7)** right upper extremity; **8)** left upper extremity; **9)** right lower extremity; **10)** left lower extremity. ❑ Inspection of eccrine and apocrine glands of skin and subcutaneous tissue with identification and location of any hyperhidrosis, chromhidroses or bromhidrosis
Neurological/ Psychiatric	**Brief assessment of mental status including** ❑ Orientation to time, place and person ❑ Mood and affect (eg, depression, anxiety, agitation)

1995 and 1997 Exam Definitions

Problem Focused (PF): 99231, 99212 or 99201

- '95: Limited exam of the affected body area or organ system. (1 BA/OS)
- '97=Specialty and GMS: 1-5 elements identified by bullet.

Expanded Problem Focused (EPF): 99232, 99213 or 99202

- '95: Limited exam of affected BA/OS and other symptomatic/related OS. (2-7 BA/OS)
- '97=Specialty and GMS: At least 6 elements identified by bullet.

Detailed (D): 99233, 99221, 99214 or 99203

- '95: Extended exam of affected BA/OS and other symptomatic/related OS.(2-7 BA/OS)
- 97=Specialty: At least 12 elements identified by bullet (9 for eye and psyc)

Comprehensive (C): 99222, 99223, 99215 or 99204 and 99205

- '95: General multi-system exam (8 or more organ systems) or complete single organ system (a complete single organ system is undefined by CMS).
- '97=Specialty: All elements with bullet in shaded areas and at least 1 in non-shaded area.

Medical Decision Making (MDM)

DOCUMENT EVERYTHING THAT EFFECTS YOUR SERVICE TODAY!!

Exchange of clinically reasonable and necessary information and the use of this information in the clinical management of the patient

Step 1:

- **Number of possible diagnosis and/or management options affecting todays visit. List each separate in A/P and address every diagnosis or management option from visit. Is the diagnosis and/or management options :**
  - "New" self-limiting: After the course of prescribed treatment is it anticipated that the diagnosis will no longer be exist (e.g. otitis, poison ivy, …)
  - New diagnosis with follow-up or no follow-up (diagnosis will remain next visit)
  - Established diagnosis that stable, worse, new,

Step 2:

- **Amount and/or complexity of data reviewed, diagnostic tests, and/or other information that must be obtained, reviewed, and analyzed.**
  - Labs, radiology, scans, EKGs etc. reviewed or ordered
  - Review and summarization of old medical records or request old records
  - Independent visualization of image, tracing or specimen itself (not simply review of report)

Step 3:

- **The risk of significant complications, morbidity, and/or mortality with the patient's problem(s), diagnostic procedure(s), and/or possible management options.**
  - # of chronic conditions and are the stable or exacerbated (mild or severe)
  - Rx's ordered or renewed. Any Rx toxic with frequent monitoring?
  - Procedures ordered and patient risk for procedure

Note: The 2 most complex elements out of 3 will determine the overall level of MDM

MDM Step 1: # Dx & Tx Options

Number of Diagnosis or Treatment Options – Identify Each That Effects Patient Care For The DOS			
Problem(s) Status	**Number**	**Points**	**Results**
Self-limited or minor (stable, improved or worsening)	Max=2	1	
Est. Problem (to examiner) stable, improved		1	
Est. Problem (to examiner) worsening		2	
New problem (to examiner); no additional workup planned	Max=1	3	
New prob. (To examiner); additional workup planned		4	
Total			

1 POINT:
E- 2,
NEW-1,2
IP Level 1

2 POINTS:
E-3,
NEW-3
IP Level 1

3 POINTS:
E-4,
NEW-4
IP Level 2

4 POINTS:
E-5.
NEW-5
IP –Level 3

MDM Step 2: Amt. & Complexity of Data

Amount and/or Complexity of Data Reviewed – Total the points	
REVIEWED DATA	**Points**
Review and/or order of clinical lab tests	1
Review and/or order of tests in the radiology section of CPT	1
Review and/or order of tests in the medicine section of CPT	1
Discussion of test results with performing physician	1
Decision to obtain old records and/or obtain history from someone other than patient	1
Review and summarization of old records and/or obtaining history from someone other than patient and/or discussion of case with another health care provider	2
Independent visualization of image, tracing or specimen itself (not simply review of report).	2
Total	

1 POINT:
E- 2,
NEW-1,2
IP Level 1

2 POINTS:
E-3,
NEW-3
IP Level 1

3 POINTS:
E-4,
NEW-4
IP Level 2

4 POINTS:
E-5.
NEW-5
IP –Level 3

MDM Step 3: Risk Table for Complication

The risk of significant complications, morbidity, and/or mortality is based on the risks associated with the presenting problem(s), the diagnostic procedure(s), and the possible management options.

DG: Comorbidities/underlying diseases or other factors that increase the complexity of medical decision making by increasing the risk of complications, morbidity, and/or mortality should be documented.

Risk is assessed based on the risk to the patient between present visit and the NEXT time the patient will be seen by billing provider or risk for planned intervention.

	Presenting Problem	Diagnostic Procedure(s) Ordered	Management Options Selected
Min Risk E-2, New –1 or 2, IP -1	• One self-limited / minor problem	• Labs requiring venipuncture • CXR EKG/ECG UA	• Rest Elastic bandages Gargles Superficial dressings
Low Risk E-3, NEW-3 IP - I	• 2 or more self-limited/minor problems • 1 stable chronic illness (controlled HTN) • Acute uncomplicated illness / injury (simple sprain)	• Physiologic tests not under stress (PFT) • Non-CV imaging studies (barium enema) • Superficial needle biopsies • Labs requiring arterial puncture • Skin biopsies	• OTC meds • Minor surgery w/no identified risk factors • PT, OT • IV fluids w/out additives
Mod Risk E-4, NEW-4 IP-2	• 1 > chronic illness, mod. Exacerbation, progression or side effects of treatment • 2 or more chronic illnesses • Undiagnosed new problem w/uncertain prognosis • Acute illness w/systemic symptoms (colitis) • Acute complicated injury	• Physiologic tests under stress (stress test) • Diagnostic endoscopies w/out risk factors • Deep incisional biopsies • CV imaging w/contrast, no risk factors (arteriogram, cardiac cath) • Obtain fluid from body cavity (lumbar puncture)	• Prescription meds • Minor surgery w/identified risk factors • Elective major surgery w/out risk factors • Therapeutic nuclear medicine • IV fluids w/additives • Closed treatment, FX / dislocation w/out manipulation
High Risk E-5. NEW-5 IP –3	• 1 > chronic illness, severe exacerbation, progression or side effects of treatment • Acute or chronic illnesses that may pose threat to life or bodily function (acute MI) • Abrupt change in neurologic status (TIA, seizure)	• CV imaging w/contrast, w/risk factors • Cardiac electrophysiological tests • Diagnostic endoscopies w/risk factors	• Elective major surgery w/risk factors • Emergency surgery • Parenteral controlled substances • Drug therapy monitoring for toxicity • DNR

Using Time to Code Counseling /Coordinating Care (CCC)

Time shall be considered for coding an E/M in lieu of H-E-MDM when > 50% of the total billable practitioner visit time is CCC. Time is only Face-to-face for OP setting.

Coding based on time is generally the exception for coding. It is typically used when there is a significant exacerbation or change in the patient's condition, non-compliance with the treatment/plan or counseling regarding previously performed procedures or tests to determine future treatment options.

Required Documentation For Billing:

1. Total time of the encounter excluding separate procedure if billed
   - The entire time to prep, perform and communicate results of a billable procedure to a patient must be carved out of the E/M encounter time!
2. The amount of time dedicated to counseling / coordination of care
3. The specific nature of counseling/coordination of care for that patient on that date of service. A template statement would not meet this requirement.

Counseling /Coordinating Care (CCC)?

Documentation must reflect the specific issues discussed with patient present.

Proper Language used in documentation of time:

- "I spent ____ minutes with the patient and over 50% was in counseling about her diagnosis, treatment options including _____ and _____."
- "I spent ____ minutes with the patient more than half of the time was spent discussing the risks and benefits of treatment with……(list risks and benefits and specific treatment)"
- "This entire _____ minute visit was spent counseling the patient regarding _____ and addressing their multiple questions.

Total time spent and the time spent on counseling and/or coordination of care must be documented in the medical record.

Non-Physician Practitioners (NPP's) or Physician Extenders

Who is a NPP?

- Physician Assistant (PA)
- Nurse Practitioner (NP)

Shared Visits

- The shared/split service is usually reported using the physician's NPI.
- When an E/M service is a shared encounter between a physician and a NPP, the service is considered to have been performed "incident to" if the requirements for "incident to" are met and the patient is an established patient and can be billed under the physician.
- If "incident to" requirements are not met for the shared/split E/M service, the service must be billed under the non-physician's NPI.
- Procedures **CANNOT** be billed shared

Shared Visits Between NPP and Physician

Shared visits may be billed under the physician's name if and only if:

1. The physician provides a medically necessary face-to-face portion of the E/M encounter (even if it is later in the same day as the PA/ARNP's portion); and
2. The physician personally documents in the patient's record the details of their face-to-face portion of the E/M encounter with the patient.

- If the physician does not personally perform and personally and contemporaneously document their face-to-face portion of the E/M encounter with the patient, then the E/M encounter cannot be billed under the physician's name and must be billed under the NPP.
- The NPP MUST be an employee (or leased) to bill shared. Documentation from a hospital employed NPP may not be utilized to bill a service under the physician.

Bill Independently and Not Shared

Billing Under The NPP NPI

- Does not require physician presence.
- Can evaluate and treat new conditions and new patients.
- Can perform all services under the state scope-of-practice.
- Can perform services within the approved collaborative agreement.
  - Recommend physician establish competency criteria and demonstration of performance of procedures within the collaborative agreement between the NPP and physician.

Scribed Notes

.

- Record entries made by a "scribe" should be made upon the direction of the physician. A scribe should be merely that, a person who writes what the physician dictates and does. This individual should not act independently or obtain any information independently except to ROS and PFSH. They cannot obtain the HPI, any portion of the PE or MDM.
- The scribe must note "written by xxxx, acting as scribe for Dr. yyyy." Then, Dr. yyyy indicating that the note accurately reflects work and decisions made by him/her and then authenticate with signature.
- It is inappropriate for an employee of the physician to round at one time and make entries in the record, and then for the physician to see the patient at a later time and note "agree with above…".
- AAMC does not support someone “dictating” as a scribe by an NPP, as scribing is over the shoulder immediate documenter with no services personally performed by the scriber. In this case, the physician should be dictating their own visit. Scribes can do EMRs under their own password.

Scribed Notes

.

- Individuals can only create a scribe note in an EHR if they have their own password/access to the EHR for the scribe role. Documents scribed in the EHR must clearly identify the scribe's identity and authorship of the document in both the document and the audit trail.
- Scribes are required to notify the provider of any alerts in the EPIC System. Alerts must be addressed by the provider.
- Providers and scribes are required to document in compliance with all federal, state, and local laws, as well as with internal policy.
- Failure to comply with this policy may result in corrective and/or disciplinary action by the hospital and/or department under the University of Miami Medical Group disciplinary policies applicable.
- Verbal orders may neither be given to nor by scribes. Scribes may pend orders for providers based upon provider instructions.
- The following attestation must be entered by the scribe:
- **"Scribed for [Name of provider] for a visit with [patient name] by [Name of scribe] [date and time of entry].**
- The following attestation should be entered by provider when closing the encounter:
- **"I was present during the time with [patient name] was recorded. I have reviewed and verified the accuracy of the information which was performed by me." [Name of provider][Date and time of entry].**

Teaching Physicians (TP) Guidelines

Billing Services When Working With Residents Fellows and **Interns**

All Types of Services Involving a resident with a TP Requires Appropriate Attestations In EHR or Paper Charts To Bill

UHealth UNIVERSITY OF MIAMI HEALTH SYSTEM | UNIVERSITY OF MIAMI MILLER SCHOOL of MEDICINE

Evaluation and Management (E/M)

E/M IP or OP: TP must personally document by a personally selected macro in the EMR or handwritten at least the following:

- That s/he was present and performed key portions of the service in the presence of or at a separate time from the resident; AND
- The participation of the teaching physician in the management of the patient.

- **Initial Visit:** "I saw and evaluated the patient. I reviewed the resident's note and agree, except that the picture is more consistent with an upper respiratory infection not pneumonia. Will begin treatment with……."
- **Initial or Follow-up Visit:** "I saw and evaluated the patient. Discussed with resident and agree with resident's findings and plan as documented in the resident's note."
- **Follow-up Visit:** "See resident's note for details. I saw and evaluated the patient and agree with the resident's finding and plans as written."
- **Follow-up Visit:** "I saw and evaluated the patient. Agree with resident's note, but lower extremities are weaker, now 3/5; MRI of L/S Spine today."

The documentation of the Teaching Physician must be patient specific.

Evaluation and Management (E/M)

Time Based E/M Services: The TP must be present and document for the period of time for which the claim is made. Examples :

- Critical Care Hospital Discharge (>30 minutes) or
- E/M codes where more than 50% of the TP time spent counseling or coordinating care

Medical Student documentation for billing only counts for ROS and PFSH. All other contributions by the medical student must be re-performed and documented by a resident or teaching physician.

Unacceptable TP Documentation

- Assessed and Agree
- Reviewed and Agree
- Co-signed Note
- Patient seen and examined and I agree with the note
- As documented by resident, I agree with the history, exam and assessment/plan

TP Guidelines for Procedures

Minor – (< 5 Minutes): For payment, a minor procedure billed by a TP requires that s/he is physically present during the entire procedure.

Example: *'I was present for the entire procedure.'*

Major – (>5 Minutes)

- SINGLE Procedure / Surgery — When the teaching surgeon is present or performs the procedure for a single non-overlapping case involving a resident, he/she or the resident can document the TP's physical presence and participation in the surgery.

  Example: *"I was present for the entire procedure (or key and critical portions & description of the key and critical portions of the procedure and immediately available)."*

Diagnostic Procedures

- **RADIOLOGY AND OTHER DIAGNOSTIC TESTS**
- **General Rule:** The Teaching Physician may bill for the interpretation of diagnostic Radiology and other diagnostic tests if the interpretation is performed or reviewed by the Teaching Physician with modifier 26 in the hospital setting.

- **Teaching Physician Documentation Requirements:**
- Teaching Physician prepares and documents the interpretation report.
- OR
- Resident prepares and documents the interpretation report
- The Teaching Physician must document/dictate: "I personally reviewed the film/recording/specimen/images and the resident's findings and agree with the final report".

- **A countersignature by the Teaching Physician to the resident's interpretation is not sufficient documentation.**

Pathology Services

In the teaching setting the attending pathologist qualifies for reimbursement if:

- The teaching physician's signature is the only signature on the report *(Carrier will assume that the author/attending is indicating that he or she personally performed the interpretation).*
- If a resident prepares and signs the report, the teaching physician must indicate that he or she has personally reviewed the specimen and the resident's interpretation and either agrees with it or edits the findings.
- Example: " I personally reviewed the specimen and agree with the final report".

In cases where the documentation shows simply a countersignature of the resident's interpretation by the teaching physician – no charges should be submitted by the attending physician

Modifier GC
CMS Manual Part 3 - Claims Process - Transmittal 1723

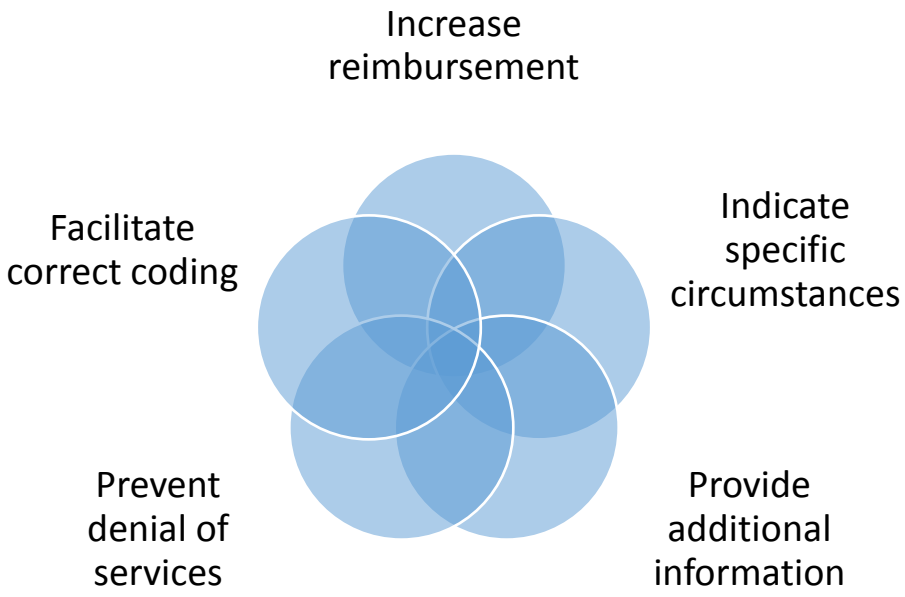
- Teaching Physician Services That Meet the Requirement for Presence During the Key Portion of the Service when working with a resident or fellow

- Teaching Physician Services that are billed using this modifier are certifying that they have been present during the key portion of the service.

Modifiers: Provider Documentation **MUST** Support the Use of All Modifiers

A billing code **modifier** allows you to indicate that a procedure or service has been altered by some specific circumstance but has not changed in its definition.

Modifiers allow to:



Documentation in the operative report must support the use of any modifier

Minor Procedure With an E/M

Modifier 25 – Be ALERT

- Significant, Separately Identifiable Evaluation and Management Service by the Same Physician on the Same Day of the Procedure or Other Service.
  - The patient's condition required a significant, separately identifiable E/M service, *above and beyond* the usual pre- and post-procedure care associated with the procedure or service performed
  - The E/M service may be prompted by the symptom or condition for which the procedure and/or service was provided. As such, *different diagnoses are not required* for reporting of the E/M services on the same date.
- The service could be a minor procedure, diagnostic service, E/M visit with a preventive service or E/M with a Medicare Well Visit or Well-Woman service.
- It is *STRONGLY* recommended that 2 separate and distinct notes be included in the medical record to document the procedure and then the separate E/M service
- Only a practitioner or coder should assign a modifier 25 to a Claim – Not a biller.

Modifier 25: 000 or 010 Global Days

- If a procedure has a global period of 000 or 010 days, it is defined as a minor surgical procedure. A global XXX it is typically a diagnostic procedure.
- In general E/M services on the same date of service as the minor surgical procedure are included in the payment for the procedure.
- The decision to perform a minor surgical procedure is included in the payment for the minor surgical procedure and should not be reported separately as an E/M service.
- However, a significant and separately identifiable E/M service unrelated to the decision to perform the minor surgical procedure is separately reportable with modifier 25.
- As of 2014 if a minor surgical procedure is performed on a new patient, the same rules for reporting E/M services apply. The fact that the patient is “new” to the provider is not sufficient alone to justify reporting an E/M service on the same date of service as a minor surgical procedure in and of itself.

Modifier 25

What this is saying is that the E/M required to address the patient's specific chief complaint(s) is included in the reimbursement for the billable minor procedure. This would include determining the chief complaint(s), taking or updating history, review of systems, examining the patient, past family/social history, diagnosing the problem, making the decision on how to treat the problem, informing the patient, obtaining consent, and providing postop instructions or test results. In summary, none of the aforementioned tasks/processes can be billed for separately if they are related to a billable minor procedure.

If the remaining documentation from that date of service can stand alone as a billable E/M visit (with all key elements required: history, exam and MDM unrelated to the procedure), then there is a high probability that this will stand as a "*separate and identifiable*" E/M visit.

Additional Articles of Interest

OIG Cracking Down on Modifier 25 Use

http://medicaleconomics.modernmedicine.com/medical-economics/news/tags/cms/oig-still-cracking-down-use-modifier-25

E/M Update: DOJ Targets Improper Use of Modifier 25

http://www.martindale.com/health-care-law/article_Marshall-Dennehey-Warner-Coleman-Goggin_1786564.htm

Minor or Major Procedure Modifier

Modifier 59: Distinct Procedural Service

- Designates instances when *distinct* and *separate multiple services* are provided to a patient on a single date of service and should be paid separately.
- Modifier-59 is defined for use in a wide variety of circumstances to identify:
  - Different encounters Different anatomic sites (Different services (Most commonly used and frequently incorrect).
- **4 new modifiers to define subsets of Modifier-59**:
  - **XE - Separate Encounter**, a service that is distinct because it occurred during a separate encounter. Used infrequently and usually correct.
  - **XS - Separate Structure,** a service that is distinct because it was performed on a separate organ/structure. Less commonly used and can be problematic.
    - Biopsy on one lesion and excision on another. Biopsy is "bundled" into excision, therefore must properly bill biopsy CPT with a 59 modifier to indicate separate structure.
  - **XP – Separate Practitioner**, a service that is distinct because it was performed by a different practitioner.
  - **XU – Unusual non-overlapping service**, the use of a service that is distinct because it does not overlap usual components of the main service.

Only a practitioner or coder should designate a modifier 59 to a claim (not a biller) based exclusively on the procedure note details – not OP report headers.

ICD-10

Looks like a go!

Diagnosis Coding
International Classification of Disease (ICD-10)

- ICD-10 is scheduled to replace ICD-9 coding system on October 1, 2015.
- ICD-10 was developed because ICD-9, first published in 1977, was outdated and did not allow for additional specificity required for enhanced documentation, reimbursement and quality reporting.
- ICD-10 CM will have 68,000 diagnosis codes and ICD-10 PCS will contain 76,000 procedure codes.
- This significant expansion in the number of diagnosis and procedure codes will result in major improvements including but not limited to:
  - Greater specificity including **laterality, severity of illness**
  - Significant improvement in coding for primary care encounters, external causes of injury, mental disorders, neoplasms, diabetes, injuries and preventative medicine.
  - Allow better capture of socio-economic conditions, family relationships, and lifestyle
  - Will better reflect current medical terminology and devices
  - Provide detailed descriptions of body parts
  - Provide detailed descriptions of methodology and approaches for procedures

Clinical Trials

Requirements for Billing Routine Costs for Clinical Trials

Effective for claims with dates of service on or after January 1, 2014 it is **mandatory** to report a clinical trial number on claims for items/services provided in clinical trials/studies/registries, or under CED.

Professional

- For professional claims, the 8-digit clinical trial number preceded by the 2 alpha characters of CT (use CT only on paper claims) must be placed in Field 19 of the paper claim Form CMS-1500 (e.g., CT12345678) or the electronic equivalent 837P in Loop 2300 REF02(REF01=P4) (**do not use CT on the electronic claim, e.g., 12345678)** when a clinical trial claim includes:
- ICD-9 code of V70.7/ICD-10 code Z00.6 (in either the primary or secondary positions) and
- **Modifier Q0** (investigational clinical service provided in a clinical research study that is in an approved clinical research study) and/or
- **Modifier Q1** (routine clinical service performed in a clinical research study that is in an approved clinical research study), as appropriate (outpatient claims only).

Hospital

- For hospital claims that are submitted on the electronic claim 837I, the 8-digit number should be placed in Loop 2300 REF02 (REF01=P4) when a clinical trial claim includes:
- Condition code 30;
- ICD-9 code of V70.7/ICD-10 code Z00.6 (in either the primary or secondary positions) and
- Modifier Q0 and/or Q1, as appropriate (outpatient claims only).

Items or services covered and paid by the sponsor may not be billed to the patient or patient's insurance, this is double billing.

WHO IS RESPONSIBLE FOR OBTAINING APPROVAL FROM THE MAC(S) FOR AN INVESTIGATIONAL DEVICE EXEMPTION (IDE) CLINICAL TRIAL?

- The principal investigator (PI) is responsible for assuring that all required approvals are obtained prior to the initiation of the clinical trial. For any clinical study involving an IDE, the PI must obtain approval for the IDE clinical trial from the Medicare Administrative Contractor (MAC) for Part A / Hospital.
- Additionally, for clinical studies involving an IDE, the PI is responsible for communicating about the trial and the IDE to the Medicare Part B (physician) MAC.
- Once approval has been received by the MAC, the following needs to take

place:

  - The Study must be entered in the Velos System within 48 hours.
  - The PI is responsible for ensuring that the IDE or the no charge device is properly set up in the facility charge master to allow accurate and compliant charging for that device before any billing will occur.

Investigational Device Exemption (IDE)

Hospital Inpatient Billing for Items and Services in Category B IDE Studies

- Payment for the device may not exceed the Medicare-approved amount for a comparable device that has been already FDA-approved.

Routine Care Items and Services

- Hospital providers shall submit claims for the routine care items and services in Category B IDE studies approved by CMS (or its designated entity) and listed on the CMS Coverage Website, by billing according to the clinical trial billing instructions found in §69.6 of this chapter http://www.cms.gov/Regulations-and-Guidance/Guidance/Manuals/downloads/clm104c32.pdf, and as described under subsection D ("General Billing Requirements").

Investigational Device Exemption (IDE)

Category B Device. On a 0624 revenue code line, **institutional providers must bill the following for Category B IDE devices for which they incur a cost:**

- Category B IDE device HCPCS code, if applicable
- Appropriate HCPCS modifier
- Category B IDE number
- **Charges for the device billed as covered charges**
- If the Category B IDE device is provided at no cost, outpatient prospective payment system (OPPS) providers must report a token charge in the covered charge field along with the applicable HCPCS modifier (i.e., modifier – FB) appended to the procedure code that reports the service to furnish the device, in instances when claims processing edits require that certain devices be billed with their associated procedures. For more information on billing 'no cost items' under the OPPS, refer to chapter 4, §§20.6.9 and 61.3.1 of this manual.

WHEN THE TRIAL ENDS OR REACHES FULL ENROLLMENT?

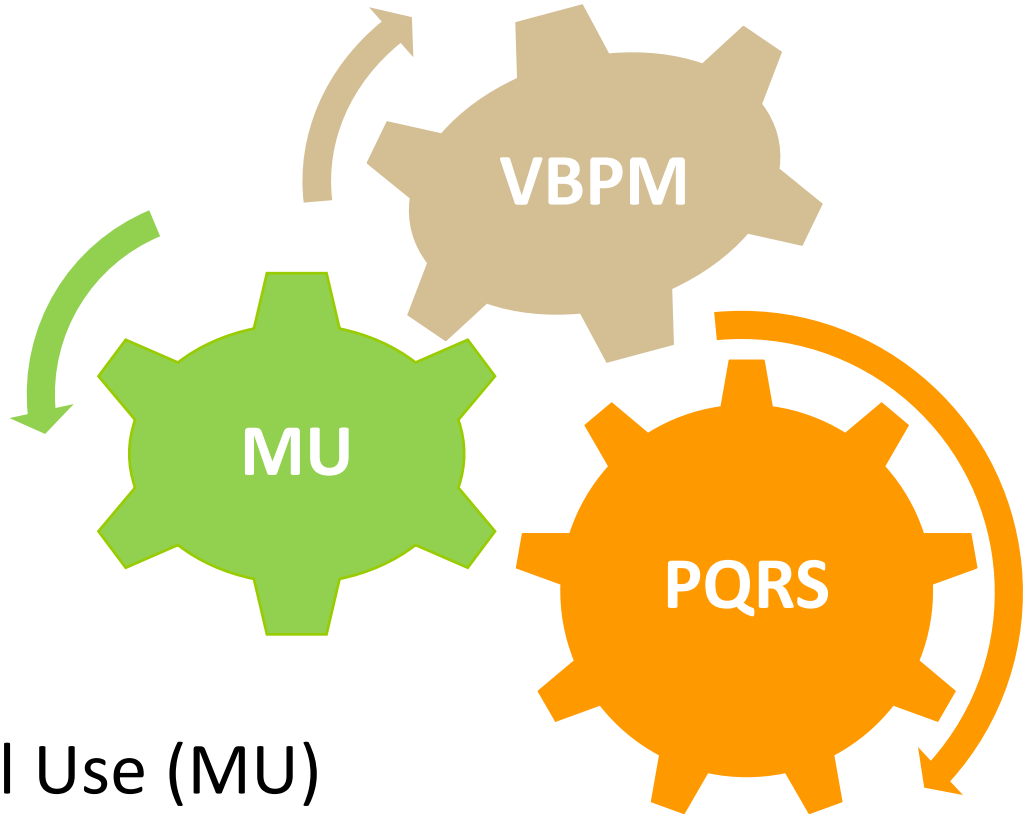
When the trial ends, whether due to reaching full enrollment or for any other reason, the PI must work with their department resource and/or the relevant Revenue Integrity Office (s) to inactivate the item in the charge master so that it may no longer be used.

If the device is approved by the FDA and is no longer considered investigational or a Humanitarian Device Exemption (HDE) and will continue to be used at UHealth, the PI must work with their department resource and/or the relevant Revenue Integrity Office (s) to inactivate the investigational device in the charge master and to ensure that a new charge code is built for the approved device. At this point, ongoing maintenance responsibility would transfer to the relevant Revenue Integrity Office (s).

UHealth/UMMG
2015 PQRS

Patient Safety and Quality Office

CMS Quality Improvement Programs



- ✓Meaningful Use (MU)
- ✓Physician Quality Reporting System (PQRS)
- ✓Value Based Payment Modifier (VBPM)

CMS Quality Programs
Medicare Part B Payment Reductions

PROGRAM	POTENTIAL MEDICARE PAYMENT REDUCTION					
	2015	2016	2017	2018	2019	2020
Meaningful Use	1%	2%	3%	4%	5%	5%
PQRS	1.5%	2%	2%	2%	2%	2%
VBPM		4%	4%	4%	4%	4%
TOTAL PENALTIES	**2.5%**	**8%**	**9%**	**10%**	**11%**	**11%**

2015 PQRS Eligible Providers

Physicians	Practitioners	Therapists
MD	Physician Assistant	Physical Therapist
DO	Nurse Practitioner	Occupational Therapist
Doctor of Podiatric	Clinical Nurse Specialist*	Qualified Speech-Language Therapist
Doctor of Optometry	CRNA	
DDS	Certified Nurse Midwife	
DMD	Clinical Social Worker	
Doctor of Chiropractic	Clinical Psychologist	
	Registered Dietician	
	Nutrition Professional	
	Audiologists	

PQRS

- Reporting Requirements:
  - ✓Reporting Period= Full CY
  - ✓Report **9** Measures from **3** National Quality Strategy Domains

- Reporting Options:
  - Claims, EHR, **Registry**
    - Individual or GPRO

NATIONAL STRATEGY DOMAINS					
Communication & Care Coordination	Effective Clinical Care	Efficiency & Cost Reduction	Patient Safety	Person & Caregiver-Centered Experience & Outcomes	Community/ Population Health

Physician Impact

Workflow and documentation changes

TO DO:

✓Study Measure Specifications

✓Ensure documentation meets measure requirements

✓Bill PQRS quality code when required in MCSL/UChart

✓Document chronic conditions/secondary diagnoses

✓Use UChart Smart Phrases

✓Ensure medical support staff completes required documentation

HIPAA, HITECH, PRIVACY AND SECURITY

- **HIPAA, HITECH, Privacy & Security Health Insurance Portability and Accountability Act – HIPAA**
  - Protect the privacy of a patient's personal health information
  - Access information for business purposes only and only the records you need to complete your work.
  - Notify Office of HIPAA Privacy and Security at 305-243-5000 if you become aware of a potential or actual inappropriate use or disclosure of PHI, including the sharing of user names or passwords.
  - **PHI is protected even after a patient's death!!!**

- **Never share your password with anyone and no one use someone else's password for any reason, ever –even if instructed to do so.**

✓If asked to share a password, report immediately.
✓If you haven't completed the HIPAA Privacy & Security Awareness on-line CBL
✓module, please do so as soon as possible by going to:

http://www.miami.edu/index.php/professional_development__training_office/learning/ulearn/

HIPAA, HITECH, PRIVACY AND SECURITY

- **HIPAA, HITECH, Privacy & Security**
- Several breaches were discovered at the University of Miami, one of which has resulted in
- a class action suit. As a result, **"Fair Warning"** was implemented.
- **What is Fair Warning?**
- • **Fair Warning** is a system that protects patient privacy in the Electronic Health Record
- by detecting patterns of violations of HIPAA rules, based on pre-determined analytics.
- • **Fair Warning** protects against identity theft, fraud and other crimes that compromise
- patient confidentiality and protects the institution against legal actions.
- • **Fair Warning** is an initiative intended to reduce the cost and complexity of HIPAA
- auditing.
- UHealth has policies and procedures that serve to protect patient information (PHI) in
- oral, written, and electronic form. These are available on the Office of HIPAA Privacy &
- Security website: http://www.med.miami.edu/hipaa

Available Resources at University of Miami, UHealth and the Miller School of Medicine

- If you have any questions or concern regarding coding, billing, documentation, and regulatory requirements issues, please contact:
  - ***Gemma Romillo, Assistant Vice President of Clinical Billing Compliance and HIPAA Privacy; or***
  - ***Iliana De La Cruz, RMC, Director Office of Billing Compliance***
    - ***Phone: (305) 243-5842***
    - **Officeofbillingcompliance@med.miami.edu**

- Also available is The University's fraud and compliance hotline via the web at www.canewatch.ethicspoint.com or toll-free at 877-415-4357 (24hours a day, seven days a week).
- Office of billing Compliance website: **www.obc.med.miami.edu**

QUESTIONS