

Billing with Third Party Health Insurances

Indicating TPHI as a Co-pay Insurance

Census – Edit Insurance

Primary Payor now has an additional option for Medicare/TPHI Co-pay (in the illustration below it is green box in the upper right corner). You will need to have a TPHI listed in the lower section of the screen and will need to flag that insurance as the one to use for the co-pay.

Insurance Information
SCREEN # 1 EDIT INSURANCE

Soc. Sec. Number ***** Not Available

Primary Payor
Medicare (HICN) [redacted] New MBI [redacted] Medicare / TPHI Co-Pay

Medicare Effective Dates (Leave dates below blank if not enrolled)
Parts A: 06/01/2010 B: 06/01/2010 D: [redacted]
Current spell of illness date for calculation [redacted]
Days used in prior location: 0
Non-covered days for this spell of illness: 0

Skilled Care? Hospice?

Prescription Drug Plan [redacted]

Cardholder ID [redacted] Additional Info
Group ID [redacted] Remove PDP

Insurance Name	Policy #	Eff. Dates	Mdcd	Notes
FIDELIS MMC	POL4598-2	01/01/14-99/99/99	no	memo
FIDELIS		00/00/00-12/31/16	no	memo

Cancel OK

To flag the insurance to use as the co-pay, highlight it in the lower section of the screen and then click the magnifying glass (green arrow above) to edit.

You will see a new field at the very bottom of the window, “Insurance to be used for Medicare A co-pays” (red box in the illustration below). Tick the box to set the flag.

Editing Insurance

Name: FIDELIS MMC

Group Name: SELF INS SR
Group Number: GRP45698
Policy Number: [redacted]
Policy Holder: SELF
Start Date: 01/01/2014 End Date: / /

Include Insurance on Medicaid Claims
Insurance to be used for Medicare A Co-Pays

Resident Note (supersedes general notes)

Cancel OK

Indicating TPHI in Bed Holds

ADT – Discharges – Discharge from Facility

Bedhold status (green box in illustration below) has additional options for discharge. Status 1 can now be used for both Private Pay and TPHI. Status 2 can be used for Medicaid, MLTC insurances, or MMC insurances.

The screenshot shows a software interface titled "Transfer To/From Information" with "SCREEN # 2" and "DISCHARGE" labels. The interface is divided into several sections:

- 1) Home:** A checkbox is checked.
- 2) Hospital:** A dropdown menu is present.
- Hospital Admission Date:** A date input field.
- Hospital Discharge Date:** A date input field.
- Misc.:** A dropdown menu with options: 3) Adult Home, 4) Other HRF, 5) Other SNF.
- Bed Hold:** A list of radio button options: 1) Private Pay / TPHI, 2) Medicaid / MLTC / MMC, 3) Facility (No Pay), 4) Administrative Leave, 5) None, Readmit is Expected, 6) None, Readmit is NOT Expected, 7) Died / Expired. A green box highlights options 1 and 2.
- Hospital of Choice (if known):** A dropdown menu.

At the bottom, there are four buttons: "Previous" (left arrow), "Next" (right arrow), "Cancel" (red X), and "Finish" (green checkmark).

When you select 1 or 2, an additional field will appear that allows you select the TPHI that you will bill for the bedhold days. In the illustration below, Status 2 has been selected. The insurance field at the bottom shows up and allows a drop down to select Medicaid or any other MLTC or MMC insurance that is linked to this resident.

This close-up view shows the "Bed Hold" section where option "2) Medicaid / MLTC / MMC" is selected. Below it, an "Insurance" dropdown menu is open, showing "MEDICAID" as the selected option. Other options visible in the dropdown include "MEDICAID" and "FIDELIS MMC". A green arrow points from the selected "2) Medicaid / MLTC / MMC" option down to the "Insurance" dropdown.

These TPHI will flow through billing transactions in the same fashion that Medicare/Medicaid currently does. Bedholds will be processed for the TPHI the same as for private pay or Medicaid.