

# Managed Medicaid Insurances

## When Their All-Inclusive Rate Includes the Assessment Charge

Traditional Medicaid requires two claims – one for the room and board and one for the 3836 assessments. Not all of the MMC insurances are “just like Medicaid” for this two-claim requirement. Some of them pay you a flat rate that includes an amount for the assessment and you place it on a single claim. We have developed a way for you to track this if you so desire.

If you already have a process in place and wish to continue using it, then you do NOT need to make the changes outlined below.

### Contents

Step 1: Create the GL Account to Track the Assessment Charges.....	1
Step 2: Create a Transaction Type.....	2
Step 3: Set-up the Assessment Defaults.....	3
The Billing .....	4
Printing a Report of Assessment Charges .....	4

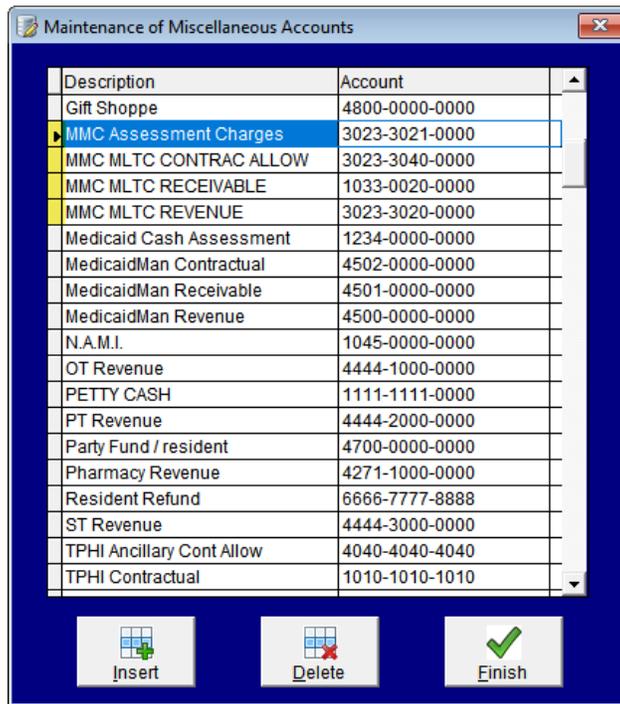
#### Step 1: Create the GL Account to Track the Assessment Charges.

*Accounts Receivable – Utilities – Maintain GL Account Link – Misc*

Review the list to see if you have an account for recognizing assessment charges. If you already do, then decide if you want the MMC to use this account or you wish to create a new account. Do you track the MMC insurances to a specific set of accounts or do you use generic TPHI GL accounts? There are a variety of options for GL tracking. Consult your facility protocol and give us a call if you have questions.

To add, press INSERT. Give the account a name/description and add the GL account number for the GL accounts you wish to use.

For illustration, we have created one set of accounts for all of the MMC/MLTC insurances rather than using the generic TPHI accounts. Our demo facility will not be splitting out for specific insurance companies (i.e. Insurance A Receivable, Insurance B Receivable, Insurance C Receivable):



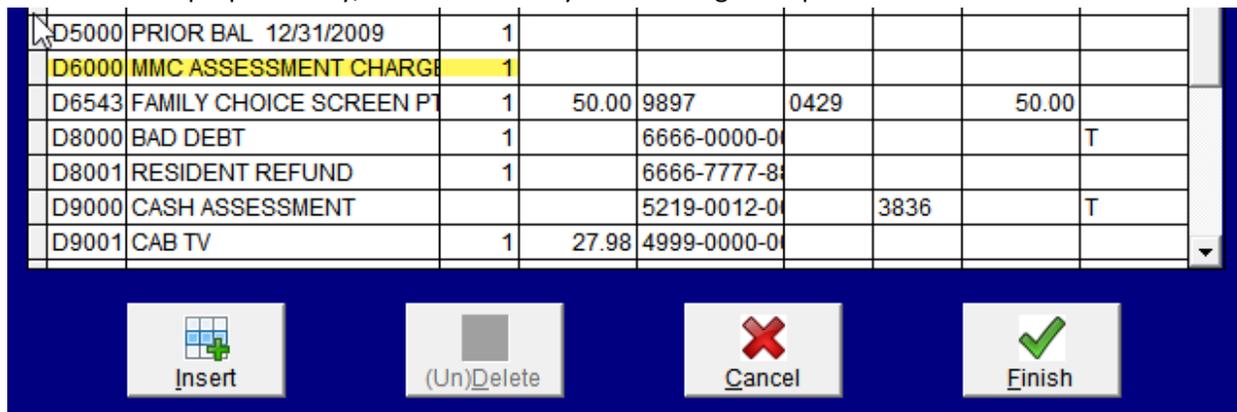
**Step 2: Create a Transaction Type.**

*Accounts Receivable – Utilities – Maintain Transaction Types*

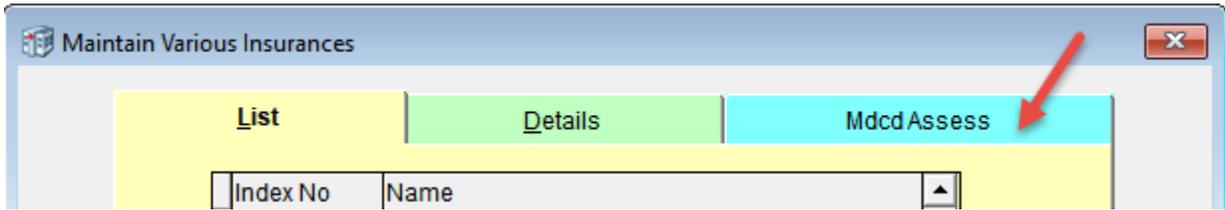
You may have a transaction for dealing with assessment charges. Review and determine if you want to use this one or create one specifically for MMC transactions.

Remember, system specific transactions begin with a C or D followed by a four-digit number that begins with zero. Your facility transactions (such as this one) begin with C or D followed by a four-digit number beginning with any number 1 through 9.

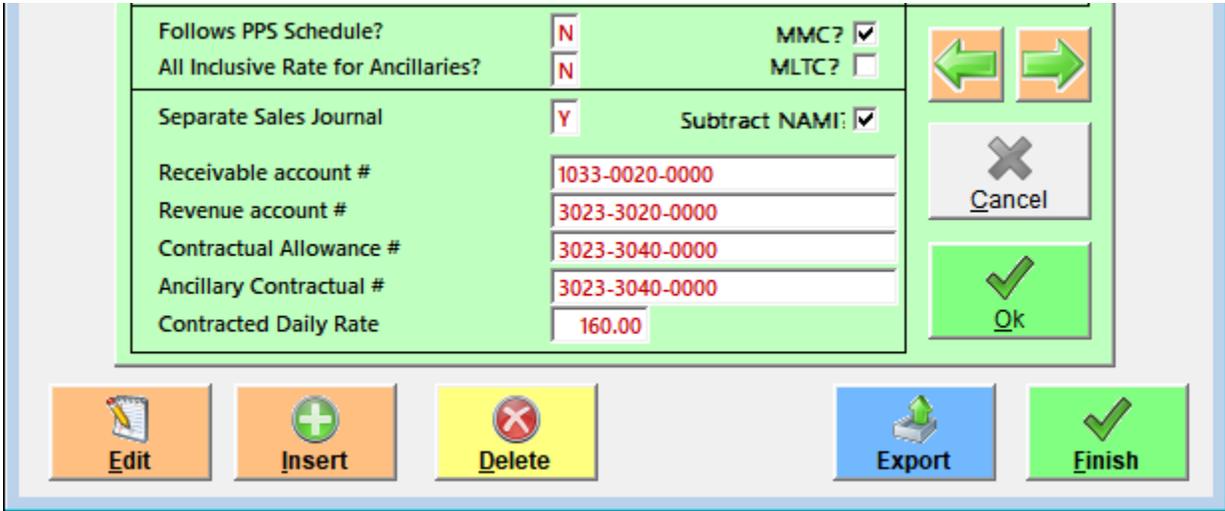
For illustration purposes only, our Demo Facility will be using a unique transaction code:



Step 3: Set-up the Assessment Defaults.  
 ADT – Utilities – Maintain Databases – Insurances  
 You now have a third tab, MD CD ASSESS.

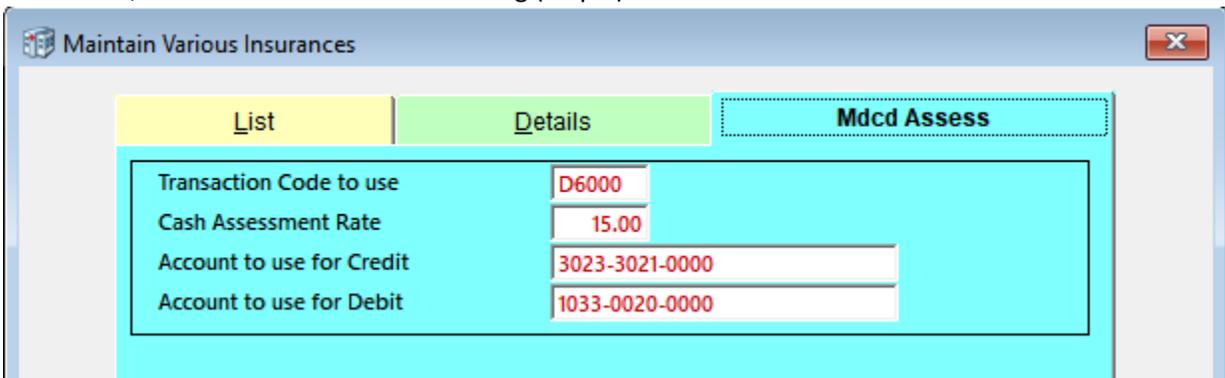


On the **DETAILS** (green) tab you will record:



Using our illustration, we mark the box for MMC and NAMI. We want to track this insurance separately in reports so we indicate that we wish to create Separate Sales Journal = Y(es). Then, using the GL accounts we set up earlier, we complete those fields. Of the \$175 flat rate we charge to this insurance, \$160 of it is for the contracted room and board. Enter only the R&B portion here.

You will notice that a third tab has been added to the insurances. This tab will be used for recording the transaction code, GL account numbers, and the amount of the flat rate that represents the assessment. The remaining \$15 (\$175 flat rate - \$160 room and board) needs to track through for the assessment. This will be done on the new **MD CD ASSESS** tab. Enter the transaction code (step 2), the amount of the flat rate that is for the assessment, and the GL accounts for tracking (step 1).



If you have questions on how to track items, please give us a call.

### The Billing

When you do your billing under Private Pay, these MMC assessment charges will show as an additional transaction.

02/01/2018	02/01/2018	04	D0004 - Social Security	\$935.00		
			N.A.M.I.	1045-0000-0000	Debit	Credit
			NAMI Receivable	1034-0000-0000	\$935.00	\$935.00
02/15/2018	02/15/2018	05	D0001 - Room & Board 02/01/18-02/15/18	\$1,465.00	[I-CIRCLE]	
			MMC MLTC REVENUE	3023-3020-0000	Debit	Credit
			MMC MLTC CONTRAC ALLOW	3023-3040-0000	\$3,300.00	\$5,700.00
			N.A.M.I.	1045-0000-0000	\$935.00	
			MMC MLTC RECEIVABLE	1033-0020-0000	\$1,465.00	
02/15/2018	02/15/2018	05	D6000 - NYS Medicaid Assessment Reimburseme	\$225.00	[I-CIRCLE]	
			MMC Assessment Charges	3023-3021-0000	Debit	Credit
			MMC MLTC RECEIVABLE	1033-0020-0000	\$225.00	\$225.00

#### Transaction #1.

- Establishes the NAMI Receivable. This resident has a NAMI of \$935/month. Since in Step 3 above we indicated that we wanted the NAMI removed (just like Medicaid), the receivable was established.

#### Transaction #2.

- The revenue account per the insurance (step 3) was charged at the facility flat rate (15 days x \$380/day).
- The receivable is based upon the contracted insurance rate (set in step 3) of 15 days x \$160/day = \$2400. Since this resident has a NAMI, the NAMI amount is subtracted from the receivable amount, \$2400 – \$935 = \$1465. In step 3 we designated a specific receivable account so that was used.
- The difference between the flat rate revenue and the receivables, \$5700 - \$2400 = \$3300, is written to the contractual account (set in step 3).

#### Transaction #3.

- In step 3 we indicated an assessment amount of \$15/day. This amount is posted to the charges account, 15 days x \$15/day = \$225.
- The receivable is the one attached to the insurance (step 3).

#### Note,

- If in Step 3, you leave insurance specific GL accounts blank, the system will use your generic TPHI revenue, receivable, and contractual accounts.
- If you do not specify an assessment GL account, the system will use what you have established in AR Defaults for the Medicaid GL account.

#### Printing a Report of Assessment Charges

*Accounts Receivable – Reports – Generic Journal Report (detail)*

Select the transaction code that you created in Step 2.

This report will display all postings using this transaction code.

*Accounts Receivable – Reports – Generic Account Use Report*

If you use a unique GL account for the MMC Assessment Charges, then enter that account number. The report will show you all postings using this account number.