MEDICAL ASSISTANCE BULLETIN

COMMONWEALTH OF PENNSYLVANIA * DEPARTMENT OF PUBLIC WELFARE

SUBJECT Revised Procedures for Submitting Invoices for Services Provided to Newborns	**BY** Sherry Knowlton Deputy Secretary for Medical Assistance Programs
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PURPOSE:

The purpose of this bulletin is to explain how to bill for services provided to the newborn of a woman who was eligible for Medical Assistance (M.A.) at the time of delivery, but before the newborn is issued an M.A. identification card. Services provided to the newborn of a woman enrolled in an HMO or HIO at the time of the child's birth must be provided by and billed through the managed care plan.

SCOPE:

This bulletin applies to all providers enrolled in the Medical Assistance Program with the exception of general inpatient hospitals, birth centers and nurse midwives. A separate bulletin is being issued to those providers.

BACKGROUND:

Currently, when a woman who is eligible for Medical Assistance gives birth to a child in a hospital, the hospital initiates an M.A. application for the child by completing the Newborn Eligibility Form (MA112). The hospital submits the MA112 to the appropriate county assistance office (CAO) and the CAO authorizes eligibility for the newborn under the mother's record, enters the newborn's identifying information on the MA112 and returns it to the hospital. While this process has provided hospitals with the information needed to bill M.A. before the newborn's identification card was issued, other providers did not have access to this information and medical care for the newborn may have been delayed until the M.A. identification card was issued.

DISCUSSION:

Because providers have not been able to verify a newborn's eligibility without an M.A. identification card, the Department has developed the following procedures to be implemented immediately.

Upon discharge from a birth center or hospital, or, as soon as possible after a home birth, the newborn's mother or other caretaker will be given an authorization card to be presented to providers until the newborn's paper MAID card or plastic ACCESS card is received.

Temporary Newborn Eligibility Card (MA467)

This card was developed to enable you to verify eligibility and provide services to a newborn before the newborn is issued an M.A. identification card or recipient number. Mothers (or other caretakers) will be instructed, at the time of the mother's discharge, to present this card to providers until the mother or caretaker receives the newborn's M.A. identification card (paper MAID or plastic ACCESS card). If the mother or caretaker has not received the newborn's identification card within sixty days, you should tell her to contact the CAO. A copy of the card is attached to this bulletin for your reference.

PLEASE NOTE: The MA467 does not contain the newborn's identification number.

IMPORTANT:
If the mother was eligible during her pregnancy, you must provide services to her newborn even if she does not present you with the Temporary Newborn Eligibility Card. You can verify her eligibility either by seeing her identification card or by accessing the Eligibility Verification System (EVS). The billing system will accept invoices using the mother's recipient number.

PROCEDURE:

In order to ensure continuity of medical care for all M.A. eligible newborns, use the following procedures when billing for services provided to newborns.

You may immediately bill Medical Assistance for services provided to a newborn. However, when an M.A. identification card has not been presented for the child, you must complete the invoice with the following modifications:

1. Use the newborn's identifying information (i.e. name, birthdate, sex, etc.).
2. Use the mother's 10 digit recipient number found on her paper MAID card, on her plastic ACCESS card, or by accessing EVS.
3. Use Attachment Type 26 (which indicates that you are billing for a newborn who does not have a recipient number).
4. In the Remarks Section, enter the mother's name, social security number, and date of birth.

The above information is found on each invoice type as follows:

1. Dental Invoice (MA300D, MA300DC)
    - Newborn's name, birthdate, sex - Items 4, 5, 6
    - Mother's recipient number - Item 1
    - Attachment type 26 - Item 41 or 42
    - Remarks Section - Item 43A
2. Drug Invoice (MA302, MA302C)

    NOTE: Pharmacists cannot bill through ECM. You must submit paper, diskette or tape when billing for a newborn who does not have an identification card.

    - Newborn's name, birthdate, sex - Items 4, 5, 6
    - Mother's recipient number - Item 1
    - Attachment Type 26 - Item 33 or 34
    - Remarks Section - Item 35A
3. Physician's Invoice or Medical Services/Supplies Invoice (MA319, MA319C)
    - Newborn's name, birthdate, sex - Items 4, 5, 6
    - Mother's recipient number - Item 1
    - Attachment type 26 - Item 41 or 42
    - Remarks Section - Item 44A

Multiple Births

Complete a separate invoice for each child.

Remittance Advice Statement

When the newborn's invoice appears on your remittance advice, it will be listed with the correct recipient information

for the newborn. Please keep the newborn's recipient number in your records for subsequent billings.

This process is followed only when the newborn has not been issued the paper MAID card or plastic ACCESS card. When the identification card is issued, you will complete the M.A. invoice in the usual manner, using the recipient number designated for the newborn. You will not use the mother's ID number nor will you need attachment code 26.

Attachment

- Temporary Newborn Eligibility Card (MA 467)

COMMENTS AND QUESTIONS REGARDING THIS BULLETIN SHOULD BE DIRECTED TO:

The appropriate toll-free inquiry line for your provider type.

Visit the Office of Medical Assistance Programs website at www.dpw.state.pa.us/omap.