



ISSUE DATE

January 21, 2011

EFFECTIVE DATE

January 1, 2011

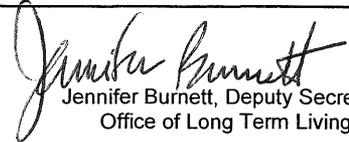
NUMBER

54-11-01, 51-11-01, 59-11-01, 55-11-01, 05-11-01

SUBJECT

**Billing Procedure Codes for Fiscal/Employer Agents
(F/EAs)**

BY


Jennifer Burnett, Deputy Secretary
Office of Long Term Living

PURPOSE:

The purpose of this Bulletin is to establish the proper billing procedures codes for Fiscal/Employer Agents (F/EAs) and to provide clarification regarding financial management services (FMS) and enrollment process.

SCOPE:

This Bulletin applies to the F/EAs providing financial management services to participants in the Aging, Attendant Care, COMMCARE, Independence and OBRA Home and Community-Based Services (HCBS) Medical Assistance Waivers and the Act 150 Program administered by the Office of Long-Term Living (OLTL).

BACKGROUND:

Since 2009, OLTL has issued several notices, letters and Bulletins to F/EA providers in advance of the January 1, 2011 implementation date for FMS services. In June 2010, OLTL Bulletin # 54 541-10-03 was issued, introducing the new provider type (PT) and specialty code for F/EAs. Effective January 1, 2011, only those providers that complete the pre-certification process and are in compliance with the F/EA Standards and Certification shall be enrolled as PT 54 with a specialty code 541.

OLTL issued a subsequent notice on December 23, 2010, Bulletin # 05-10-09, 51-10-09, 55-10-09, 59-10-09, informing F/EAs of the new rates for procedure code W7341 (FMS services). Only an F/EA enrolled as a PT 54 with a specialty code 541 may submit claims for procedure code W7341. However, as described in Bulletin #05-10-09, 51-10-09, 55-10-09, 59-10-09, the claims must be submitted using PT 51 (CSPPPD Provider), PT 55 (Aging Waiver Provider), PT 59 (Attendant Care Provider) or PT 05 (Home Health Agency).

COMMENTS AND QUESTIONS REGARDING THIS BULLETIN SHOULD BE DIRECTED TO:

Office of Long-Term Living
Bureau of Provider Support
555 Walnut Street, 6th Floor
Harrisburg, PA 17101

DISCUSSION:

F/EA providers must bill for FMS services as described above so that the proper financial notification is given to the IRS through a 1099 form issued by PROMISE. Billing under Provider Type 54-541 will not generate a 1099 form, because reimbursement for these services is posted directly into the dedicated bank account for participant-directed services and is not considered to be income. Those procedure codes are provided below.

It should be noted that the FMS services may only be provided to participants receiving direct services in the waiver(s) in which the agency is enrolled as an MA provider. To enroll in additional provider types, please contact the Bureau of Provider Support's Enrollment and Certification Section at 1-800-932-0939 or 717-772-2570.

PROCEDURE:

The F/EA is required to be enrolled under a separate FEIN number and PROMISE number as a PT 54 with a Specialty Code 541. This allows the provider to bill PROMISE for direct services to participants under the participant-model of service delivery.

The following services must be billed under the PROMISE number with the PT 54 Specialty Codes 541:

Participant Directed Community Supports – W1900

Participant Directed Goods and Services Purchased – W1901

Attendant Care – Consumer Model – W1792

Unskilled Respite Care – S5150

The F/EA is also enrolled under a corporate FEIN number and Waiver PROMISE number.

The following procedure codes and the modifiers are to be used with the PROMISE Number relating to Provider Types: 51, 55, 59, or 05. For new "Services My Way" participants who have not previously received FMS, claims should be submitted with both the U2 and U4 modifier for the first month. The rates are for FMS services provided on and after January 1, 2011.

Service	Code	Description	Rate
Financial Management Services	W7341 with a U4 modifier	FMS initial service rate; once per lifetime per participant	\$277
Financial Management Services	W7341 with a U4 and U2 modifier	FMS initial service rate for a new Services My Way participant; once per lifetime per participant	\$277
Financial Management Services	W7341	ongoing monthly service fee	\$85
Financial Management Services	W7341 with U2 Modifier	<i>ongoing monthly service fee for Service My Way participants</i>	\$85

Since the F/EA providers are enrolled in HCSIS, Care Managers and Service Coordinators may access the SSD (Services and Supports Directory) through the COMPASS system to retrieve a listing for enrolled F/EA providers that provide FMS services. The FMS services are listed under provider types 51, 55, 59 or 05, so the name maybe different than the F/EAs registered name. The FMS service providers are listed on the SSD under the service name, "Payroll Services," and they can be accessed using the Advanced Search button.

Questions related to enrollment should be directed to Bureau of Provider Support Call Center at 1-800-932-0939

COMMENTS AND QUESTIONS REGARDING THIS BULLETIN SHOULD BE DIRECTED TO:

Office of Long-Term Living
Bureau of Provider Support
555 Walnut Street, 6th Floor
Harrisburg, PA 17101