



**Kansas  
Medical Assistance  
Program**



# BULLETIN

## HOSPICE PROVIDERS

### **Automated Processing of Nursing Facility and ICF-MR Room and Board Charges for Hospice Consumers.**

Hospice providers are required to bill the room and board charges for hospice recipients residing in NFs, ICF-MRs, or hospital swingbeds. NFs include skilled nursing facilities, nursing facilities and nursing facilities for mental health. ICF-MRs include both privately owned and state institution ICF-MRs. These claims may be submitted on paper, electronically, or through the internet. Automated processing will allow these claims to process quickly and accurately by following the instructions below.

- **Paper Claims**: Complete the claim as usual and in *box 17a* document the NF, ICF-MR, or hospital swingbed provider number.
- **Electronic Claims (i.e. 837P)**: Complete the claim as usual and document the NF, ICF-MR, or hospital swingbed provider number in the *referring provider* field. **Providers using third party software may use the referring physician field at the header or detail level.**
- **Web Claims**: Complete the claim as usual and document the NF, ICF-MR, or hospital swingbed provider number in the *referring physician* field.

If the NF or ICF-MR provider number is not included as above, the claims will be manually processed, causing a delay in claim payment.

Claims submitted without the referring provider number will be manually processed only until 1/1/05, causing a delay in claim payment.

Claims submitted after 1/1/05 without a valid referring provider number in the designated field, will be denied.

Replace Hospice Provider Manual page: 7-2.

If you have any questions, please contact the Medical Assistance Customer Service Center at 1-800-933-6593 (in-state providers) or (785) 274-5990 between 7:30 a.m. - 5:30 p.m., Monday through Friday.

Providers should bill the appropriate rate for the service based on the Kansas Medicaid Hospice Rates and instructions in Appendix II.

### **Automated Processing of Nursing Facility and ICF-MR Room and Board Charges for Hospice Recipients.**

Hospice providers are required to bill the room and board charges for hospice recipients residing in NFs, ICF-MRs, or hospital swingbeds. NFs include skilled nursing facilities, nursing facilities and nursing facilities for mental health. ICF-MRs include both privately owned and state institution ICF-MRs. These claims may be submitted on paper, electronically, or through the internet. Automated processing will allow these claims to process quickly and accurately by following the instructions below.

- **Paper Claims:** Complete the claim as usual and in **box 17a** document the NF, ICF-MR, or hospital swingbed provider number.
- **Electronic Claims (i.e. 837P):** Complete the claim as usual and document the NF, ICF-MR, or hospital swingbed provider number in the **referring provider** field. **Providers using third party software may use the referring physician field at the header or detail level.**
- **Web Claims:** Complete the claim as usual and document the NF, ICF-MR, or hospital swingbed provider number in the **referring physician** field.

Although swingbed room and board claims are not automated at this time, processes have been implemented to expedite swingbed room and board claims processing utilizing the referring provider fields noted above.

Claims submitted without the referring provider number will be manually processed only until 1/1/05, causing a delay in claim payment.

Claims submitted after 1/1/05 without a valid referring provider number in the designated field, will be denied.