



## P R O V I D E R   B U L L E T I N

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**To: All Providers, Clearinghouses, Billing Services, and Value Added Networks**

**Subject: HIPAA Provider Workshops**

The Office of Medicaid Policy and Planning (OMPP), Children's Health Insurance Program (CHIP) Office, and EDS are offering Indiana Health Coverage Programs (IHCP) Health Insurance Portability and Accountability Act (HIPAA) workshops free of charge. The first HIPAA workshops during March, April, and May 2003 covered the HIPAA 270/271 transactions and trading partner agreements. The upcoming workshops are being offered during June, July, and August 2003 and cover additional HIPAA-related transactions and topics affected by HIPAA changes. A brief HIPAA-readiness survey will also be distributed at the workshops. Sessions cover critical information that becomes effective October 16, 2003. The following topics will be covered:

- 837 Institutional, Professional, and Dental Transactions
- Paper Claims
- Attachments
- Local Codes
- 276/277 Transactions
- 835 Transaction
- Anesthesia Billing

Attendees should choose to attend workshops based on their claim billing type (UB-92, CMS-1500, or ADA-2000). All topics listed above are offered to all attendees each day with the exception of anesthesia billing, which is only offered to professional, or CMS-1500, billing type providers. Tables 1 and 2 provide session information and locations. Workshops begin promptly at 8:30 a.m. **local** time with the exception of the June 12 session in Indianapolis that begins at 9:30 a.m. Workshops end at 5 p.m. Lunch breaks are one hour and lunch is not provided.

Workshops are being offered during June, July, and August 2003 at the following locations:

- Lafayette, IN
- East Chicago, IN
- Jeffersonville, IN
- Indianapolis, IN
- Evansville, IN
- Muncie, IN
- Ft. Wayne, IN
- Terre Haute, IN
- Columbus, IN
- South Bend, IN

Additional workshops will be offered in southern Indiana during June, July, or August 2003. The dates and locations of these workshops have yet to be determined. When this information is confirmed, it will be published in an upcoming banner page article. Providers who do not receive banner pages can check the IHCP Web site at [www.indianamedicaid.com](http://www.indianamedicaid.com) for this information.

General directions to workshop locations are available on the IHCP Web site listed above. To access directions from the Web site, click **Provider Services**, **Education Opportunities**, and **Provider Workshops**. Please consult a map or other location tool for directions from a specific location.

Seating for the workshops is limited to two registrants per provider number. Fax completed registration forms to EDS at (317) 488-5376. EDS processes registrations chronologically based on the date of the workshop. A letter or fax confirming registration will be sent prior to the workshop. Confirmations may be received as late as two days prior to the workshop. Direct any questions about the workshops to a provider representative at (317) 488-5195.

Table 1 – Session Information

Topic	Description
837 Institutional, Professional, and Dental Transactions	This session provides information about electronic claims submission to the IHCP. There are three 837 transactions; professional, institutional, and dental. The focus of the session depends on the claim billing type scheduled for review on the workshop date. The UB-92 will be reviewed on institutional workshop days, the CMS-1500 on professional workshop days, and the ADA 2000 on dental workshop days. Topics include a brief discussion about the purpose and use of the implementation guides, the IHCP companion guides, the IHCP required data elements and format, and a review of trading partner responsibilities.
Paper Claims	The IHCP is modifying the field locator use and content of all three paper claim forms used by the IHCP; the UB-92, the CMS-1500, and the ADA 2000. This session covers claim use and content with a field-by-field review of each claim type. The focus of the session depends on the claim billing type scheduled for review on the workshop date. The UB-92 will be reviewed on institutional workshop days, the CMS-1500 on professional workshop days, and the ADA 2000 on dental workshop days. <i>Dental providers please note: The ADA 2000 claim form will become the approved version for dental paper claim submission starting August 2003. No other dental claim forms will be accepted after the paper claim revision implementation date.</i>
Attachments	HIPAA allows submission of electronic claims with paper attachments. The paper attachments can be mailed to the IHCP and linked to the electronic claim for processing. Because of this, the IHCP is mandating use of the <i>IHCP Attachment Cover Letter</i> for submission of paper attachments. This session describes HIPAA guidelines for development of attachment control numbers, identification of the appropriate report-type codes, and completion of the attachment cover letter. This session also reviews new guidelines for submitting paper claims with attachments.
Local Codes	HIPAA requires standardized procedure coding and mandates eliminating local codes for electronic claims. Because of this, the IHCP is eliminating the use of all local codes for claims with dates of service on or after October 16, 2003. This session provides a broad overview of changes resulting from elimination of local codes. The session also describes the status of the elimination of local codes. During upcoming HIPAA workshops in August and September 2003, detailed sessions will include a list of cross-walked codes and changes to any specific billing requirements.

(Continued)

Table 1 – Session Information

276/277 Transactions	The 276/277 transactions session describes all options available or supported by EDS using the new HIPAA standard 276 ( <i>Claim Status Request</i> ) and the 277 ( <i>Claim Status Response</i> ) formats. Both batch and interactive claim status transactions are discussed. Other topics discussed include content and format compliance, minimum data elements, code sets, and Web interChange.
835 Transaction	The 835 transaction session describes changes to the current paper remittance advice and implementation of the electronic 835 transaction. Several topics are covered including claims data reporting changes, claim (header) versus service (detail) line item adjusting, and provider level balancing.
Anesthesia Billing	The administrative simplification final rule mandates the use of the Current Procedural Terminology (CPT) anesthesia codes for billing anesthesia services to a health plan. This session describes changes to anesthesia billing instructions and pricing methodology, and converting surgical procedure codes to anesthesia codes.

Table 2 – Workshop Location Information

Workshop Date	Registration Deadline	Billing Type	Location
June 3, 2003	May 27, 2003	UB-92	Lafayette Home Hospital
July 14, 2003	July 7, 2003	CMS-1500	Kathryn Weil Center
July 15, 2003	July 8, 2003	ADA-2000	2400 South St. Lafayette, IN 47904
June 5, 2003	May 29, 2003	UB-92	St. Catherine's Hospital
June 6, 2003	May 30, 2003	CMS-1500	Birthing Center Classroom
July 17, 2003	July 10, 2003	CMS-1500	4321 Fir St.
July 18, 2003	July 11, 2003	ADA-2000	East Chicago, IN 46312
June 10, 2003	June 3, 2003	UB-92	Clark Memorial Hospital
June 11, 2003	June 4, 2003	CMS-1500	Conference Center (downstairs) 1220 Missouri Ave. Jeffersonville, IN 47130
<b>The June 12 session begins at 9:30 a.m.</b>			St. Vincent Hospital
June 12, 2003	June 5, 2003	ADA-2000	Cooling Auditorium
June 13, 2003	June 6, 2003	CMS-1500	2001 W. 86 <sup>th</sup> St. Indianapolis, IN 46260
June 17, 2003	June 10, 2003	UB-92	Deaconess Hospital
June 18, 2003	June 11, 2003	CMS-1500	Bernard Schnacke Auditorium
July 22, 2003	July 15, 2003	CMS-1500	600 Mary St.
July 23, 2003	July 16, 2003	ADA-2000	Evansville, IN 47747
June 23, 2003	June 16, 2003	UB-92	Ball Memorial Hospital
June 24, 2003	June 17, 2003	CMS-1500	Auditorium
June 27, 2003	June 20, 2003	ADA-2000	2401 University Ave. Muncie, IN 47303

(Continued)

Table 2 – Workshop Location Information

June 25, 2003	June 18, 2003	UB-92	Lutheran Hospital
June 26, 2003	June 19, 2003	CMS-1500	Kachmann Auditorium
July 8, 2003	July 1, 2003	CMS-1500	7950 W. Jefferson Blvd.
July 9, 2003	July 2, 2003	ADA-2000	Fort Wayne, IN 46804
June 30, 2003	June 23, 2003	UB-92	Union Hospital
July 1, 2003	June 24, 2003	CMS-1500	ISU School of Nursing
July 2, 2003	June 25, 2003	ADA-2000	Winn Auditorium
			1606 N. 7 <sup>th</sup> St
			Terre Haute, IN 47804
July 7, 2003	June 30, 2003	UB-92	Columbus Regional Hospital
July 10, 2003	July 3, 2003	CMS-1500	Kroot Auditorium
July 11, 2003	July 3, 2003	ADA-2000	2400 E. 17 <sup>th</sup> St.
			Columbus, IN 47201
July 28, 2003	July 21, 2003	UB-92	St. Joseph Regional Medical Center
July 29, 2003	July 22, 2003	CMS-1500	Educational Center (by the hospital main lobby)
July 30, 2003	July 23, 2003	CMS-1500	801 E. LaSalle Ave.
July 31, 2003	July 24, 2003	ADA-2000	South Bend, IN 46634
August 5, 2003	July 29, 2003	CMS-1500	Wishard Hospital
August 7, 2003	July 31, 2003	UB-92	Myers Auditorium
			1001 W. 10 <sup>th</sup> St.
			Indianapolis, IN 46202

**All workshops begin promptly at 8:30 a.m. local time with the exception of the June 12 session in Indianapolis that begins at 9:30 a.m. Workshops end at 5 p.m. Lunch breaks are one hour and lunch is not provided.**

## Additional OMNI Information

The planned OMNI upgrade for HIPAA-compliant basic eligibility and benefit limitation information scheduled to begin April 30, 2003, has been delayed. OMNI users should download updates between May 22, 2003, and October 15, 2003. Refer to IHCP provider bulletin *BT200303* for more information about the download process.

*CDT-3/2000 (including procedure codes, definitions (descriptions) and other data) is copyrighted by the American Dental Association. © 1999 American Dental Association. All rights reserved. Applicable Federal Acquisition Regulation System/Department of Defense Acquisition Regulation System (FARS/DFARS) Apply.*

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Indiana Health Coverage Programs



P R O V I D E R   W O R K S H O P   R E G I S T R A T I O N

Please **print legibly** or **type** the information below and fax to (317) 488-5376. This registration form has been modified from the original to include two additional workshops in Cincinnati. Information about the Cincinnati workshops is available in banner page BR200321.

Workshop Locations and Dates					
Please indicate the workshop you will be attending. The workshops for each day are claim billing type-specific as identified in Table 2.					
Lafayette, IN	<input type="checkbox"/> June 3, 2003	<input type="checkbox"/> July 14, 2003	<input type="checkbox"/> July 15, 2003		
East Chicago, IN	<input type="checkbox"/> June 5, 2003	<input type="checkbox"/> June 6, 2003	<input type="checkbox"/> July 17, 2003	<input type="checkbox"/> July 18, 2003	
Jeffersonville, IN	<input type="checkbox"/> June 10, 2003	<input type="checkbox"/> June 11, 2003			
Indianapolis, IN	<input type="checkbox"/> June 12, 2003	<input type="checkbox"/> June 13, 2003	<input type="checkbox"/> August 5, 2003	<input type="checkbox"/> August 7, 2003	
Evansville, IN	<input type="checkbox"/> June 17, 2003	<input type="checkbox"/> June 18, 2003	<input type="checkbox"/> July 22, 2003	<input type="checkbox"/> July 23, 2003	
Cincinnati, OH	<input type="checkbox"/> June 19, 2003 (CMS-1500 billing type providers)		<input type="checkbox"/> June 20, 2003 (ADA-2000 billing type providers)		
Muncie, IN	<input type="checkbox"/> June 23, 2003	<input type="checkbox"/> June 24, 2003	<input type="checkbox"/> June 27, 2003		
Ft. Wayne, IN	<input type="checkbox"/> June 25, 2003	<input type="checkbox"/> June 26, 2003	<input type="checkbox"/> July 8, 2003	<input type="checkbox"/> July 9, 2003	
Terre Haute, IN	<input type="checkbox"/> June 30, 2003	<input type="checkbox"/> July 1, 2003	<input type="checkbox"/> July 2, 2003		
Columbus, IN	<input type="checkbox"/> July 7, 2003	<input type="checkbox"/> July 10, 2003	<input type="checkbox"/> July 11, 2003		
South Bend, IN	<input type="checkbox"/> July 28, 2003	<input type="checkbox"/> July 29, 2003	<input type="checkbox"/> July 30, 2003	<input type="checkbox"/> July 31, 2003	
Registrant Information					
Name of Registrant:	_____				
Name of Registrant:	_____				
Registrant Point of Contact Information					
Provider Number:	_____				
Provider Name:	_____				
Provider Address:	_____				
City:	_____	State:	_____	ZIP:	_____
Provider Telephone:	_____	Provider Fax:	_____		

*Note: Seating for sessions is limited to two registrants per provider number. Registrants will receive a confirmation letter or fax prior to the workshop to confirm attendance. **Workshop registrations are accepted until the workshop deadline or until capacity is reached. Receipt of the fax does not guarantee registration. If EDS does not send a confirmation letter or fax, the registration is not confirmed.** Direct any questions about the workshops to a provider representative at (317) 488-5195.*