# Optum Provider Training for AllWays Health Partners' Members

January 2020



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### Introductions & Background



### Introductions and Background



Effective January 1, 2019, Neighborhood Health Plan became AllWays Health Partners.



Optum, the behavioral health partner for AllWays Health Partners, is a leading health services organization dedicated to making the health system work better for everyone.

- Optum and AllWays Health Partners realize there is some confusion in the market regarding the use of non-independently licensed clinicians
- Over the past several months, AllWays Health Partners, Optum and MassHealth have met to review requirements for clinical supervision of non-independently licensed clinicians and the proper submission of claims



### **Definitions**



### **Definitions**

- <u>Licensed clinician</u>: a professional licensed by the state to deliver behavioral health services
- Procedure Code: codes used to identify what service was provide to or given to a patient
- <u>Modifier</u>: a two-character descriptive add-on to a procedure code; modifiers can be a combination of alpha numeric characters
- <u>Non-independently licensed clinician</u>: a Master's level clinician professional who is NOT independently licensed by the state; may be able to deliver behavioral health services under the supervision of an independently licensed clinician if employed by a group/agency with a Supervisory Protocol Addendum added to their Agreement
- <u>Paraprofessional</u>: a person to whom a particular aspect of a professional task is delegated but who is not licensed to practice as a fully qualified professional
- <u>Peer Provided Services</u>: Medicaid coverage includes services provided by peers with "lived experience" who meet performance specification, such as Recovery Coaches.
- <u>Rostered clinician</u>: an independently licensed clinician employed by a credentialed group/agency with a
  Group Agreement that requires submission and on-going maintenance of a roster of their employed,
  independently licensed clinicians
- <u>Supervisory Protocol Addendum</u>: an addendum to a group/facility Agreement that may be added to allow non-independently licensed clinicians to render services while under the supervision of an independently licensed clinician within the group
- <u>Supervision</u>: an independently licensed supervising provider has regular, in-person, one-on-one supervision with the non-independently licensed provider to review the treatment provided to members. Supervision must be clinical in nature, documented and kept on file. Up to two (2) multi-disciplinary staff or group supervision meetings may be counted for two in-person supervision sessions per month so long as the supervising provider is in attendance



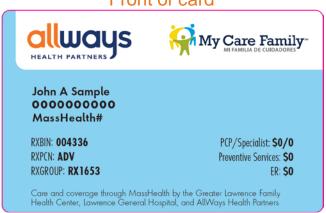
### Member ID Cards



### Member Identification Cards

#### Medicaid (My Care Family) Card

#### Front of card



#### Back of card

#### MEMBERS

Customer Service: 1-800-462-5449 (TTY 711)

For behavioral health services (mental health or substance use) call Optum Behavioral Health Services: 1-844-451-3519 (TTY 711)

CVS Caremark Prescription Services: 1-866-546-0662

Visit **mycarefamily.org**, a secure member portal for detailed plan and provider information

Call your treating provider within 48 hours of an emergency visit.

#### PROVIDERS

Claims Info and Provider Manual: allwaysprovider.org

Provider Services: **1-855-444-4647**Behavioral Health: **1-844-451-3519** 

Pharmacy: 1-800-421-2342

mycarefamily.org

This card does not guarantee coverage.

ID-50 (08/18)

#### **Commercial Card**

#### Front of card



#### Back of card

#### **MEMBERS**

Customer Service: 1-866-414-5533 (TTY 711)

Optum Behavioral Health Services: 1-844-451-3518 (TTY 711)

Secure Member Portal: **allwaysmember.org** for detailed plan and provider information

Call your treating provider within 48 hours of an emergency visit.

#### **PROVIDERS**

Claims Info and Provider Manual: allwaysprovider.org

Provider Services: 1-855-444-4647

Behavioral Health: 1-844-451-3518

Pharmacy: 1-800-421-2342

allwaysmember.org

This card does not guarantee coverage.

ID-51 (08/18)

### Benefits and Eligibility



### Understanding covered benefits



Coverage Determination Guidelines standardize the interpretation and application of terms of the Member's Benefit Plan; including terms of coverage, exclusions and limitations.



Coverage Determination Guidelines can be found on Provider Express, Optum's industry leading provider website: *providerexpress.com* 



Optum Members have a variety of benefits available to them.



Check a Member's benefits and eligibility on Provider Express, through secure Transactions.

Benefits will be different for commercial and Medicaid (My Care Family) members; it is essential to verify benefits before rendering services.



# Eligibility and benefits verification using Provider Express

#### Provider Express - providerexpress.com

BH2473 11/2019

Our industry-leading provider website includes both public and secure pages for behavioral health providers

"Eligibility & Benefits" allows users to search for a member's eligibility by using My Patients list, Member ID Search or the Name/DOB Search. The My Patients list is also built using this transaction.

"My Patients" is a list of patients that can be stored on Provider Express and used for various online transactions without an additional search. The My Patients list is customizable at a User level.



### **Authorizations**



### **Authorization and Notification Definitions**

#### AllWays Authorization and Notification Definitions:

- AllWays Medicaid benefit plans have designated services that require providers to contact Optum Behavioral Health when a member accesses those services.
- Notification, when required, should occur prior to the delivery of certain non-routine outpatient services and scheduled inpatient admissions, and as soon as reasonably possible for an emergency admission. Notification requirements include clinical information to determine benefit coverage.
- Authorization (aka: prior authorization) is a result of the Clinical and benefit determinations made per the provider notification.
- Please refer to the list of services that require notification or authorization, on slide 14.



## AllWays Medicaid Services Requiring Authorization or Notification

Level of Care	Requirements	Additional Information
Montal Haalth (MH) Aquita Innations	Notification of Admission	Required within 24 hours of Admission or next business day
Mental Health (MH) Acute Inpatient	Authorization	Concurrent Review following notification of Admission
	Notification of Admission	Required within 48 hours of Admission
Substance Use Disorder (SUD) Acute Inpatient	Authorization	Concurrent Review following notification of admission required at day 15
MH Acute Residential Services (CBAT, ART, IART)	Prior Authorization	Requires prior authorization
SUD Acute and Residential	Notification of Admission	Required within 48 hours of Admission
(ASAM 4.0, 3.7, 3.5)	Authorization	Required after first 14 days
SUD Residential Rehabilitation Services (RRS)	Notification	Required within 7 calendar days of Admission
(ASAM 3.1)	Authorization	Required for continuation at this level of care beyond 90 days
Partial Hospitalization	Authorization	Requires prior authorization
Intensive Outpatient Program	Authorization	Requires prior authorization
Day Treatment	Authorization	Requires prior authorization
Applied Behavior Analysis (ABA)	Authorization	Requires prior authorization
Electroconvulsive Treatment (ECT)	Authorization	Requires prior authorization
Transcranial Magnetic Stimulation (TMS)	Authorization	Requires prior authorization
Psychological Testing – 5 hours or less	Notification	Test evaluation 96130/96131 and administration-scoring 96136-96139 time combined
Psychological Testing – more than 5 hours	Prior Authorization	Test evaluation 96130/96131 and administration-scoring 96136-96139 time combined



The above table includes all services that require either an authorization or notification

### Authorization process

#### Authorizations can be requested in two ways:

- Contracted providers can request authorizations for most services via the online portal system on Provider Express (<u>providerexpress.com</u>). You will need to log-in to request authorizations. The previous slide includes information about which services can be requested online and which require a phone call.
- Calling Optum via the number on the member's card:

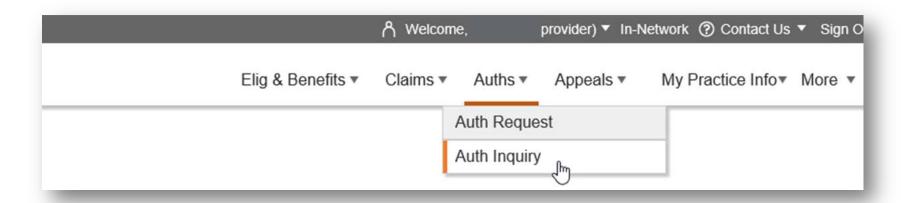
AllWays Commercial	844-451-3518
AllWays MassHealth/ACO (aka My Care Family)	844-451-3519
Partners Health Plan	844-451-3520
<b>Group Insurance Commission (GIC)</b> and City of Boston	844-875-5722



### Check authorization status online

Once you have requested authorization for clinical services, registered users can use the secure Transactions on *Provider Express* to:

- Check authorization status online even if the authorization was not requested through *Provider Express*
- View authorization details



 Providers not registered for providerexpress.com may check authorization status by calling Optum via the toll free number on the member's card



### New clinical criteria effective 1/31/20

In an effort to further enhance the patient, provider, and customer experience, Optum is standardizing the clinical criteria used in decision-making for behavioral health conditions by directly utilizing nationally recognized guidelines:

- Level of Care Utilization System (LOCUS) a standardized level of care assessment tool developed by the American Association of Community Psychiatrists used to make medical necessity determinations and placement decisions for adults. Learn more at <u>dbhn.com</u>
- Child and Adolescent Service Intensity Instrument (CASII) a standardized assessment tool developed by the American Academy of Child and Adolescent Psychiatry used to make medical necessity determination and to provide level of service intensity for children and adolescents ages 6-18. Learn more at <a href="mailto:aacap.org/AACAP/AACAP/Member\_Resources/Practice\_Information/CASII.aspx">aacap.org/AACAP/AACAP/Member\_Resources/Practice\_Information/CASII.aspx</a>
- Early Childhood Service Intensity Instrument (ECSII) a standardized assessment tool developed by the American Academy of Child and Adolescent Psychiatry used to make medical necessity determinations and to provide level of service intensity for children ages 0-5. Learn more at aacap.org/AACAP/Member\_Resources/Practice\_Information/ECSII

NOTE: LOCUS/CASII/ECSII criteria are currently under review by MassHealth



### LOCUS / CASII / ECSII

### Why is Optum changing from prior Level of Care Guidelines to LOCUS/CASII/ECSII (L/C/E) clinical criteria for behavioral health?

While our prior behavioral health level of care criteria were developed by considering evidence-informed literature and clinical criteria established by professional organizations, we are moving to these externally developed guidelines for several reasons:

- Externally validated: L/C/E criteria were created and are updated based on the changing landscape of evidence informed care, market and regulatory considerations, and feedback from stakeholders across the care system.
- Common Language Drives Improved Care: The use of these guidelines creates a common language for providers with payers, regulators and other stakeholders of the care system, which results in a clearer understanding of patient needs.
- The six dimensions provide a more holistic view of acuity and chronicity of behavioral conditions, thereby promoting more appropriate care for patients and a better overall experience.



### Claim Billing Reference Guide



### Independently licensed clinicians employed by a group

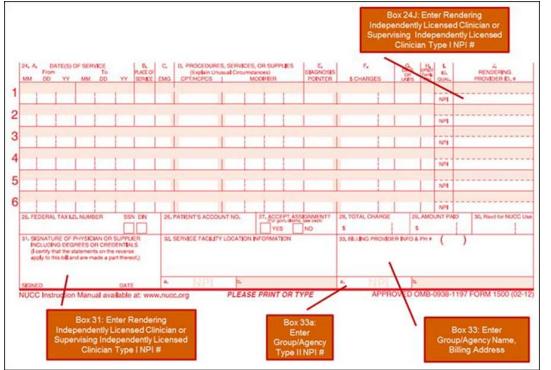
When billing Optum for services rendered by an independently licensed clinician for AllWays Health Partners members, the following guidelines apply for Commercial or Medicaid plans:

Claims must be billed listing the licensed clinician in field 24J and field 31 on the 1500 form

 Independently licensed clinicians must be credentialed or rostered accordingly if they are affiliated with Groups/Agencies whose Agreement requires submission and maintenance of a clinician roster

• When billing for an independently licensed clinician employed by a group, payment is issued to the

group

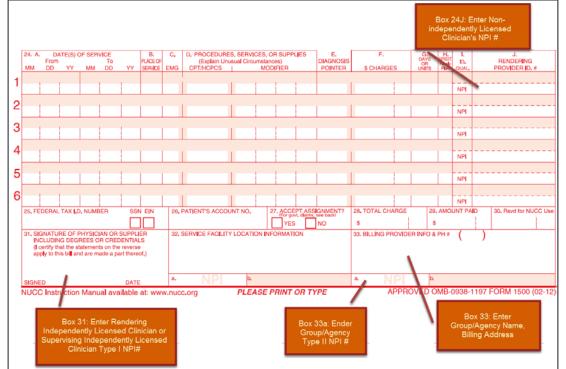




### Non-independently licensed clinicians

When billing Optum for services rendered by a non-independently licensed clinician for AllWays Health Partners Medicaid members, the following guidelines apply:

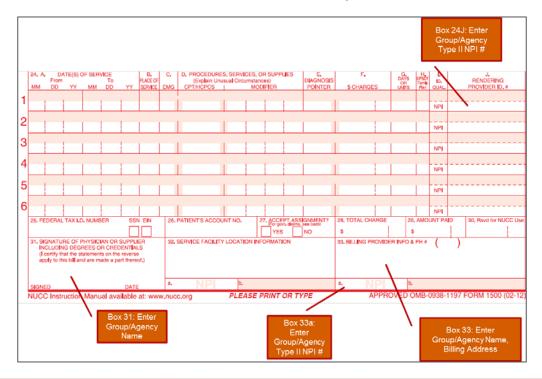
- Non-independently licensed clinicians are required to have a Type I (individual) NPI number
- Record the non-independently licensed clinician's Type I NPI number in Box 24J
- Record the licensed supervising clinician's NPI in Box 31
- When billing for a non-independently licensed clinician, payment is issued to the group





#### Paraprofessionals / Peers

 All other codes not listed must be billed in accordance with your Optum Agreement and associated Fee Schedule, as indicated in the sample 1500 form below



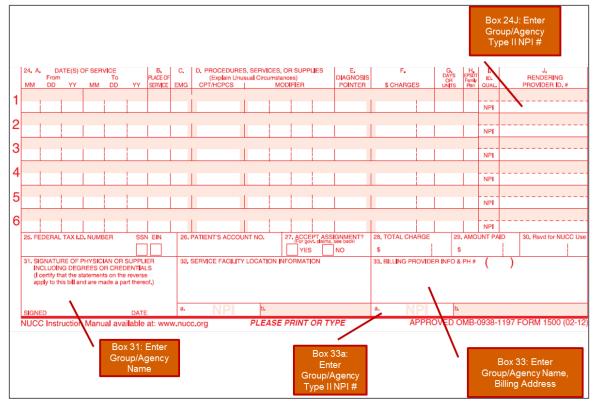
For the AllWays Medicaid plan, Medicaid Supervisory Protocol Code Modifier Exceptions can be found in the Resource section of this presentation



#### Group/Agency/Facility Agreements

<u>Group/Agency/Facility</u> – applies to groups/agencies/facilities who do <u>not</u> use clinician rosters and do not credential clinicians individually.

 Providers who have group or facility Agreements for <u>any line of business</u> (Partners ASO, Commercial, Medicaid) should bill according to your Agreement, that is, bill using your group/facility information not under specific individual clinicians.





# Roster and Group Address Maintenance



### Roster Maintenance

Groups/Agencies whose Agreement requires submission and maintenance of a clinician roster are responsible to ensure their roster data is up to date and on file with Optum. Roster updates may be submitted through <u>providerexpress.com</u> secure "Transactions".

For Groups/Agencies that use a Supervisory Protocol and are required to submit and maintain a roster, it is essential that clinicians who are <u>independently licensed</u> and may be <u>acting in a supervisory role</u> be promptly added to the roster in order for claims to process correctly.

Groups/Agencies that do not use Provider Express may maintain their rosters by submitting them to their Provider Relations Advocates.

Note: Non-independently licensed clinicians and paraprofessionals are not added to Optum rosters.

Notify us at providerexpress.com within ten (10) calendar days whenever there are changes to your clinician roster.

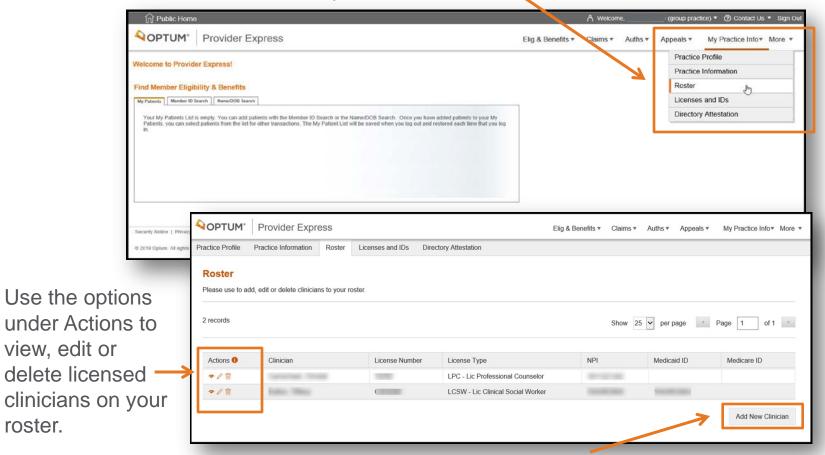
Roster management is critical to timely and accurate claim processing. Failure to maintain your group roster creates risks for:

- Timely claims adjudication
- Potential HIPAA violations



### Roster Maintenance (cont.)

After logging in to secure transactions, select *My Practice Info* from the menu bar and then click on *Roster* from the drop-down menu.

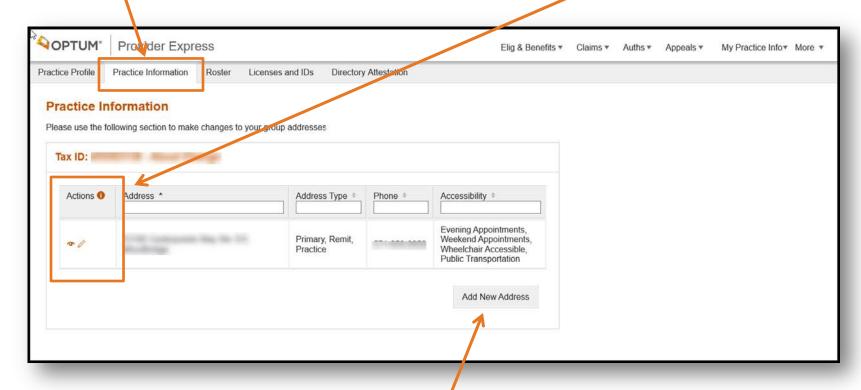




Click on "Add New Clinician" to add a new licensed clinician to your Roster.

### **Group Address Maintenance**

To View or make updates to the Groups Addresses, click on the Practice Information tab and choose an option under Actions.



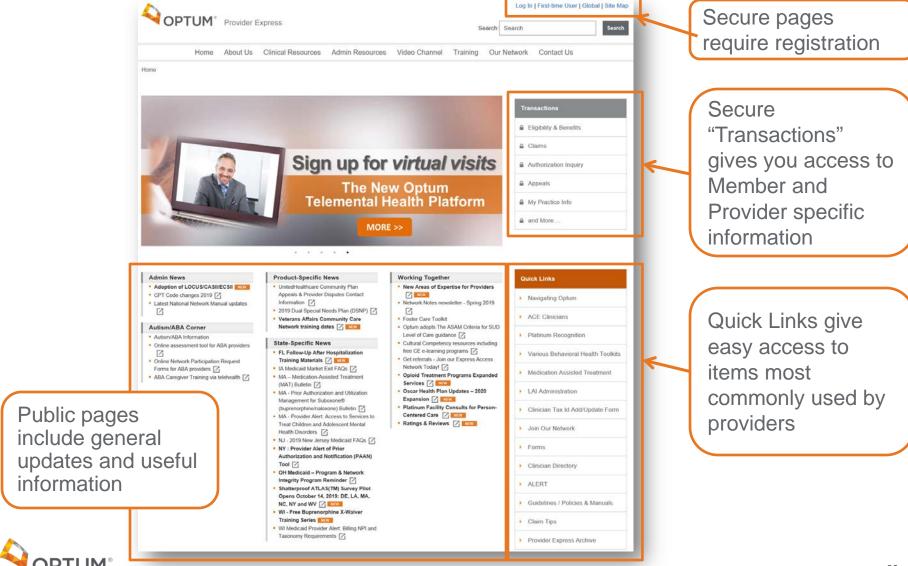
To add a new practice location or a new mailing or remit address, click on the "Add New Address" button.



### Resources



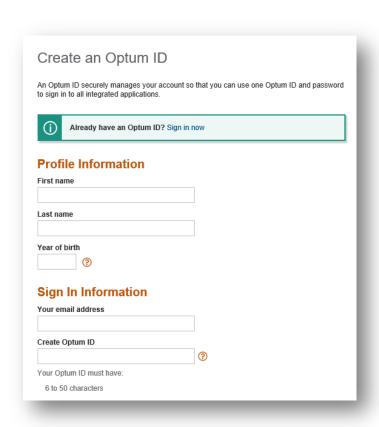
### Provider Express (providerexpress.com)

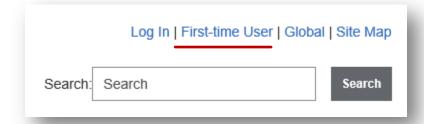


### Provider Express: Secure Pages

To register, select the "First-time User" link in the upper right hand corner

of the home page





You will be prompted to create an Optum ID



### Provider Express: Secure Transactions

#### Provider Express offers a range of secure transactions

- Check eligibility and authorization or notification of benefits requirements
- ✓ Obtain authorization or complete notification for higher levels of care
- ✓ Create and maintain My Patients list
- ✓ Submit professional claims and view claim status
- ✓ Make claim adjustment requests
- ✓ Register for Electronic Payments and Statements (EPS), including Electronic Funds Transfer (EFT)
- ✓ Update practice information

Training on many of these topics is available on the Video Channel or through the Guided Tours



#### Additional Resources and Links

- Provider Express: <u>Massachusetts Provider Resources</u>
  - AllWays Health Partners
    - Adverse Incident Reporting Forms
    - ALERT® (Algorithms for Effective Reporting and Treatment)
    - Provider Manual Addendum
    - Training Materials
  - Massachusetts Medicaid
    - Medication-Assisted Treatment (MAT) Bulletin
    - MAT information page
- If provider is unable to access electronic link, please contact your Provider Relations
   Advocate for assistance
- CMS.gov

Note: Information in this presentation is for educational purposes and is current as of 11/11/19. Billing codes referenced in this material may not be valid for future dates. It is important for providers to refer to their current Fee Schedule to determine the appropriate codes and modifiers with which to bill.



### Your Provider Relations Contacts

#### Jennifer Laroche, Director

Phone: 1-763-361-8851

Email: jennifer.laroche@optum.com

#### **Janet Choup, Provider Relations Advocate**

Phone: 1-781-419-8334

Email: janet.choup@optum.com



Service	CPT / Revenue Code	Modifiers	AllWays Health Partners Alternate Description
Residential	H0010	No modifier	Alcohol and/or drug services sub-acute detoxification (residential addiction program inpatient) (clinically managed detoxification services) ASAM Level 3.5 Clinically Managed High -Intensity Residential
Diversionary	H0015	HN	S O A P Half Day
Diversionary	H0015	НО	S O A P Half Day
Residential	H0019	No modifier	Residential Rehabilitation Services (RRS) Behavioral health; long-term residential (nonmedical, nonacute care in a residential treatment program where stay is typically longer than 30 days; without room and board, per diem (residential rehabilitation services for transitional age youth and young adults: youth residential substance use disorder treatment)
Residential	H0019	HF	RRS for Transitional Age Youth and Young Adults family residential treatment
Residential	H0019	HA	RRS for Youth for youth: clinically intensive youth residential substance use disorder treatment
Residential	H0019	HR	RRS for Families
Residential	H0019	TH	RRS for Pregnant and Post-Partum Women postpartum enhancement
Residential	H0019	HH	Co-occurring Enhanced RRS
Residential	H0019	HD	residential rehabilitation services pregnant enhancement)
Residential	H0019	HV	residential rehabilitation services child enhancement
Methadone	H0020	No modifier	Alcohol and/or drug services methadone administration and/or service (provision of the drug by a licensed program) (dose only visit)



Service	CPT / Revenue Code	Modifiers	AllWays Health Partners Alternate Description
Methadone	H0020	TF	Alcohol and/or drug services; methadone administration and/or service (Individual counseling)
Methadone	H0020	HQ	Alcohol and/or drug services; methadone administration and/or service (Group counseling); 1 unit = 60 to 90 minutes
Methadone	H0020	HR	Alcohol and/or drug services; methadone administration and/or service (Family/couples)
СВНІ	H0023	HT	Behavioral Health Outreach Service (Targeted Case Management) (multi-disciplinary team) that includes family support and training and intensive care coordination per day CBHI Behavioral health outreach service (planned approach to reach a targeted population)
ABA	H0031	U2	Assessment and case planning for home services by a licensed professional. 15 minute rate
ABA	H0032	U2	Supervision for home services by a licensed professional. 15 minute rate
Outpatient Services	H0032	No modifier	Mental Health Plan Development
Outpatient Services	H0046	TG	Observation Bed/CPEP
Outpatient Services	H0046	AF	Mental health services, not otherwise specified (Collateral Contact) (Child Psychiatrist)
Outpatient Services	H0046	HL	Mental health services, not otherwise specified (Collateral Contact) (Intern - PhD, PsyD, EdD, Master's)
Outpatient Services	H0046	HF	Mental health services, not otherwise specified (Collateral Contact) (Addiction Counselor)
Crisis/Obs	H2011	No modifier	Mobile Crisis Intervention



Service	CPT / Revenue Code	Modifiers	AllWays Health Partners Alternate Description
СВНІ	H2011	HN	Crisis intervention service, per 15 minutes (mobile crisis intervention service provided by a paraprofessional) (CBHI, Under 21)
Crisis/Obs	H2011	U1	Crisis intervention service, per 15 minutes. Youth Mobile Crisis intervention modifier for service provided by a Master Level Clinician (used with H2011 only)
Crisis/Obs	H2011	U2	Crisis intervention services, per 15 minutes. Youth Mobile Crisis intervention modifier for service provided by a paraprofessional (used with H2011 only)
СВНІ	H2011	НО	Crisis intervention service, per 15 minutes (mobile crisis intervention service provided by a master-level clinician)(CBHI, Under 21)
СВНІ	H2014	HN	Skills training and development, per 15 minutes (behavior management monitoring provided by a bachelor-level clinician) (CBHI, Under 21)
СВНІ	H2014	НО	Skills training and development, per 15 minutes (behavior management therapy provided by a master-level clinician) (CBHI, Under 21)
Outpatient Services	H2015	No modifier	Community Support Team- Adult Community Support Team- Child Comprehensive Community Support Services
Outpatient Services	H2015	HF	Recovery Support Navigator
Outpatient Services	H2016	SE	Comprehensive Community Support Services Per Diem
Outpatient Services	H2016	HK	Community Support Provider (CSP) for Chronically Homeless
Outpatient Services	H2016	HM	Recovery Coach
Outpatient Services	H2016	HE	Social Innovation Fund (SIF Services)
ABA	H2019	U2	Direct instruction by a paraprofessional working under the supervision of a licensed professional.  15 minute rate



Service	CPT / Revenue Code	Modifiers	AllWays Health Partners Alternate Description
СВНІ	H2019	HN	Therapeutic behavioral services, per 15 minutes (therapeutic training and support services provided by a bachelor-level clinician) (CBHI, Under 21)
СВНІ	H2019	НО	Therapeutic behavioral services, each 15 minutes (in-home therapy provided by a master-level clinician)(CBHI, Under 21)
Outpatient Services	H2028	No modifier	ASAP (Assessment for Safe and Appropriate Placement)
Crisis Intervention	S9485	No modifier	Emeregency Services Program
Emergency Services	S9485	ET, SE	Adult Community Crisis Day 1 (Over 17)
Emergency Services	S9485	TF, SE	Adult Community Crisis Day 2-4 (Over 17)
Emergency Services	S9485	TG, SE	Adult Community Crisis Day 5+ (Over 17)
Emergency Services	S9485	HB, SE	Adult ESP Hospital Emergency Dept
Emergency Services	S9485	HE, SE	Adult ESP Community Based
Emergency Services	S9485	U1, SE	Adult ESP Mobile Non-Emergency Dept
Emergency Services	S9485	HW	Crisis intervention mental health service, per diem (Emergency Service Program Mobile Non-Emergency Department - Uninsured)
Emergency Services	S9485	HK	Crisis intervention mental health services, per diem (Emergency Service Program Community Based - Uninsured)
СВНІ	T1027	EP	Family training and counseling for child development, per 15 minutes (therapeutic mentoring service) (CBHI, Under 21)

