

Anthem Blue Cross and Blue Shield | Serving Hoosier Healthwise, Healthy Indiana Plan, Hoosier Care Connect, and Indiana PathWays for Aging

Claims Update and Dispute Process

2024 IHCP Works Seminar



Agenda

- Acronyms
- Provider manual
- Eligibility
- Managed care model
- Prior authorization (PA)
- Claims
- Dispute process
- Contact information

Acronyms

- **COB** Coordination of Benefits
- **CMHC** Community Mental Health Center
- EDI Electronic Data Interchange
- **EOP** Explanation of Payment
- **HCBS** Home- and Community-Based Services
- HEDIS® Healthcare Effectiveness Data and Information Set
- **IHCP** Indiana Health Coverage Programs
- **LTSS** Long-Term Services and Support

MCE — Managed Care Entity **MID** — Member Identification Number **NCQA** — National Community for Quality Assurance **PA** — Prior Authorization **PMP** — Primary Medical Provider **RA** — Remittance Advice **RCP** — Right Choices Program **RHC** — Rural Health Center **UM** — Utilization Management

Provider Manual

Provider Manuals and Guides

Resources V Claims V Patient Care V Eligibility & Pharmacy V Communications V Our Network V Members

Provider manuals and guides

Anthem Blue Cross and Blue Shield (Anthem) is committed to supporting you in providing quality care and services to the members in our network. Here you will find information for assessing coverage options, guidelines for Clinical Utilization Management (UM), practice policies and support for delivering benefits to our members.

Provider manual

Anthem's provider manual provides key administrative information, including the quality improvement program, the UM program, quality standards for participation, claims appeals, and reimbursement and administration policies.



Documents

Provider Manual

🗵 Credentialing Program Summary Guide

Eligibility

Verifying Eligibility

Always verify a member's eligibility prior to rendering services. Anthem recommends a two-step verification process.

Providers can access this information by visiting:

- IHCP Provider Healthcare Portal:
 - Use to verify eligibility, assigned MCE, and Medicaid product.
- Availity Essentials:
 - Use for PMP verification, benefit limitations, COB, and much more.

Eligibility – Hoosier Healthwise

Anthem assigns the YRH prefix with the member ID.

Anthem.		Hoosier Healthwise
John Q SAMP Member ID:	LE	Primary Medical Provider
Prefix: RxBIN: RxPCN: RxGRP:	020107 IN WKXA	



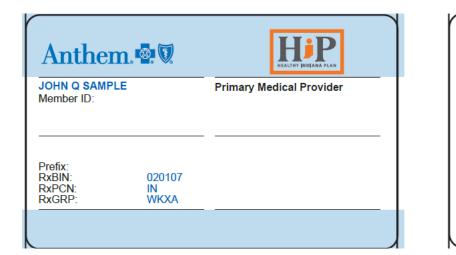
Eligibility – Hoosier Care Connect

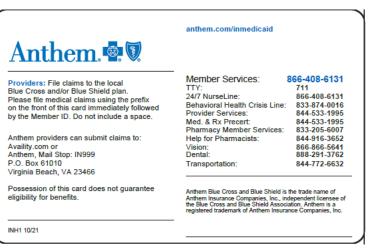
Anthem assigns the YRH prefix with the member ID.

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Q SAMPLE er ID: 020107	Primary Medical Provider	Providers: File claims to the local Blue Cross and/or Blue Shield plan. Please file medical claims using the prefix on the front of this card immediately followed by the Member ID. Do not include a space. Anthem providers can submit claims to: Availity.com or Anthem, Mail Stop: IN999 P.O. Box 61010 Virginia Beach, VA 23466	Provider Services: Med. & Rx Precert: Pharmacy Member Servic Help for Pharmacists: Vision: Dental: Transportation:
20107 KXA		This card does not guarantee benefits or payment. Include your member ID when sending inquiries. In an emergency, go to the nearest ER or call 911. Benefits may be limited outside of Indiana.	Anthem Blue Cross and Blue Shiek Anthem Insurance Companies, Inc. the Blue Cross and Blue Shield Ass registered trademark of Anthem Ins

Eligibility – Healthy Indiana Plan

Anthem assigns the YRK prefix with the member ID.





Eligibility – Indiana PathWays for Aging (non-dual)

Anthem assigns the YRK prefix with the member ID.

		ſ	anthem.com/inmedicaid	
Anthem 💁 🕅	PathWays	Anthem 💁 🕅	Member Services: 24/7 NurseLine: Long-term Services	833-412- 833-412
OHN Q SAMPLE Member ID: ffective date: Prefix: txBIN: 020107		Providers: File claims to the local Blue Cross and/or Blue Shield plan. Please file medical claims using the prefix on the front of this card immediately followed by the Member ID. Do not include a space. Anthem providers can submit claims to: Availity.com or Anthem, Mail Stop: IN999 P.O. Box 61010 Virginia Beach, VA 23466	and Supports: Behavioral Health & Crisis Hotline: TTY: Provider Services: Med. & RX Precert: Pharmacy Member Services: Help for Pharmacists: Vision: Dental: Transportation:	833-412 844-721 833-569 833-569 844-691 844-691 866-866 888-291 844-772
N: 020107 CN: IN RP: WKXA		This card does not guarantee benefits or payment. Include your member ID when sending inquiries. In an emergency, go to the nearest ER or call 911. Benefits may be limited outside of Indiana.	Anthem Blue Cross and Blue Shield i Anthem Insurance Companies, Inc., i the Blue Cross and Blue Shield Asso registered trademark of Anthem Insu	ndependent lice ciation. Anthem

Eligibility – Indiana PathWays for Aging (dual eligible)

Anthem assigns the YRK prefix with the member ID.

Anthem 💁 🗑	PathWays	Anthem 🚭 🕅	anthem.com/inmedicaid Member Services: 24/7 NurseLine: Long-term Services	833-412-440 833-412-440
JOHN Q SAMPLE Member ID: Effective date: Prefix: RxBIN: 020107 Show your Medicare ID card and this ID card when getting healthcare services. Call Member Services if you are asked to pay for covered	Providers: File claims to the local Blue Cross and/or Blue Shield plan. Please file medical claims using the prefix on the front of this card immediately followed by the Member ID. Do not include a space. Anthem providers can submit claims to: Availity.com or Anthem, Mail Stop: IN999 P.O. Box 6 1010 Virginia Beach, VA 23466	and Supports: Behavioral Health & Crisis Hotline: TTY: Provider Services: Med. & Rx Precert: Pharmacy Member Services: Help for Pharmacists: Vision: Dental: Transportation:	833-412-44(844-721-13) 74 833-569-473 834-691-244 844-691-244 866-866-564 888-291-377 844-772-663	
IN WKXA	services, your provider will not see you, or you have questions.	This card does not guarantee benefits or payment. Include your member ID when sending inquiries. In an emergency, go to the nearest ER or call 911. Benefits may be limited outside of Indiana.	Anthem Blue Cross and Blue Shield i Anthem Insurance Companies, Inc., i the Blue Cross and Blue Shield Asso registered trademark of Anthem Insu	ndependent licensee ciation. Anthem is a

Right Choices Program (RCP) is a program for Indiana Medicaid members who may need assistance learning how to properly use their health insurance.

The program provides members with a lock-in provider who acts as a safeguard against the unnecessary or inappropriate use of benefits.

<u>Right Choices Program Provider Reference Module</u>

Right Choices Program (cont.)

- Members enrolled in RCP must see the providers who are assigned per the IHCP Provider Healthcare Portal.
- The member's PMP may call **866-902-1690 option 1** to add new providers to the member's list of authorized providers.
- Refer to pages 73 to 77 of the Anthem provider manual for more information.
- RCP members are no longer required to be locked into a single hospital:
 - Although members are no longer locked into a single hospital, they will still be locked into one PMP to coordinate their care and one pharmacy to fill prescriptions.

Managed Care Model (Assigned PMP)

Managed Care Model

- All members must utilize their assigned PMP.
- Specialty providers must have a referral from the PMP:
 - Specialty claims submitted without a referral may deny.
- Include the individual (type one) national provider identifier (NPI) of the member's assigned referring PMP when you submit the *CMS-1500* claim form or electronic data interchange (EDI) claim.
- If one physician is on call or covering for another, the billing provider must complete Box 17b of the *CMS-1500* claim form to receive reimbursement.
- If you are a non-contracted provider, you need to obtain PA from Anthem before you provide services to our members.

Note: Out-of-network behavioral health and routine dental services do not require PA.

Managed Care Model (Assigned PMP) – Exceptions

Exceptions to this policy include:

- Self-referrals. Members may self-refer for certain services provided by an IHCP-enrolled provider:
 - Note: Refer to the provider manual for a listing of self-referral services.
- A PMP not yet assigned to the member.
- A provider in the same provider group, with the same tax ID, or group NPI as the referring physician (and is an approved provider type).
- Emergency services (services performed in place of service 23).
- Family planning services.

Managed Care Model (Assigned PMP) – Exceptions

- Exceptions to this policy include:
 - Services provided after hours:
 - Code 99050 Services provided in the office at times other than regularly scheduled office hours, or days when the office is normally closed.
 - Code 99051 Services provided in the office during the regularly scheduled evening, weekend, or holiday office hours.
 - Diagnostic specialties (such as lab and X-Ray services).
 - The billing or referring physician is an Indian healthcare provider or is providing services at a FQHC or urgent care center.

Prior authorization

Visit the provider website to utilize the precertification lookup tool at <u>Indiana Providers</u> > Claims > Precertification Lookup Tool. Providers can quickly determine PA requirements for outpatient services. If a PA is required, we strongly recommend utilizing our Availity Authorization tool to request PA.

Note: All inpatient services require PA.

All authorization requests can be submitted via the <u>Availity</u> Authorization Tool. PA is not a guarantee of payment.

Claims

Initial Claim Submission

For participating providers, the claim filing limit is 90 calendar days from the date of service:

- Claim submission methods:
- Electronically via EDI Preferred
- Availity Essentials
- Care Central Specific for our HCBS partners
- By mail to:

Anthem Claims Department Mail Stop: IN999 P.O. Box 61010 Virginia Beach, VA 23466

Note: Non-participating providers have 180 calendar days from the date of service to submit claims.

Claim Turnaround

Processing time:

- 7 business days for clean HCBS claims.
- 21 calendar days for electronic clean claims.
- 30 calendar days for paper clean claims.

If the claim isn't showing in Availity contact the Provider Services via phone or chat to verify if the claim is in imaging. **Do not resubmit if the claim is on file in the processing or image system.**

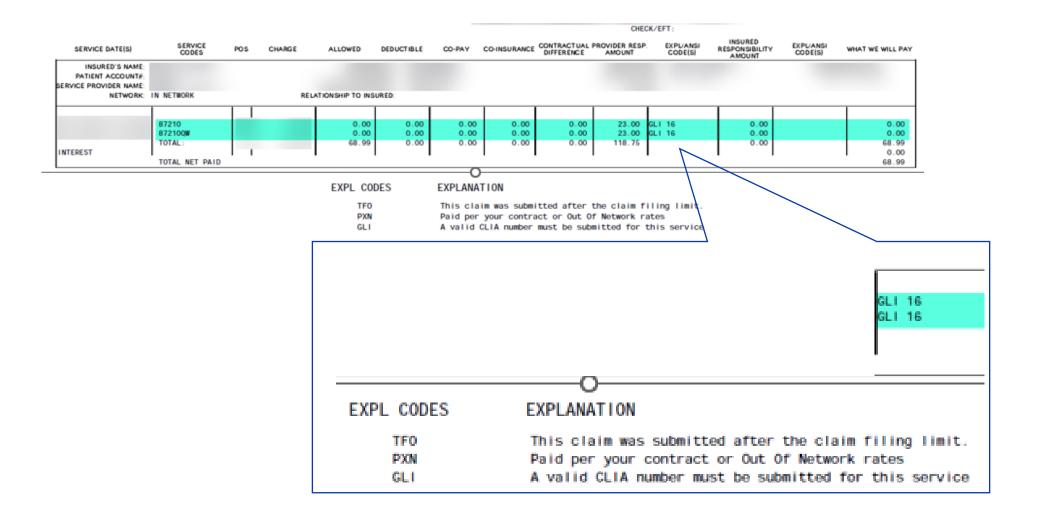
Coordination of Benefits (COB)

COB is when a member shows to have other insurance as primary:

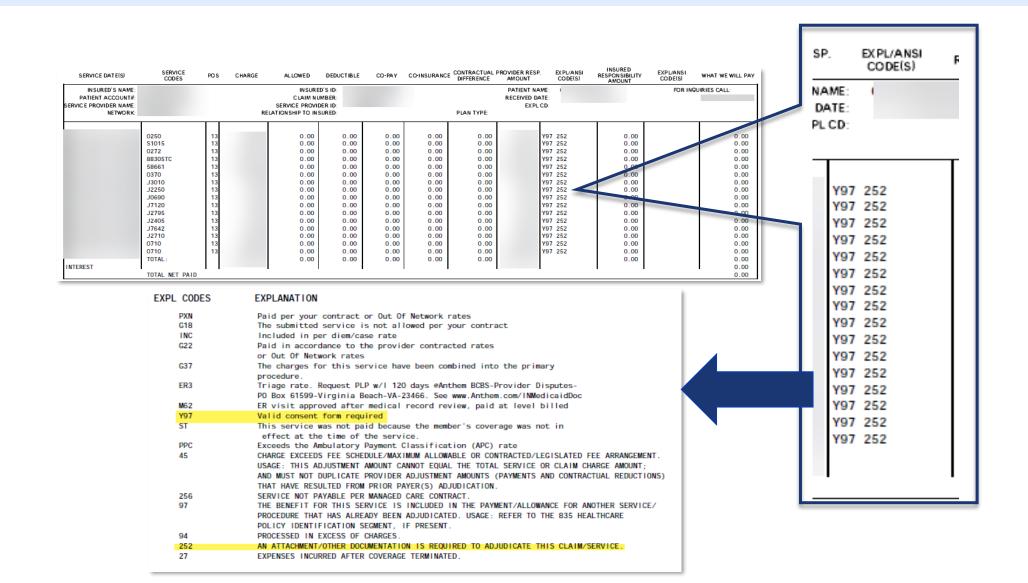
- Claims must be filed to Anthem within 90 calendar days of the date on the primary EOP.
- If the primary carrier pays more than the Medicaid allowable, no additional reimbursement is due:
 - **Example one**: Primary pays \$45 for a 99213 and you bill Medicaid as secondary. The Medicaid fee schedule allowed amount is \$31.96. No additional reimbursement is due.
 - Example two: Primary allows \$45 for a 99213 but applies it all towards a deductible and you bill Medicaid as secondary. Medicaid will pay the \$31.96 since primary applied the reimbursement to the deductible.

Note: Bill all secondary claims, even if we will not reimburse further; this will assist in the HEDIS data review.

Identifying Denials on the EOP



Identifying Denials on the EOP (cont.)



Top Five Denial Codes

Professional claims:

- Billing NPI not registered with the state Z33
- Submitted after plan filing limit TF0
- Deny prior auth not obtained Y40
- EOB required from the primary carrier QA0
- Rendering NPI not registered with the state Z34

Institutional claims:

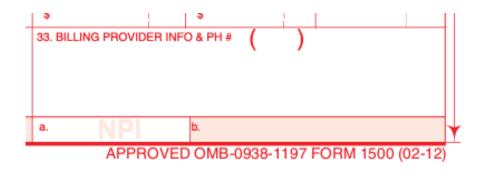
- Submitted after plan filing limit TF0
- EOB required from the primary carrier CBP
- Prior Authorization not obtained Y40
- Billing NPI not registered with the state Z33
- Definite duplicate claim CDD

Z33 refers to the provider NPI in field 33a of the CMS-1500/837P claim form.

Billing providers must be actively enrolled with the state to receive reimbursement from Anthem.

There must be a one-to-one match between the data submitted on the claim and the State Assigned Provider ID file received from the state:

- NPI, taxonomy, ZIP+4 = 1 State provider ID = Match
- NPI, taxonomy, ZIP+4 = 2+ State provider IDs = No match, Z33 denial



IHCP Quick Hit: Box 33

Claims Resolution Process

Follow-up guidelines

Use the Availity Essentials within 30 calendar days to check claim status online. You can also call the appropriate helpline between the hours of 8 a.m. and 8 p.m. eastern time:

Plan	Phone number
Healthy Indiana Plan	844-533-1995
Hoosier Care Connect	844-284-1798
Hoosier Healthwise	866-408-6132
Indiana PathWays for Aging	833-569-4739

It is the provider's responsibility to follow up timely and ensure claims are received and accepted.

Claims – Corrected Claim Guidelines

Corrected claims submission guidelines:

- Submit a corrected claim when the claim is denied or only paid in part due to an error on the original claim submission.
- When submitting corrected claims, follow these guidelines:
 - Submit the corrected claim no later than 60 calendar days from the date of our letter or RA.
 - Corrected claims can be submitted by paper, electronically through your clearinghouse, or through the Availity Essentials.

Claims – Corrected Claim Submission

Send corrected paper claims to:

Anthem Corrected Claims and Correspondence Department P.O. Box 61599 Virginia Beach, VA 23466

The <u>Claim Follow-Up Form</u> is available at <u>Indiana Providers</u> > Resources > Forms > Claims and Billing.

Claims – Dispute and Appeal Process

- The dispute process is used if a provider disagrees with the full or partial denial on the claim.
- There is a 60-calendar day filing limit from the date on the RA in which to dispute any claim.
- Disputes and appeals that are not filed within the defined time frames will be denied without a review for merit.

Claims – Dispute Process

The claims dispute process is as follows:

- 1. Claims reconsideration must be received within 60 calendar days from the date on the RA. Disputes can be done verbally through provider services, in writing, or online through the Availity Essentials. Submit a claims reconsideration if you disagree with full or partial claim rejection or denial, or the payment amount.
- 2. Claim payment appeal if you are not satisfied with the reconsideration, you may submit a claim payment appeal. We must receive this appeal within 60 calendar days from the date of the claim reconsideration. This can be done via the Availity Essentials or by mail.

Filing a Dispute in Availity

Claims Disputes in Availity

- 1. Login and select **Claim Status** on your Dashboard.
- 2. Select your **Organization** and **Payer**.
- 3. Fill out the required information as indicated by a red asterisk (*).
- 4. Select Dispute Claim.
- 5. The claim will go to your Worklist. You can add more claims and then select **Go to Request**.
- 6. Select the three lines and then select **Complete Dispute Request**.
- 7. Select **Request Reason**:
 - Explain your supporting rationale.
 - Select if the issue has impacted claims for other members.
 - Select how you want to be contacted.
 - Select if there are additional claims numbers for appeal.
 - Select Next.
- 8. If you said yes to adding additional claim numbers, you would those here.
- 9. Finally, you have the option to upload your supporting documentation:
 - Select Add File to upload your supporting documentation.
 - Select Submit Request to complete your dispute.

Important contact information

Provider Services:

- Hoosier Healthwise: 866-408-6132
- Healthy Indiana Plan: **844-533-1995**
- Hoosier Care Connect: 844-284-1798
- Indiana PathWays for Aging: 833-569-4739

Member Services and 24/7 NurseLine:

Hoosier Healthwise and Healthy Indiana Plan: 866-408-6131

Hoosier Care Connect: 844-284-1797

Indiana PathWays for Aging: 833-412-4405

All call center lines are available 8 a.m. to 8 p.m. ET, Monday through Friday.

Important contact information – PA Requests

- Healthy Indiana Plan: 844-533-1995
- Hoosier Care Connect: 844-284-1798
- Hoosier Healthwise: 866-408-6132
- Indiana PathWays for Aging: 844-284-1798
- Fax: 866-406-2803

Provider Relationship Account Management Physical Health Zone Map

Zone 1 Jamaal Wade Jamaal.WadeSr@anthem.com 317-409-7209

Zone 2 Angelique Jones Angelique.Jones@anthem.com 317-619-9241

Zone 3 Whit'ney McTush Whitney.McTush@anthem.com 317-519-1089

Zone 4 Matthew McGarry Matthew.McGarry@anthem.com 463-202-3579 Zone 5 David Tudor David.Tudor@anthem.com 317-447-7008

Zone 6 Matt Swingendorf Matthew.Swingendorf@anthem.com 317-306-0077

Zone 7 Sophia Brown Sophia.Brown@anthem.com 317-775-9528



Provider Relationship Account Management Physical Health

Indiana University Health

Michelle Fitch Michelle.Fitch@elevancehealth.com **317-646-4514**

Ascension, Parkview Health Open

Community Health Network, Franciscan Health, Deaconess Health Trent Mast Trenton.Mast@anthem.com 317-526-2304 Indiana Orthopedic Hospital (OrthoIndy), South Bend Clinic, Eskenazi, American Health Network, Beacon, Union Hospital, Lutheran Health Network, Community Munster, St. Joseph Regional Health (Trinity) Julie Fiedler Julie.Fiedler@anthem.com 260-600-9342

Schneck Medical Center, Goshen Hospital, Columbus Regional Health, Good Samaritan, Logansport Memorial Hospital, Major Medical Group, Unity Lafayette, Margaret Mary Health, Methodist Gary, Hancock Health, Hendricks Regional Health, Witham, Henry Community Health, Johnson Memorial Health, Riverview Health Jonathan Hedrick Jonathan.Hedrick@anthem.com 317-601-9474

Provider Relationship Account Management Behavioral Health Subject Matter Experts (SME)

Tish Jones Latisha.Willoughby@anthem.com	
317-617-9481	
CMHC/FQHC/RHC	
Matthew McGarry Matthew.McGarry@anthem.com 463-202-3579	
SUD/OTP	
Alisa Phillips Alisa.Phillips@anthem.com 317-517-1008	
SME — SUD/OTP	
Michele Weaver Michele.Weaver@anthem.com 317-601-3031	

Indiana PathWays for Aging network relations consultants

Home- and community-based services, home health/personal care attendant

Northern Indiana LaTasha Cobb Network Relations Specialist LaTasha.Cobb@anthem.com 317-503-0843

Central Indiana Clair Conlon Network Relations Specialist Clair.Conlon@anthem.com 765-744-8034 Marion County David Castaneda Network Relations Specialist David.Castaneda@anthem.com 317-726-6358

Shanise Taylor Network Relations Specialist Shanise.Taylor@anthem.com **463-290-1715**



Southern Indiana Rayshon Chambers Network Relations Specialist Rayshon.Chambers@anthem.com 317-671-4409

Indiana PathWays for Aging network relations consultants Nursing Facility/Assisted Living/Adult Day and Adult Family Care

Northern Indiana Brittany Thornton Network Relations Specialist Brittany.Thornton@anthem.com 517-260-0576 Central Indiana Bridgette Oliver Parran Network Relations Specialist Bridgette.OliverParran@anthem.com 765-516-4510

Southern Indiana Caitlyn Bourff Network Relations Specialist Caitlyn.Bourff@anthem.com 317-868-0758



Indiana PathWays for Aging network relations consultants Additional resources and contacts

Website:

providers.anthem.com/in > Patient Care
>Indiana PathWays for Aging

LTSS Provider Relations email: INMLTSSProviderRelations@anthem.com

LTSS Provider Contracting email: INMLTSSContracts@anthem.com

LTSS Provider Relations phone: 833-569-4739

Manager, LTSS Network Relations Wendy Dragoo Wendy.dragoo@anthem.com 463-269-3423

Claims Educator Cortnee Montgomery Cortnee.Mongomery@anthem.com 463-245-8143

Workforce Development Administrator Ben Evans Ben.Evans@anthem.com 317-671-2141 Value-Based Program Specialist Haley Osborne Haley.Osborne@anthem.com 317-671-2141

LTSS Provider Training Specialist Ryan Fennessy Network Education Representative Ryan.Fennessy@anthem.com 317-671-3230

HCBS Contracting Network Specialist April Walton Network Relations Consult Sr. April.Walton@anthem.com 219-742-5323

Questions?

Thank you for your participation in serving our members enrolled in Hoosier Healthwise, Healthy Indiana Plan, Hoosier Care Connect, and Indiana PathWays for Aging!





Providers who are contracted with Anthem Blue Cross and Blue Shield to serve Hoosier Healthwise, Healthy Indiana Plan, Hoosier Care Connect, and Indiana PathWays for Aging through an accountable care organization (ACO), participating medical group (PMG) or Independent Physician Association (IPA) are to follow guidelines and practices of the group. This includes but is not limited to authorization, covered benefits and services, and claims submittal. If you have questions, please contact your group administrator or your Anthem network representative.

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