
CHAPTER 30: PERSONAL CARE SERVICES

APPENDIX J: CLAIMS RELATED INFORMATION

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CLAIMS RELATED INFORMATION

Hard copy billing of Personal Care Services (PCS) are billed on the CMS-1500 (02/12) claim form or electronically in the 837P transaction. Instructions in this appendix are for completing the CMS-1500; however, the same information is required when billing claims electronically. Items to be completed are listed as **required**, **situational**, or **optional**.

Required information must be entered in order for the claim to process. Claims submitted with missing or invalid information in these fields will be returned unprocessed to the provider with a rejection letter listing the reason(s) the claims are being returned, or will be denied through the system. These claims cannot be processed until corrected and resubmitted by the provider.

Situational information may be required, but only in certain circumstances as detailed in the instructions that follow.

Paper claims should be submitted to:

Gainwell Technologies
P.O. Box 91020
Baton Rouge, LA 70821

Services may be billed using:

1. The rendering provider's individual provider number as the billing provider number for independently practicing providers; or
2. The group provider number as the billing provider number and the individual rendering provider number as the attending provider when the individual is working through a 'group/clinic' practice.

NOTE: Electronic claims submission is the preferred method for billing. (See the EDI Specifications located on the Louisiana Medicaid web site at www.lamedicaid.com, directory link "HIPAA Information Center, sub-link "5010v of the Electronic Transactions" – 837P Professional Guide).

This appendix includes the following:

1. Instructions for completing the CMS 1500 claim form and samples of completed CMS-1500 claim forms; and
2. Instructions for adjusting/voiding a claim and samples of adjusted CMS 1500 claim forms.

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CMS 1500 (02/12) Billing Instructions for Personal Care Services

| Locator # | Description | Instructions | Alerts |
|-----------|---|---|--------|
| 1 | Medicare / Medicaid / Tricare Champus / Champva / Group Health Plan / Feca Blk Lung | Required -- Enter an "X" in the box marked Medicaid (Medicaid #). | |
| 1a | Insured's I.D. Number | Required – Enter the beneficiary's 13-digit Medicaid I.D. number exactly as it appears when checking beneficiary eligibility through MEVS, eMEVS, or REVS. NOTE: The beneficiary's 13-digit Medicaid ID number <u>must</u> be used to bill claims. The CCN number from the plastic ID card is NOT acceptable. The ID number must match the beneficiary's name in Block 2. | |
| 2 | Patient's Name | Required – Enter the beneficiary's last name, first name, middle initial. | |
| 3 | Patient's Birth Date Sex | Required – Enter the beneficiary's date of birth using six digits (MM DD YY). If there is only one digit in this field, precede that digit with a zero (for example, 01 02 07). Enter an "X" in the appropriate box to show the sex of the beneficiary. | |
| 4 | Insured's Name | Situational – Complete correctly if the beneficiary has other insurance; otherwise, leave blank. | |
| 5 | Patient's Address | Optional – Print the beneficiary's permanent address. | |

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| 6 | Patient Relationship to Insured | Situational – Complete if appropriate or leave blank. | |
| 7 | Insured's Address | Situational – Complete if appropriate or leave blank. | |
| 8 | RESERVED FOR NUCC USE | Leave Blank. | |
| 9 | Other Insured's Name | Situational – Complete if appropriate or leave blank. | |
| 9a | Other Insured's Policy or Group Number | Leave Blank. | |
| 9b | RESERVED FOR NUCC USE | Leave Blank. | |
| 9c | RESERVED FOR NUCC USE | Leave Blank. | |
| 9d | Insurance Plan Name or Program Name | Situational – Complete if appropriate or leave blank. | |
| 10 | Is Patient's Condition Related To: | Situational – Complete if appropriate or leave blank. | |
| 11 | Insured's Policy Group or FECA Number | Situational – Complete if appropriate or leave blank. | |
| 11a | Insured's Date of Birth Sex | Situational – Complete if appropriate or leave blank. | |
| 11b | OTHER CLAIM ID (Designated by NUCC) | Leave Blank. | |
| 11c | Insurance Plan Name or Program Name | Situational – Complete if appropriate or leave blank. | |
| 11d | Is There Another Health Benefit Plan? | Situational – Complete if appropriate or leave blank. | |

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| Locator # | Description | Instructions | Alerts |
|-----------|---|--|---|
| 12 | Patient's or Authorized Person's Signature (Release of Records) | Situational – Complete if appropriate or leave blank. | |
| 13 | Patient's or Authorized Person's Signature (Payment) | Situational – Obtain signature if appropriate or leave blank. | |
| 14 | Date of Current Illness / Injury / Pregnancy | Optional. | |
| 15 | OTHER DATE | Leave Blank. | |
| 16 | Dates Patient Unable to Work in Current Occupation | Leave Blank. | |
| 17 | Name of Referring Provider or Other Source | <p>Situational – Complete if applicable. Enter the applicable qualifier to the left of the vertical, dotted line to Identify which provider is being reported.</p> <p>o DK Ordering Provider</p> <p>In the following circumstances, entering the name (First Name, Middle Initial, Last Name) followed by the credentials of the ordering physician or non-physician practitioner and appropriate qualifier is required:</p> <ul style="list-style-type: none"> • EPSDT - PCS Services always require an ordering provider | <p>For LA Medicaid other source is defined as the ordering provider.</p> <p>Any provider entered as an ordering provider must be enrolled with LA Medicaid.</p> <p>Note: LTPCS does not require an ordering provider but if no one is listed on the claim, it must be valid.</p> |
| 17a | Other ID # | Situational Complete if applicable. Enter the 7-digit Medicaid ID number of the ordering provider. | Enter the 7- digit Medicaid ID Number here. |

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| Locator # | Description | Instructions | Alerts |
|-----------|---|--|--|
| 17b | NPI# | Situational – Complete if applicable. Enter the NPI number of the ordering provider. | The 10-digit NPI Number is <u>required</u>. |
| 18 | Hospitalization Dates Related to Current Services | Optional. | |
| 19 | Additional Claim Information (Designated by NUCC) | Leave Blank. | |
| 20 | Outside Lab? \$Charges | Leave Blank. | |
| 21 | ICD Indicator Diagnosis or Nature of Illness or Injury | <p>Required -- Enter the applicable ICD indicator to identify which version of ICD coding is being reported between the vertical, dotted lines in the upper right-hand portion of the field. 0 ICD-10-CM</p> <p>Required -- Enter the most current ICD diagnosis code.</p> <p>NOTE: ICD-10 external cause of injury diagnosis codes V, W, X and Y will be accepted as <u>non-primary</u> diagnosis codes</p> | The most specific diagnosis codes must be used. General codes are not acceptable. |

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| Locator # | Description | Instructions | Alerts |
|-----------|--|---|---|
| 22 | Resubmission Code and/or Original Reference Number | <p>Situational – If filing an adjustment or void, enter an “A” for an adjustment or a “V” for a void as appropriate AND one of the appropriate reason codes for the adjustment or void in the “Code” portion of this field.</p> <p>Enter the internal control number from the paid claim line as it appears on the remittance advice in the “Original Ref. No.” portion of this field.</p> <p>Appropriate reason codes follow:</p> <p><u>Adjustments</u> 01 = Third Party Liability Recovery 02 = Provider Correction 03 = Fiscal Agent Error 90 = State Office Use Only – Recovery 99 = Other</p> <p><u>Voids</u> 10 = Claim Paid for Wrong Beneficiary 11 = Claim Paid for Wrong Provider 00 = Other</p> | To adjust or void more than one claim line on a claim, a separate form is required for each claim line since each line has a different internal control number. |
| 23 | Prior Authorization (PA) Number | Required – Enter the 9-digit prior authorization number for the authorized services. | |
| 24 | Supplemental Information | Situational. | |
| 24A | Date(s) of Service | <p>Required -- Enter the date of service for each procedure.</p> <p>Either six-digit (MM DD YY) or eight-digit (MM DD YYYY) format is acceptable.</p> | |
| 24B | Place of Service | Required -- Enter the appropriate place of service code for the services rendered. | |

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| Locator # | Description | Instructions | Alerts |
|-----------|-----------------------------------|--|--------|
| 24C | EMG | Leave Blank. | |
| 24D | Procedures, Services, or Supplies | <p>Required -- Enter the procedure code(s) for services rendered in the un-shaded area(s).</p> <p>Enter appropriate modifier with procedure code:</p> <p>UB = LT-PCS EP = EPSDT-PCS</p> | |
| 24E | Diagnosis Pointer | <p>Required – Indicate the most appropriate diagnosis for each procedure by entering the appropriate reference number letter (“A”, “B”, etc.) in this block.</p> <p>More than one diagnosis/reference number may be related to a single procedure code.</p> | |
| 24F | \$Charges | Required -- Enter usual and customary charges for the service rendered. | |
| 24G | Days or Units | Required -- Enter the number of units billed for the procedure code entered on the same line in 24D. | |
| 24H | EPSDT Family Plan | Situational – Leave blank or enter a “Y” if services were performed as a result of an EPSDT referral. | |
| 24I | I.D. Qual. | Optional. If possible, leave blank for Louisiana Medicaid billing. | |
| 24J | Rendering Provider I.D. # | Leave Blank. | |
| 25 | Federal Tax I.D. Number | Optional. | |

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| Locator # | Description | Instructions | Alerts |
|-----------|--|---|---|
| 26 | Patient's Account No. | Situational – Enter the provider specific identifier assigned to the beneficiary. This number will appear on the Remittance Advice (RA). It may consist of letters and/or numbers and may be a maximum of 20 characters. | |
| 27 | Accept Assignment? | Optional. Claim filing acknowledges acceptance of Medicaid assignment. | |
| 28 | Total Charge | Required – Enter the total of all charges listed on the claim. | |
| 29 | Amount Paid | Leave Blank. | |
| 30 | Reserved for NUCC use | Leave Blank. | |
| 31 | Signature of Practitioner or Supplier Including Degrees or Credentials Date | Optional – For the PCS CMS 1500, the practitioner or the practitioner's authorized representative's original signature is no longer required. Required -- Enter the date of the signature. | |
| 32 | Service Facility Location Information | Situational – Complete as appropriate or leave blank. | |
| 32a | NPI | Optional. | |
| 32b | Unlabeled | Situational – Complete if appropriate or leave blank. | |
| 33 | Billing Provider Info & Phone # | Required -- Enter the provider name, address including zip code and telephone number. | |
| 33a | NPI | Required – Enter the billing provider's 10-digit NPI number. | The 10-digit NPI Number must appear on paper claims. |

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| Locator # | Description | Instructions | Alerts |
|-----------|-------------|--|---|
| 33b | Other ID # | Required – Enter the billing provider’s 7-digit Medicaid ID number. ID Qualifier - Optional. If possible, leave blank for Louisiana Medicaid billing. | The 7-digit Medicaid Provider Number <u>must</u> appear on paper claims. |

Sample PCS Claim Form – See below.

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| HEALTH INSURANCE CLAIM FORM | | | | | | | | | | | | | | | | Mail completed forms to: | | | | | | | | | | | | | | | |
|--|--|--|--|--|--|--|--|--|--|--|--|--|--|--|--|---|--|--|--|--|--|--|--|--|--|--|--|--|--|--|--|
| APPROVED BY NATIONAL UNIFORM CLAIM COMMITTEE (NUCC) 02/12 | | | | | | | | | | | | | | | | Gainwell Technologies P.O. Box 91020 Baton Rouge, LA 70821 | | | | | | | | | | | | | | | |
| PICA | | | | | | | | | | | | | | | | PICA | | | | | | | | | | | | | | | |
| 1. MEDICARE (Medicare#) <input checked="" type="checkbox"/> (Medicaid#) <input type="checkbox"/> TRICARE (TRICARE#) <input type="checkbox"/> CHAMPVA (Member ID#) <input type="checkbox"/> GROUP HEALTH PLAN (ID#) <input type="checkbox"/> FECA EXCLUDING (ID#) <input type="checkbox"/> OTHER (ID#) <input type="checkbox"/> | | | | | | | | | | | | | | | | 1a. INSURED'S I.D. NUMBER (For Program in item 1) 1234567890123 | | | | | | | | | | | | | | | |
| 2. PATIENT'S NAME (Last Name, First Name, Middle Initial) LOU, JANNIE | | | | | | | | | | | | | | | | 3. PATIENT'S BIRTH DATE (MM/DD/YYYY) SEX M <input type="checkbox"/> F <input checked="" type="checkbox"/> 06/11/05 | | | | | | | | | | | | | | | |
| 5. PATIENT'S ADDRESS (No., Street) 1234 ANYLANE | | | | | | | | | | | | | | | | 6. PATIENT RELATIONSHIP TO INSURED Self <input checked="" type="checkbox"/> Spouse <input type="checkbox"/> Child <input type="checkbox"/> Other <input type="checkbox"/> | | | | | | | | | | | | | | | |
| CITY MYTOWN | | | | | | | | | | | | | | | | STATE LA | | | | | | | | | | | | | | | |
| ZIP CODE 70000 | | | | | | | | | | | | | | | | TELEPHONE (Include Area Code) (225) 999-7777 | | | | | | | | | | | | | | | |
| 9. OTHER INSURED'S NAME (Last Name, First Name, Middle Initial) | | | | | | | | | | | | | | | | 10. IS PATIENT'S CONDITION RELATED TO: | | | | | | | | | | | | | | | |
| a. OTHER INSURED'S POLICY OR GROUP NUMBER | | | | | | | | | | | | | | | | a. EMPLOYMENT? (Current or Previous) | | | | | | | | | | | | | | | |
| b. RESERVED FOR NUCC USE | | | | | | | | | | | | | | | | b. RESERVED FOR NUCC USE | | | | | | | | | | | | | | | |
| c. RESERVED FOR NUCC USE | | | | | | | | | | | | | | | | c. OTHER ACCIDENT? | | | | | | | | | | | | | | | |
| d. INSURANCE PLAN NAME OR PROGRAM NAME | | | | | | | | | | | | | | | | 10d. CLAIM CODES (Designated by NUCC) | | | | | | | | | | | | | | | |
| READ BACK OF FORM BEFORE COMPLETING & SIGNING THIS FORM. | | | | | | | | | | | | | | | | 11. INSURED'S DATE OF BIRTH (MM/DD/YYYY) SEX M <input type="checkbox"/> F <input type="checkbox"/> 06/11/05 | | | | | | | | | | | | | | | |
| 12. PATIENT'S OR AUTHORIZED PERSON'S SIGNATURE: I authorize the release of any medical or other information necessary to process this claim. I also request payment of government benefits either to myself or to the party who accepts assignment below. SIGNED _____ DATE _____ | | | | | | | | | | | | | | | | 13. INSURED'S OR AUTHORIZED PERSON'S SIGNATURE: I authorize payment of medical benefits to the undersigned physician or supplier for services described below. SIGNED _____ DATE _____ If yes, complete items 9, 9a, and 9d. | | | | | | | | | | | | | | | |
| 14. DATE OF CURRENT ILLNESS, INJURY, OR PREGNANCY (LMP) (MM/DD/YY) QUAL _____ | | | | | | | | | | | | | | | | 15. OTHER DATE (MM/DD/YY) QUAL _____ | | | | | | | | | | | | | | | |
| 17. NAME OF REFERRING PROVIDER OR OTHER SOURCE DK JOHN DOE, MD | | | | | | | | | | | | | | | | 17a. 1234567 17b. NPI 1234567890 | | | | | | | | | | | | | | | |
| 19. ADDITIONAL CLAIM INFORMATION (Designated by NUCC) | | | | | | | | | | | | | | | | 20. HOSPITALIZATION DATES RELATED TO CURRENT SERVICES FROM MM/DD/YY TO MM/DD/YY | | | | | | | | | | | | | | | |
| 21. DIAGNOSIS OR NATURE OF ILLNESS OR INJURY: Relate A-L to service line below (#4E) ICD Ind. 0 G808 | | | | | | | | | | | | | | | | 22. RESUBMISSION CODE ORIGINAL REF. NO. | | | | | | | | | | | | | | | |
| A _____ E _____ G _____ I _____ K _____ B _____ F _____ H _____ J _____ L _____ | | | | | | | | | | | | | | | | 23. PRIOR AUTHORIZATION NUMBER 123456789 | | | | | | | | | | | | | | | |
| 24. A. DATE(S) OF SERVICE From MM/DD/YY To MM/DD/YY B. PLACE OF SERVICE C. PROCEDURE(S), SERVICE(S), OR SUPPLIES (Explain Unusual Circumstances) OPT/NPCS MODIFIER E. DIAGNOSIS POINTER F. \$ CHARGES G. Days of Units H. EPST Policy Rate I. ID Qual J. RENDERING PROVIDER ID.# | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| 03 01 19 03 01 19 12 T1019 EP A 48.00 16 NPI | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| 03 02 19 03 02 19 12 T1019 EP A 45.00 15 NPI | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| 03 05 19 03 05 19 12 T1019 EP A 48.00 16 NPI | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| 03 06 19 03 06 19 12 T1019 EP A 24.00 8 NPI | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| 25. FEDERAL TAX I.D. NUMBER SSN EIN | | | | | | | | | | | | | | | | 26. PATIENT'S ACCOUNT NO. 1234 | | | | | | | | | | | | | | | |
| 27. ACCEPT ASSIGNMENT? YES <input checked="" type="checkbox"/> NO <input type="checkbox"/> | | | | | | | | | | | | | | | | 28. TOTAL CHARGE \$ 165.00 | | | | | | | | | | | | | | | |
| 29. AMOUNT PAID \$ | | | | | | | | | | | | | | | | 30. Rev'd for NUCC Use | | | | | | | | | | | | | | | |
| 31. SIGNATURE OF PHYSICIAN OR SUPPLIER INCLUDING DEGREE(S) OR CREDENTIALS (I certify that the statements on the reverse apply to this bill and are made as part thereof.) IMMA BILLER DATE 03/08/19 | | | | | | | | | | | | | | | | 32. SERVICE FACILITY LOCATION INFORMATION a. NPI b. | | | | | | | | | | | | | | | |
| 33. BILLING PROVIDER INFO & PH# (800) 233-3333 PCS AGENCY 700 MAIN ST ANY TOWN, LA 70000 | | | | | | | | | | | | | | | | c. 1326547895 d. 1987654 | | | | | | | | | | | | | | | |

WITH AN ORDERING PROVIDER

PLEASE PRINT OR TYPE

APPROVED CMB-0933-1197 FORM 1500 (02-12)

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Adjustments and Voids

An adjustment or void may be submitted electronically or by using the CMS-1500 (02/12) form.

Only a paid claim can be adjusted or voided. Denied claims must be corrected and resubmitted – not adjusted or voided.

Only one claim line can be adjusted or voided on each adjustment/void form.

For those claims where multiple services are billed and paid by service line, a separate adjustment/void form is required for each claim line if more than one claim line on a multiple line claim form must be adjusted or voided.

The provider should complete the information on the **adjustment** exactly as it appeared on the original claim, **changing only the item(s) that was in error and noting the reason for the change in the space provided on the claim.**

If a paid claim is being voided, the provider must enter all the information on the **void** from the original claim exactly as it appeared on the original claim. After a voided claim has appeared on the Remittance Advice, a corrected claim may be resubmitted (if applicable).

Only the paid claim's most recently approved internal control number (ICN) can be adjusted or voided, thus:

1. If the claim has been successfully adjusted previously, the most current ICN (the ICN of the adjustment) must be used to further adjust the claim or to void the claim; and
2. If the claim has been successfully voided previously, the claim must be resubmitted as an original claim. The ICN of the voided claim is no longer active in claims history.

If a paid claim must be adjusted, almost all data can be corrected through an adjustment with the exception of the Provider Identification Number and the Beneficiary/Patient Identification Number. **Claims paid to an incorrect provider number or for the wrong Medicaid beneficiary cannot be adjusted. They must be voided and corrected claims submitted.**

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Adjustments/Voids Appearing on the Remittance Advice

When an Adjustment/Void Form has been processed, it will appear on the Remittance Advice under *Adjustment or Voided Claim*. The adjustment or void will appear first. The original claim line will appear in the section directly beneath the Adjustment/Void section.

The approved adjustment will replace the approved original and will be listed under the "Adjustment" section on the RA. The original payment will be taken back on the same RA and appear in the "Previously Paid" column.

When the void claim is approved, it will be listed under the "Void" column of the RA.

An Adjustment/Void will generate Credit and Debit Entries which appear in the Remittance Summary on the last page of the Remittance Advice.

Sample PCS Claim Form Adjustment Form – See below.

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HEALTH INSURANCE CLAIM FORM

APPROVED BY NATIONAL UNIFORM CLAIM COMMITTEE (NUCC) 02/12

PICA

Mail completed forms to:

Gainwell Technologies
P.O. Box 91020
Baton Rouge, LA 70821

PICA

| | | | |
|--|--|--|--|
| 1. MEDICAID (Medicaid) <input checked="" type="checkbox"/> (Medicaid) <input type="checkbox"/> TRI-CARE (Tri-Care) <input type="checkbox"/> CHAMPVA (Champion) <input type="checkbox"/> GROUP HEALTH PLAN (Group Health Plan) <input type="checkbox"/> FICA EXEMPT (FICA Exempt) <input type="checkbox"/> OTHER (Other) <input type="checkbox"/> | | 1a. INSURED'S I.D. NUMBER (For Program in Item 1) 1234567890123 | |
| 2. PATIENT'S NAME (Last Name, First Name, Middle Initial) LOU, JANNIE | | 3. PATIENT'S BIRTH DATE MM DD YY 06 11 05 | |
| 5. PATIENT'S ADDRESS (No., Street) 1234 ANYLANE | | 6. PATIENT RELATIONSHIP TO INSURED Self <input checked="" type="checkbox"/> Spouse <input type="checkbox"/> Child <input type="checkbox"/> Other <input type="checkbox"/> | |
| 7. INSURED'S ADDRESS (No., Street) CITY: MYTOWN STATE: LA | | 8. RESERVED FOR NUCC USE | |
| 9. OTHER INSURED'S NAME (Last Name, First Name, Middle Initial) a. EMPLOYMENT? (Current or Previous) YES <input type="checkbox"/> NO <input type="checkbox"/> | | 10. IS PATIENT'S CONDITION RELATED TO: a. EMPLOYMENT? (Current or Previous) YES <input type="checkbox"/> NO <input type="checkbox"/> | |
| 11. INSURED'S POLICY GROUP OR FICA NUMBER | | 12. INSURED'S DATE OF BIRTH MM DD YY SEX: F <input checked="" type="checkbox"/> M <input type="checkbox"/> | |
| 13. INSURED'S POLICY OR GROUP NUMBER | | 14. INSURED'S POLICY OR GROUP NUMBER | |
| 15. INSURED'S POLICY OR GROUP NUMBER | | 16. INSURED'S POLICY OR GROUP NUMBER | |
| 17. INSURED'S POLICY OR GROUP NUMBER | | 18. INSURED'S POLICY OR GROUP NUMBER | |
| 19. INSURED'S POLICY OR GROUP NUMBER | | 20. INSURED'S POLICY OR GROUP NUMBER | |
| 21. INSURED'S POLICY OR GROUP NUMBER | | 22. INSURED'S POLICY OR GROUP NUMBER | |
| 23. INSURED'S POLICY OR GROUP NUMBER | | 24. INSURED'S POLICY OR GROUP NUMBER | |
| 25. INSURED'S POLICY OR GROUP NUMBER | | 26. INSURED'S POLICY OR GROUP NUMBER | |
| 27. INSURED'S POLICY OR GROUP NUMBER | | 28. INSURED'S POLICY OR GROUP NUMBER | |
| 29. INSURED'S POLICY OR GROUP NUMBER | | 30. INSURED'S POLICY OR GROUP NUMBER | |
| 31. INSURED'S POLICY OR GROUP NUMBER | | 32. INSURED'S POLICY OR GROUP NUMBER | |
| 33. INSURED'S POLICY OR GROUP NUMBER | | 34. INSURED'S POLICY OR GROUP NUMBER | |
| 35. INSURED'S POLICY OR GROUP NUMBER | | 36. INSURED'S POLICY OR GROUP NUMBER | |
| 37. INSURED'S POLICY OR GROUP NUMBER | | 38. INSURED'S POLICY OR GROUP NUMBER | |
| 39. INSURED'S POLICY OR GROUP NUMBER | | 40. INSURED'S POLICY OR GROUP NUMBER | |
| 41. INSURED'S POLICY OR GROUP NUMBER | | 42. INSURED'S POLICY OR GROUP NUMBER | |
| 43. INSURED'S POLICY OR GROUP NUMBER | | 44. INSURED'S POLICY OR GROUP NUMBER | |
| 45. INSURED'S POLICY OR GROUP NUMBER | | 46. INSURED'S POLICY OR GROUP NUMBER | |
| 47. INSURED'S POLICY OR GROUP NUMBER | | 48. INSURED'S POLICY OR GROUP NUMBER | |
| 49. INSURED'S POLICY OR GROUP NUMBER | | 50. INSURED'S POLICY OR GROUP NUMBER | |
| 51. INSURED'S POLICY OR GROUP NUMBER | | 52. INSURED'S POLICY OR GROUP NUMBER | |
| 53. INSURED'S POLICY OR GROUP NUMBER | | 54. INSURED'S POLICY OR GROUP NUMBER | |
| 55. INSURED'S POLICY OR GROUP NUMBER | | 56. INSURED'S POLICY OR GROUP NUMBER | |
| 57. INSURED'S POLICY OR GROUP NUMBER | | 58. INSURED'S POLICY OR GROUP NUMBER | |
| 59. INSURED'S POLICY OR GROUP NUMBER | | 60. INSURED'S POLICY OR GROUP NUMBER | |
| 61. INSURED'S POLICY OR GROUP NUMBER | | 62. INSURED'S POLICY OR GROUP NUMBER | |
| 63. INSURED'S POLICY OR GROUP NUMBER | | 64. INSURED'S POLICY OR GROUP NUMBER | |
| 65. INSURED'S POLICY OR GROUP NUMBER | | 66. INSURED'S POLICY OR GROUP NUMBER | |
| 67. INSURED'S POLICY OR GROUP NUMBER | | 68. INSURED'S POLICY OR GROUP NUMBER | |
| 69. INSURED'S POLICY OR GROUP NUMBER | | 70. INSURED'S POLICY OR GROUP NUMBER | |
| 71. INSURED'S POLICY OR GROUP NUMBER | | 72. INSURED'S POLICY OR GROUP NUMBER | |
| 73. INSURED'S POLICY OR GROUP NUMBER | | 74. INSURED'S POLICY OR GROUP NUMBER | |
| 75. INSURED'S POLICY OR GROUP NUMBER | | 76. INSURED'S POLICY OR GROUP NUMBER | |
| 77. INSURED'S POLICY OR GROUP NUMBER | | 78. INSURED'S POLICY OR GROUP NUMBER | |
| 79. INSURED'S POLICY OR GROUP NUMBER | | 80. INSURED'S POLICY OR GROUP NUMBER | |
| 81. INSURED'S POLICY OR GROUP NUMBER | | 82. INSURED'S POLICY OR GROUP NUMBER | |
| 83. INSURED'S POLICY OR GROUP NUMBER | | 84. INSURED'S POLICY OR GROUP NUMBER | |
| 85. INSURED'S POLICY OR GROUP NUMBER | | 86. INSURED'S POLICY OR GROUP NUMBER | |
| 87. INSURED'S POLICY OR GROUP NUMBER | | 88. INSURED'S POLICY OR GROUP NUMBER | |
| 89. INSURED'S POLICY OR GROUP NUMBER | | 90. INSURED'S POLICY OR GROUP NUMBER | |
| 91. INSURED'S POLICY OR GROUP NUMBER | | 92. INSURED'S POLICY OR GROUP NUMBER | |
| 93. INSURED'S POLICY OR GROUP NUMBER | | 94. INSURED'S POLICY OR GROUP NUMBER | |
| 95. INSURED'S POLICY OR GROUP NUMBER | | 96. INSURED'S POLICY OR GROUP NUMBER | |
| 97. INSURED'S POLICY OR GROUP NUMBER | | 98. INSURED'S POLICY OR GROUP NUMBER | |
| 99. INSURED'S POLICY OR GROUP NUMBER | | 100. INSURED'S POLICY OR GROUP NUMBER | |

CHAPTER 30: PERSONAL CARE SERVICES

APPENDIX J: CLAIMS RELATED INFORMATION

PAGE(S) 14



HEALTH INSURANCE CLAIM FORM

APPROVED BY NATIONAL UNIFORM CLAIM COMMITTEE (NUCC) 02/12

| PICA | | | | | | | | | | PICA | | | | | | | | | |
|---|--|--|--|--|--|--|--|--|--|--|--|--|--|--|--|--|--|--|--|
| 1. MEDICARE <input type="checkbox"/> MEDICAID <input type="checkbox"/> TRICARE <input type="checkbox"/> CHAMPVA <input type="checkbox"/> GROUP HEALTH PLAN <input type="checkbox"/> FECA <input type="checkbox"/> SEX <input type="checkbox"/> LUNG <input type="checkbox"/> OTHER <input type="checkbox"/> | | | | | | | | | | 1a. INSURED'S I.D. NUMBER (For Programs in Item 1) | | | | | | | | | |
| 2. PATIENT'S NAME (Last Name, First Name, Middle Initial) | | | | | | | | | | 3. PATIENT'S BIRTH DATE MM DD YY SEX M <input type="checkbox"/> F <input type="checkbox"/> | | | | | | | | | |
| 5. PATIENT'S ADDRESS (No., Street) | | | | | | | | | | 6. PATIENT RELATIONSHIP TO INSURED Self <input type="checkbox"/> Spouse <input type="checkbox"/> Child <input type="checkbox"/> Other <input type="checkbox"/> | | | | | | | | | |
| CITY STATE | | | | | | | | | | 7. INSURED'S ADDRESS (No., Street) | | | | | | | | | |
| ZIP CODE TELEPHONE (Include Area Code) | | | | | | | | | | CITY STATE | | | | | | | | | |
| 8. RESERVED FOR NUCC USE | | | | | | | | | | 8. RESERVED FOR NUCC USE | | | | | | | | | |
| 9. OTHER INSURED'S NAME (Last Name, First Name, Middle Initial) | | | | | | | | | | 10. IS PATIENT'S CONDITION RELATED TO: | | | | | | | | | |
| a. OTHER INSURED'S POLICY OR GROUP NUMBER | | | | | | | | | | a. EMPLOYMENT? (Current or Previous) YES <input type="checkbox"/> NO <input type="checkbox"/> | | | | | | | | | |
| b. RESERVED FOR NUCC USE | | | | | | | | | | b. AUTO ACCIDENT? YES <input type="checkbox"/> NO <input type="checkbox"/> PLACE (State) | | | | | | | | | |
| c. RESERVED FOR NUCC USE | | | | | | | | | | c. OTHER ACCIDENT? YES <input type="checkbox"/> NO <input type="checkbox"/> | | | | | | | | | |
| d. INSURANCE PLAN NAME OR PROGRAM NAME | | | | | | | | | | 10d. CLAIM CODES (Designated by NUCC) | | | | | | | | | |
| 12. PATIENT'S OR AUTHORIZED PERSON'S SIGNATURE I authorize the release of any medical or other information necessary to process this claim. I also request payment of government benefits either to myself or to the party who accepts assignment below. | | | | | | | | | | 13. INSURED'S OR AUTHORIZED PERSON'S SIGNATURE I authorize payment of medical benefits to the undersigned physician or supplier for services described below. | | | | | | | | | |
| SIGNED DATE | | | | | | | | | | SIGNED | | | | | | | | | |
| 14. DATE OF CURRENT ILLNESS, INJURY, or PREGNANCY (LMP) MM DD YY QUAL | | | | | | | | | | 15. OTHER DATE MM DD YY QUAL | | | | | | | | | |
| 17. NAME OF REFERRING PROVIDER OR OTHER SOURCE | | | | | | | | | | 17a. NPI | | | | | | | | | |
| 19. ADDITIONAL CLAIM INFORMATION (Designated by NUCC) | | | | | | | | | | 18. DATES PATIENT UNABLE TO WORK IN CURRENT OCCUPATION FROM MM DD YY TO MM DD YY | | | | | | | | | |
| 21. DIAGNOSIS OR NATURE OF ILLNESS OR INJURY Relate A-L to service line below (24E) ICD Ind. | | | | | | | | | | 18. HOSPITALIZATION DATES RELATED TO CURRENT SERVICES FROM MM DD YY TO MM DD YY | | | | | | | | | |
| A. B. C. D. E. F. G. H. I. J. K. L. | | | | | | | | | | 20. OUTSIDE LAB? YES <input type="checkbox"/> NO <input type="checkbox"/> \$ CHARGES | | | | | | | | | |
| 24. A. DATE(S) OF SERVICE From MM DD YY To MM DD YY B. PLACE OF SERVICE C. EMG D. PROCEDURES, SERVICES, OR SUPPLIES (Explain Unusual Circumstances) CPT/HCPCS MODIFIER E. DIAGNOSIS POINTER | | | | | | | | | | 22. RESUBMISSION CODE ORIGINAL REF. NO. | | | | | | | | | |
| 1 | | | | | | | | | | 23. PRIOR AUTHORIZATION NUMBER | | | | | | | | | |
| 2 | | | | | | | | | | F. \$ CHARGES G. DAYS OR UNITS H. EST. RPT. Plan I. ID. QUAL J. RENDERING PROVIDER ID. # | | | | | | | | | |
| 3 | | | | | | | | | | NPI | | | | | | | | | |
| 4 | | | | | | | | | | NPI | | | | | | | | | |
| 5 | | | | | | | | | | NPI | | | | | | | | | |
| 6 | | | | | | | | | | NPI | | | | | | | | | |
| 25. FEDERAL TAX I.D. NUMBER SSN EIN | | | | | | | | | | 26. PATIENT'S ACCOUNT NO. | | | | | | | | | |
| 31. SIGNATURE OF PHYSICIAN OR SUPPLIER INCLUDING DEGREES OR CREDENTIALS (I certify that the statements on the reverse apply to this bill and are made a part thereof.) | | | | | | | | | | 27. ACCEPT ASSIGNMENT? YES <input type="checkbox"/> NO <input type="checkbox"/> | | | | | | | | | |
| 32. SERVICE FACILITY LOCATION INFORMATION | | | | | | | | | | 28. TOTAL CHARGE \$ 29. AMOUNT PAID \$ 30. Paid for NUCC Use | | | | | | | | | |
| SIGNED DATE | | | | | | | | | | 33. BILLING PROVIDER INFO & PH # () | | | | | | | | | |

NUCC Instruction Manual available at: www.nucc.org

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