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PROVIDER REQUIREMENTS

In order to bill Louisiana Medicaid for portable x-ray services, providers must:

- Comply with all Medicare guidelines for portable x-ray providers;
- Maintain certification to practice radiology in the state of Louisiana;
- Enroll with Louisiana Medicaid as a portable x-ray provider; and
- Exist independently of any hospital, clinic, or physician's office.

Portable x-ray services must be provided under the general supervision of a licensed physician who is qualified by advanced training and experienced in the use of diagnostic x-rays. The supervising physician is responsible for the ongoing oversight of the quality of the testing performed, the proper operation and calibration of the equipment used to perform the tests, and the qualifications of non-physician personnel that use the equipment. Any non-physician personnel utilized by the portable x-ray provider to perform tests must demonstrate the basic qualifications and possess appropriate training and proficiency as evidence by licensure or certification.

Providers must maintain complete, individual, accurate and legible records. Records must include documentation of services provided to beneficiaries and billed to Medicaid. Records must include a written order which includes the original signature of the beneficiary's treating provider, date test was ordered, beneficiary's diagnosis, and the specific test requested. These records must be made available upon request to the Bureau of Health Services Financing (BHSF) or its designee and federal and state auditors and investigators.

Provider Responsibilities

All providers, including their staff, contracted staff and volunteers must comply with the Health Insurance Portability and Accountability Act (HIPAA) privacy requirements.

The portable x-ray provider is responsible for determining that a beneficiary is Medicaid eligible on the date of service.

Providers must keep the following records for each beneficiary for a period of at least 5 years:

- A copy of the written, signed and dated order by the beneficiary's physician;
- The date of the x-ray examination;

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- The name of the operator(s) of the portable x-ray equipment;
- The name of the physician who performed the professional interpretation of the procedure; and
- The date the x-ray was sent to the physician.