ICF-IID BED HOLD DAY WEBINAR

Ashley McKinney and Matt Turner
June 29, 2016
OVERVIEW

- Rule Updates
- Billing Updates
- Current Data
- Imagine Portal Demonstration
  - Error Messages
- Questions / Comments
RULE UPDATES

• Ohio Administrative Code (OAC) Rule 5123:2-7-08
  • [http://dodd.ohio.gov/RulesLaws/Pages/Rules-Under-Development.aspx](http://dodd.ohio.gov/RulesLaws/Pages/Rules-Under-Development.aspx)

• Effective 7/1/2016

• Requests and approvals must now go through DODD, rather than the County Board Department of Job and Family Services, in the Imagine Portal.

• First 30 days are automatically approved. Additional days will require manual approval by DODD.
  • Notice of approval/denial within 5 business days
  • 30 days apply to individual, NOT the facility

• Therapeutic Leave Days

• Exclusion Highlights
  • Medicare/Medicaid Hospice program recipients
  • Enrolled in home and community-based services waiver, including suspended waivers
BILLING UPDATES

- Coordinating revenue codes for MITS billing
  - 182 – Visits with Friends and Family
  - 183 – Therapeutic Leave
  - 185 – Hospital Leave
- ICF-IID policy update for waiver consumers
  - Up to 90 days per consumer, per calendar year
  - Medicaid to release detailed billing instructions
    - Revenue Center Code 160
    - DODD will distribute update via email and post to our website
- Timely Filing Notice
  - Ohio Administrative Code (OAC) Rule 5123:2-7-15,
  - Claims assistance - ICF-IID@medicaid.ohio.gov
CURRENT DATA

• 2016 paid claims data January-May pre-populated to system
• Some residents may have already exceeded initial 30 days
• You are required to enter requests as of July 1, 2016
IMAGINE PORTAL DEMONSTRATION
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Person: 5/1/1978 (38 yrs 1 mo)

Medicaid Info
- Medicaid #: 7000257
- DODD #: XXX-XX-3216
- Assigned SSA #: 
- Waiver Type:

County Info
- Residence: Champaign
- Reporting: Champaign

Facility Info
- Name: Champaign County/Sandusky Street Home (ICF)
- Location: 620 West Sandusky Street
- Bellefontaine
- OH 43311

Contacts

<table>
<thead>
<tr>
<th>Emergency Contact</th>
<th>Contact</th>
<th>Email</th>
<th>Primary Phone</th>
<th>Start Date</th>
<th>End Date</th>
<th>Role</th>
<th>Team Membership relationship</th>
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<tbody>
<tr>
<td>No</td>
<td>Trainingtestfour Testfour</td>
<td></td>
<td></td>
<td>6/3/2016</td>
<td></td>
<td>Individual</td>
<td>Assigned Team Member</td>
</tr>
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Showing 1 to 1 of 1 entries
Please be aware that if an individual resides in an ICF for eight hours or more it counts as one occupied day. When an individual is absent from an ICF for twenty four hours it is counted as an unoccupied day.

When the evaluator enters the same day for the both the requested leave from and leave to fields it will count this as one bed hold day. Both the requested from and to fields count so if only one day is being requested the from and to dates should be the same. To illustrate, if an evaluator enters leave from 2/1/15 to 2/3/15 the system will calculate that as 3 bed hold days requested.
Available Days: 0

Total # of bed hold days approved: 30
PRIOR AUTHORIZATION VS RETRO APPROVAL

- All additional bed hold day requests require prior authorization
  - Requests submitted after the date of leave will result in rejection of request and payment.
- Exception – Emergency Hospitalization
  - One Business Day
Please be aware that if an individual resides in an ICF for eight hours or more it counts as one occupied day. When an individual is absent from an ICF for twenty four hours it is counted as an unoccupied day.

When the evaluator enters the same day for the both the requested leave from and leave to fields it will count this as one bed hold day. Both the requested from and to fields count so if only one day is being requested the from and to dates should be the same. To illustrate, if an evaluator enters leave from 2/1/15 to 2/3/15 the system will calculate that as 3 bed hold days requested.

Please submit additional bed hold day(s) request in future.
Please be aware that if an individual resides in an ICF for eight hours or more it counts as one occupied day. When an individual is absent from an ICF for twenty four hours it is counted as an unoccupied day.

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<tr>
<th>Medicaid Info</th>
<th>County Info</th>
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</thead>
<tbody>
<tr>
<td>Medicaid #: 7000268</td>
<td>Residence: Champaign</td>
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<tr>
<td>DODD #:</td>
<td>Reporting: Champaign</td>
</tr>
<tr>
<td>SSN #: XXX-XX-4551</td>
<td>Assigned SSA #:</td>
</tr>
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</table>

Current Living Facility

Champaign
County/Williams Street
Home (ICF)
921 West Williams Street
Bellefontaine
Oh - 43311

Submit Bed Hold

Request Leave From:
07/01/2016

Submit Bed Hold Days.
Please be aware that if an individual resides in an ICF for eight hours or more it counts as one occupied day. When an individual is absent from an ICF for twenty four hours it is counted as an unoccupied day.

When the evaluator enters the same day for the both the requested leave from and leave to fields it will count this as one bed hold day. Both the requested from and to fields count so if only one day is being requested the from and to dates should be the same. To illustrate, if an evaluator enters leave from 2/1/15 to 2/3/15 the system will calculate that as 3 bed hold days requested.

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**Current Living Facility**

Champaign County/Williams Street Home (ICF)

921 West Williams Street
Bellefontaine
Ohio 43311

**Submit Bed hold**

- **Request Leave From:**
  - 07/01/2016

- **Request Leave To:**
  - 07/05/2016

- **# of days Requested:**
  - 5

- **Reason for Leave:**
  - [Therapeutic](#)
  - [Hospitalization](#)
  - [Therapeutic](#)
  - [Visit with friends or relatives](#)

Submit Bed Hold Days
NICS Notification of Individual's Change of Status

Success!
NICS BedHold Days has been submitted successfully.

Go Back
Year: 2016

Available Days: 0

Total # of bed hold days approved: 33

Prior Bed Hold Requests

<table>
<thead>
<tr>
<th>Requested Begin Date</th>
<th>Requested End Date</th>
<th>NICS Type</th>
<th>Requested Leave Days</th>
<th>Approved Leave Days</th>
<th>Approved Begin Date</th>
<th>Approved End Date</th>
<th>Decision</th>
<th>Reason for Leave</th>
</tr>
</thead>
</table>
All additional bed hold day requests require prior authorization.

Requests submitted after the date of leave will result in rejection of request and payment.

**Exception – Emergency Hospitalization**

- One Business Day
When the evaluator enters the same day for both the requested leave from and leave to fields, it will count this as one bed hold day. Both the requested from and to fields should count so if only one day is being requested, the from and to dates should be the same. To illustrate, if an evaluator enters leave from 2/1/16 to 2/3/16, the system will calculate that as 3 bed hold days requested.
ERROR MESSAGES
NICS Bed Hold is already approved for selected days.
When the evaluator enters the same day for the both the requested leave from and leave to fields it will count this as one bed hold day. Both the requested from and to fields count so if only one day is being requested the from and to dates should be the same. To illustrate, if an evaluator enters leave from 2/1/15 to 2/3/15 the system will calculate that as 3 bed hold days requested.

Requested Leave days exceed 30 in the calendar year; additional leave days require prior approval.
Additional bedhold days request cannot exceed an additional 30 consecutive days.
QUESTIONS / COMMENTS

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