# **Auto-Placement by Service Code Job Aid (MN)**

DISCLAIMER

This feature is enabled and managed by Payers and available to Members of a participating Payer network. To determine eligibility, the Member's **Medicaid ID** and/or the **First Name**, **Last Name**, and **DOB** must match the Payer system.

Click links below to navigate to the desired section:

- HHAeXchange System Users <u>Create an Auto Placement</u> in the system for a Member.
- **3**<sup>rd</sup> **Party EDI Providers** Refer to the <u>Auto-Placement for 3rd Party EDI Providers</u> section for instructions to ensure that auto placements are successfully imported for a Member.
- To see Payer-specific Service Codes, click <u>Payer Eligible Service Codes</u> section.

# **Contract Service Code - Allow Auto Placement**

The **Auto-Placement by Service Code** feature allows Providers to service Members who do not require prior Payer authorization. When this feature is enabled by the Payer, the **Allow Auto Placement** checkbox field displays selected in the *Contract Service Code* window (*Admin > Reference Table Management > Contract Service Code*) as *read-only*.

Contract Service Code		History
* Contract:	PPS-App-Payer1-Update (YMZ 💙	1
* Discipline:	HHA ¥	<b>(i)</b>
* Service Code:	PPS-Hourly	(1)
* Rate Type:	Hourly 🗸	<ol> <li>(i)</li> </ol>
* Visit Type:	Select ¥	1
Place of Service:	Select ¥	
	For details, check place of service	code set
Max Billing Hours:	(i)	
Mutual:	0	
Allow Patient Shift Overlap:		
Bypass Prebilling Validations:	i	
Bypass Billing Review Validations:		
Allow Auto Placement:		<u>`</u>
Share Visit Info With Services Portal:		5
Require Services Portal Approval:		
Allow Temporary Caregivers:		
No Authorization Required for Pilling:		

Contract Service Code: Auto Placement Field

Payers provide a list of eligible Service Codes that can be used to perform an Auto Placement. Refer to the <u>Payer Eligible Service Codes</u> section. Once the Service Code is created and synced from the Payer system, Providers can create a new contract for a Member.

**3<sup>rd</sup> Party EDI Providers** – Refer to the <u>Auto-Placement for 3rd Party EDI Providers</u> section of this document for instructions to ensure that auto placements are successfully imported for a Member.

## **Create an Auto Placement**

For all other Providers, complete the following steps to create an Auto Placement for a Member.



Step	Action
1	Navigate to <i>Member &gt; Member Search</i> to locate the Member. If a Member does not exist in the system, then navigate to <i>Member &gt; New Member</i> to create a New Member Profile. Refer to the <u>New Patient section</u> in the Enterprise Help Portal for guidance and requirements. <i>Note: The Medicaid Number MUST be entered for a successful placement.</i>
2	<text></text>
3	On the Contracts window, complete the required fields (Contract and Service Start Date) as well as the optional fields to include the applicable Service Code. Click Save.
4	Click <i>Save</i> to finalize.

Once saved, the Contract appears in the *Contract* page, pending the **Alt. Patient ID**. Allow a few seconds, for the system to refresh. Click on the **Refresh Page** button, as needed.

ayers										
Payers										
Payers										A
	quest sent for <b>Payer demo (ORH)</b> wi phics info is being checked against Pa			is found, a new placement	will replace the existing	g one.				
Placement ID	Contract	Is Primary Contract	Alt Member ID	Service Start Date	Source Of Adm	Service Code	Discharge Date	Discharge To		
5872942	💥 Payer demo (ORH)	м н	Edit H	10/03/2023		G0159 H	Edit		Additional Options	1
5872944	Payer demo (ORH)	🗹 <u>н</u>	123456789R <u>H</u>	10/03/2023		Edit H	Edit		Additional Options	
Payer Status Histo	ry									
Placement ID	Date		Contract	Note					User Name	
5872942	10/3/2023 4:14:28 PM	1	Payer demo (ORH)	Contra	ct Added(10/03/2023)				jlipsonvdemo	

Patient Contracts Page - Refresh Page

A populated **Alt. Patient ID** indicates a successful auto placement. When an auto placement is submitted, the system validates the Member information (such as Member Name, Medicaid ID, etc.) against the Payer Member data. Once verified, a placement confirmation is sent to the Provider.



ember Info - Active									
	008: 11/01/1970		Admissi Primary Alt. Memb	on ID: ORH-900144 eer ID:		Member ID: Home Phone:			Payer Demo 23 Beach River Rd, WINDERMERE, F 1786
Coordina	tors: Default			Office: Provider Home Car	e	Languages:			
yers									
Payers									
Contracts									
Placement ID	Contract	Is Primary Contract	Alt Member ID	Service Start Date	Source Of Adm	Service Code	Discharge Date	Discharge To	
5872944	Payer demo (ORH)	0 <u>H</u>	123456789R <u>H</u>	10/03/2023		Edit H	Edit		Additional Options
Paver Status Histo	v								
Placement ID	Date		Contracts	Note					User Name
5872942	10/3/2023 4:14:36 PM		Payer demo (ORH)	Please	note that Placement (587	2942) has been deleted due to	a new placement (587	2943) sent by the payer.	Auto Placement (26997)
5872944	10/3/2023 4:14:34 PM		Payer demo (ORH)	The Pla	cement request was com	pleted successfully (10/03/202	3, Alt Patient ID: 1234	56789R, Payer Placement ID: 5872943	Auto Placement (26997)
5872942	10/3/2023 4:14:28 PM		Payer demo (ORH)	Contra	ct Added(10/03/2023)				jlipsonvdemo

Alt. Patient ID – Successful Auto Placement

# Auto-Placement by Service Code – 3<sup>rd</sup> Party EDI Providers

The following steps apply to 3<sup>rd</sup> Party EDI Providers to ensure that auto placements are successfully imported for a Member.

*Note:* Providers do not need to verify the Member Demographics in the HHAeXchange Portal <u>before</u> submitting the visit.

Step	Action
1	HHAeXchange receives the import file from the Payer (either loaded into the Payer Portal or stored in a staging table).
2	The Provider imports visit records via the EVV API. <i>Note:</i> The <i>Medicaid Number, Office NPI,</i> and <i>Payer ID MUST be entered for a successful</i> <i>placement.</i>
3	If the visit data is correct, then the visit imports successfully into the system. The Member Profile is created and a placement is generated between the Member and Provider.

If a visit is rejected by the system, then there is an information mismatch preventing the record from linking to the data received from the Payer. Verify that all data is entered correctly, and that the **Office NPI** value is included in the import.

## **Payer Eligible Service Codes**

The following tables include the eligible Service Codes per participating Payer. Click on Payer name to navigate to a specific Payer Service Code table.

- Blue Cross MN (42230)
- Health Partners MN (42231)
- Hennepin Health MN (42232)
- HomeHealth FFS (35412)
- IMCare Itasca MN (42233)
- Medica MN (42234)
- Prime West MN (42235)
- South Country Health Alliance MN (42236)
- UCare MN (42237)
- United Healthcare MN (42238)

# Blue Cross MN (42230)

	Blue Cross MN (42230)					
Service Code	Description	Service Code	Description			
S5181	Respiratory Therapy, Per Visit	S9131	Physical Therapy, Per Visit			
S5181:UC	Respiratory Therapy, Extended, Per Visit	S9131:TF	Physical Therapy Assistant, Per Visit			
S9128	Speech Therapy, Per Visit	S9131:TF:UC	Physical Therapy Assistant, Extended, Per Visit			
S9128:UC	Speech Therapy, Extended, Per Visit	S9131:UC	Physical Therapy, Extended, Per Visit			
S9129	Occupational Therapy, Per Visit	T1004	Home Health Aide, Extended, 15 Minutes			
S9129:TF	Occupational Therapy Assistant, Per Visit	T1021	Home Health Aide, Per Visit			
S9129:TF:UC	Occupational Therapy Assistant, Extended, Per Visit	T1030	Skilled Nurse Visit, RN, Per Visit			
S9129:UI	Occupational Therapy, Extended, Per Visit	T1031	Skilled Nurse Visit, LPN, Per Visit			

#### Health Partners MN (42231)

	Health Partners MN (42231)					
Service Code	Description	Service Code	Description			
S5181	Respiratory Therapy, Per Visit	S9131	Physical Therapy, Per Visit			
S5181: UC	Respiratory Therapy, Extended, Per Visit	S9131:TF	Physical Therapy Assistant, Per Visit			
S9128	Speech Therapy, Per Visit	S9131:TF:UC	Physical Therapy Assistant, Extended, Per Visit			
S9128:UC	Speech Therapy, Extended, Per Visit	S9131:UC	Physical Therapy, Extended, Per Visit			
S9129	Occupational Therapy, Per Visit	T1004	Home Health Aide, Extended, 15 Minutes			
S9129:TF	Occupational Therapy Assistant, Per Visit	T1021	Home Health Aide, Per Visit			
S9129:TF:UC	Occupational Therapy Assistant, Extended, Per Visit	T1030	Skilled Nurse Visit, RN, Per Visit			
\$9129:UC	Occupational Therapy, Extended, Per Visit	T1031	Skilled Nurse Visit, LPN, Per Visit			

#### Hennepin Health MN (42232)

	Hennepin Health MN (42232)						
Service Code	Description	Service Code	Description				
S5181	Respiratory Therapy, Per Visit	S9129:TF	Occupational Therapy Assistant, Per Visit				
S9128	Speech Therapy, Per Visit	S9131	Physical Therapy, Per Visit				
S9129	Occupational Therapy, Per Visit	S9131:TF	Physical Therapy Assistant, Per Visit				

## HomeHealth FFS (35412)

	HomeHealth FFS (35412)						
Service Code	Description	Service Code	Description				
S5181	Respiratory Therapy, Per Visit	S9129:UC	Occupational Therapy, Extended, Per Visit				
S5181: UC	Respiratory Therapy, Extended, Per Visit	S9131	Physical Therapy, Per Visit				
S9128	Speech Therapy, Per Visit	S9131:TF	Physical Therapy Assistant, Per Visit				
S9128:UC	Speech Therapy, Extended, Per Visit	S9131:TF:UC	Physical Therapy Assistant, Extended, Per Visit				
S9129	Occupational Therapy, Per Visit	S9131:UC	Physical Therapy, Extended, Per Visit				
S9129:TF	Occupational Therapy Assistant, Per Visit	T1030	Skilled Nurse Visit, RN, Per Visit				
S9129:TF:UC	Occupational Therapy Assistant, Extended, Per Visit	T1031	Skilled Nurse Visit, LPN, Per Visit				

#### IMCare Itasca MN (42233)

	IMCare Itasca MN (42233)						
Service Code	Description	Service Code	Description				
S5181	Respiratory Therapy, Per Visit	S9129:UC	Occupational Therapy, Extended, Per Visit				
S5181: UC	Respiratory Therapy, Extended, Per Visit	S9131	Physical Therapy, Per Visit				
S9128	Speech Therapy, Per Visit	S9131:TF	Physical Therapy Assistant, Per Visit				
S9128:UC	Speech Therapy, Extended, Per Visit	S9131:TF:UC	Physical Therapy Assistant, Extended, Per Visit				
S9129	Occupational Therapy, Per Visit	S9131:UC	Physical Therapy, Extended, Per Visit				
S9129:TF	Occupational Therapy Assistant, Per Visit	T1030	Skilled Nurse Visit, RN, Per Visit				
S9129:TF:UC	Occupational Therapy Assistant, Extended, Per Visit	T1031	Skilled Nurse Visit, LPN, Per Visit				

#### Medica MN (42234)

Medica MN (42234)					
Service Code	Description	Service Code	Description		
S5181	Respiratory Therapy, Per Visit	S9131:TF	Physical Therapy Assistant, Per Visit		
S9128	Speech Therapy, Per Visit	T1021	Home Health Aide, Per Visit		
S9129	Occupational Therapy, Per Visit	T1030	Skilled Nurse Visit, RN, Per Visit		
S9131	Physical Therapy, Per Visit	T1031	Skilled Nurse Visit, LPN, Per Visit		

# Prime West MN (42235)

	Prime West MN (42235)					
Service Code	Description	Service Code	Description			
S5181	Respiratory Therapy, Per Visit	S9131:TF	Physical Therapy Assistant, Per Visit			
S9128	Speech Therapy, Per Visit	T1021	Home Health Aide, Per Visit			
S9129	Occupational Therapy, Per Visit	T1030	Skilled Nurse Visit, RN, Per Visit			
S9129:TF	Occupational Therapy Assistant, Per Visit	T1031	Skilled Nurse Visit, LPN, Per Visit			
S9131	Physical Therapy, Per Visit					

#### South Country Health Alliance MN (42236)

South Country Health Alliance MN (42236)					
Service Code	Description	Service Code	Description		
S9128	Speech Therapy, Per Visit	S9131:TF	Physical Therapy Assistant, Per Visit		
S9128:UC	Speech Therapy, Extended, Per Visit	S9131:TF:UC	Physical Therapy Assistant, Extended, Per Visit		
S9129	Occupational Therapy, Per Visit	S9131:UC	Physical Therapy, Extended, Per Visit		
S9129:TF	Occupational Therapy Assistant, Per Visit	T1021	Home Health Aide, Per Visit		
S9129:TF:UC	Occupational Therapy Assistant, Extended, Per Visit	T1030	Skilled Nurse Visit, RN, Per Visit		
S9129:UC	Occupational Therapy, Extended, Per Visit	T1031	Skilled Nurse Visit, LPN, Per Visit		
S9131	Physical Therapy, Per Visit				

## UCare MN (42237)

UCare MN (42237)						
Service Code	Description	Service Code	Description			
S5181	Respiratory Therapy, Per Visit	S9131	Physical Therapy, Per Visit			
S5181: UC	Respiratory Therapy, Extended, Per Visit	S9131:TF	Physical Therapy Assistant, Per Visit			
S9128	Speech Therapy, Per Visit	S9131:TF:UC	Physical Therapy Assistant, Extended, Per Visit			
S9128:UC	Speech Therapy, Extended, Per Visit	S9131:UC	Physical Therapy, Extended, Per Visit			
S9129	Occupational Therapy, Per Visit	T1004	Home Health Aide, Extended, 15 Minutes			
S9129:TF	Occupational Therapy Assistant, Per Visit	T1021	Home Health Aide, Per Visit			
S9129:TF:UC	Occupational Therapy Assistant, Extended, Per Visit	T1030	Skilled Nurse Visit, RN, Per Visit			
S9129:UC	Occupational Therapy, Extended, Per Visit	T1031	Skilled Nurse Visit, LPN, Per Visit			



## **United Healthcare MN (42238)**

United Healthcare MN (42238)						
Service Code	Description	Service Code	Description			
S5181	Respiratory Therapy, Per Visit	S9129:TF	Occupational Therapy Assistant, Per Visit			
S9128	Speech Therapy, Per Visit	S9131	Physical Therapy, Per Visit			
S9129	Occupational Therapy, Per Visit	S9131:TF	Physical Therapy Assistant, Per Visit			