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** - Create an Auto Placement in the system for a Member.

- **3rd Party EDI Providers** – Refer to the Auto-Placement for 3rd Party EDI Providers section for instructions to ensure that auto placements are successfully imported for a Member.

- To see Payer-specific Service Codes, click Payer Eligible Service Codes 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*.
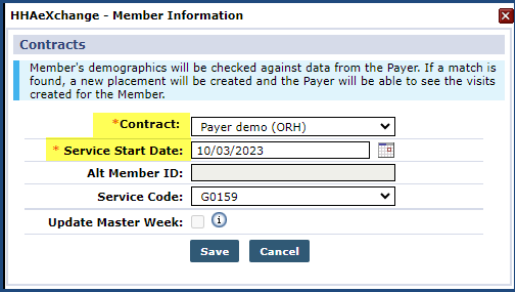

Contract Service Code: Auto Placement Field

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

3rd Party EDI Providers – Refer to the Auto-Placement for 3rd Party EDI Providers 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 ***Member > Member Search*** to locate the Member. If a Member does not exist in the system, then navigate to ***Member > New Member*** to create a New Member Profile. Refer to the [New Patient section](#) in the Enterprise Help Portal for guidance and requirements. ***Note:** The **Medicaid Number** MUST be entered for a successful placement.*
2	Select the <u>Contracts</u> link from the left navigation panel to open the *Contracts* page. On the Contracts page, click on the ***Add*** button to add a contract. **Patient Contracts Page: Add Contract**
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**. **Send Auto Placement**
4	Click ***Save*** 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.

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.

Alt. Patient ID – Successful Auto Placement

Auto-Placement by Service Code – 3rd Party EDI Providers

The following steps apply to 3rd 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 before 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. *Note: The **Medicaid Number**, **Office NPI**, and **Payer ID** MUST be entered for a successful placement.*
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)

Service Code	Description	Service Code	Description
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)

Service Code	Description	Service Code	Description
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
S9129:UC	Occupational Therapy, Extended, Per Visit	T1031	Skilled Nurse Visit, LPN, Per Visit

Hennepin Health MN (42232)

Service Code	Description	Service Code	Description
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