


Provider-Managed Billing Diagnosis Codes Job Aid

 This feature is enabled by HHAX System Administration. Please contact [HHAX Support Team](#) for details and setup.

Billing Diagnosis Codes are determined by the Payer and sent in the Authorization at the time of placement. Providers servicing Linked Contracts receive Billing Diagnosis Codes as *read-only*, unable to edit if/as needed for billing purposes. A Payer-based permission is available to allow Providers to add and manage Billing Diagnosis Codes for any Linked Contract; whether the ones assigned by the Payer or the ones entered/edited by the Provider. This feature applies to all Linked Contracts.

Note: A blank **Diagnosis Code** may result in an item placed on **Billing Hold**. Refer to the [Resolving Missing Primary Dx Code Exceptions Job Aid](#) to resolve. For specific Contract Setup details and instructions, consult with the respective Linked Payer.

Edit Link in Patient Authorization

Once a Payer enables a Provider to edit or add Billing Diagnosis Codes for an Authorization (located at **(Patient > Authorization)**), an **Edit** link appears on the applicable row of the **Authorization** tab, as shown in the following image. The **Edit** link only appears if the Provider has permission to add Billing Diagnosis Codes.

Auth.#	From Date	To Date	Service Category	Service Type	Service Code	Authorization Type	Payer	Notes	Visits/ Invoice
10001360	10/02/2017	10/25/2023	Home Health	HHA	HHA Hourly	Daily S: 5:00 SN: 8:00 M: 8:00 T: 8:00 W: 8:00 TH: 8:00 F: 8:00	Life Care Demo Payer	Edit	Update
10001414	11/10/2016	11/19/2021	Home Health	RN	RN Hourly	Monthly Monthly Hours: 150.00	Life Care Demo Payer	Edit	Update
10001360	09/01/2020	11/30/2020	Home Health	HHA	1_HHA_288	Daily S: 5:00 SN: 5:00	Life Care Demo Payer	Edit	Update

Edit Link in the Authorization Tab

Providers who are enabled to change Billing Diagnosis Codes are presented with an **Add** button in the **Billing Diagnosis Code(s)** section of the Patient Authorization window, as shown in the following image.

HHExchange - Authorization

Authorization

Service Category: Home Health Service Type: HHA

Authorization Number: 10001360 Service Code: HHA Hourly Service Code Type: Hourly

From Date: 10/02/2017 To Date: 10/25/2023 Authorization Type: Daily

Hours: Master Start Time: Any ANY Saturday 5.00 Sunday 8.00 Monday 8.00 Tuesday 8.00 Wednesday 8.00 Thursday 8.00 Friday 8.00

Blackout Dates: No Blackout Date Entered.

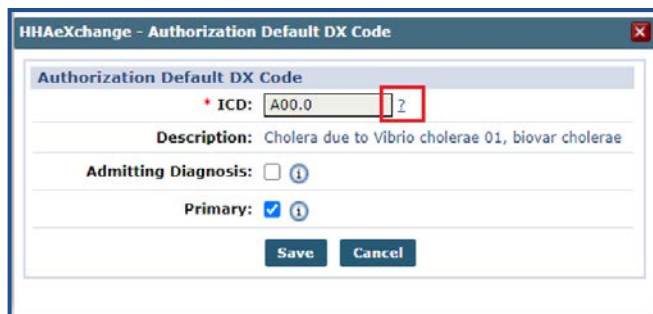
Document: Note: File must be 1000 KB in size or smaller.

Billing Diagnosis Code(s):	Code	Description	Admit.	Primary	Add
	Q00	Aneurysmal and similar malformations		Yes	X
	Q03.0	Malformations of aqueduct of Sylvius			X
	C02.0	Malignant neoplasm of dorsal surface of tongue			X

Patient Authorization Window

Choosing a Billing Diagnosis Code

On the *Authorization Default DX Code* window, select the [?](#) (question mark) link to access the ICD-10 Diagnosis search, as seen in the image to the right. Refer to the section below to select an ICD code.

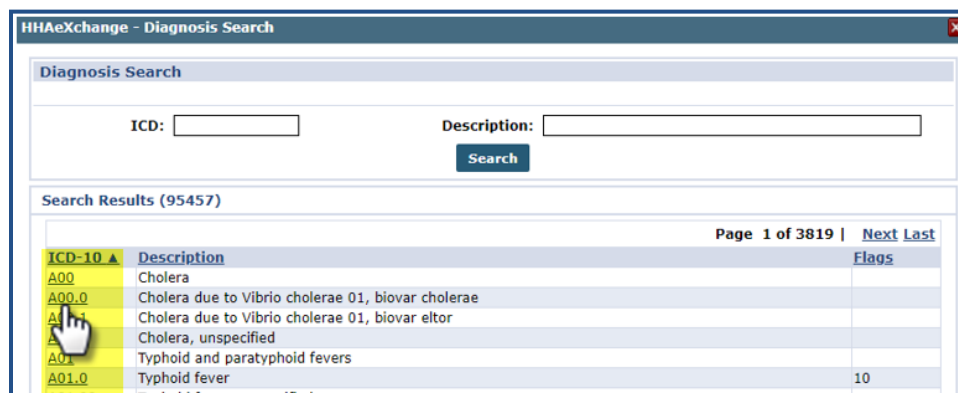


Authorization Default DX Code Window

Once the ICD code is selected, determine if this is an **Admitting Diagnosis** and/or a **Primary** Diagnosis by selecting the appropriate checkboxes.

Click **Save** to finalize.

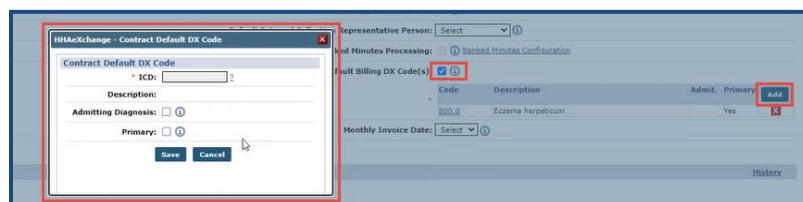
Use the *Diagnosis Search* window to search for and select an ICD-10 Code. To add an ICD code, click on the respective link from the **ICD-10** column, as shown in the following image.



Diagnosis Search Window

Billing Diagnosis Codes on the Contract Level

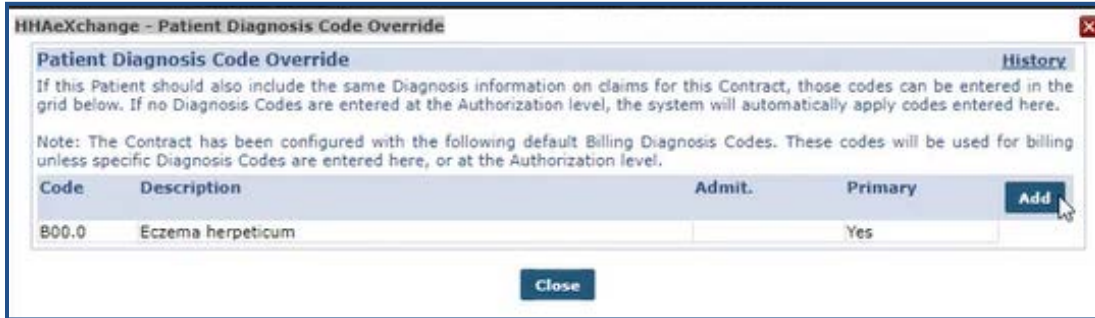
For some Linked Contracts, Billing Diagnosis Codes can be added on the Contract level (**Admin > Contract Setup > Billing/Collections tab**). On the *Billing/Collections* tab, select the **Default Billing Diagnosis Code(s)** checkbox. Click on the **Add** button to open the *Contract Default DX Code* window. Click on the [?](#) link on the right of the **ICD** field to search and select the applicable diagnosis Code (as illustrated in the following image).



Billing Diagnosis Codes on the Contract Level

Billing Diagnosis Codes on the Patient Contract Level

Billing Diagnosis Codes can also be added for some Linked Contracts at the Patient Contract level (**Patient > Contracts**). On the *Patient Contract* page, click on the [Additional Options](#) link for the respective contract. Select *Patient Diagnosis Code Override* from the menu. On the *Patient Diagnosis Code Override* window, click the **Add** button to search and select the applicable Billing Diagnosis Code (as seen in the following image).

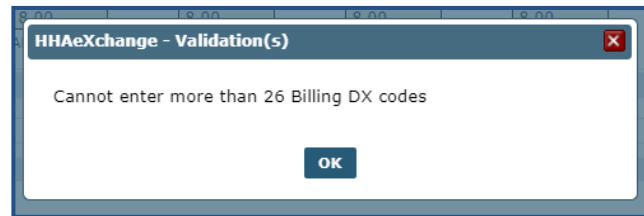


Billing Diagnosis Codes on the Patient Contract Level

Billing Diagnosis Code Limit

Up to 26 unique Billing Diagnosis Codes are allowed per Patient, with one defined as Primary.

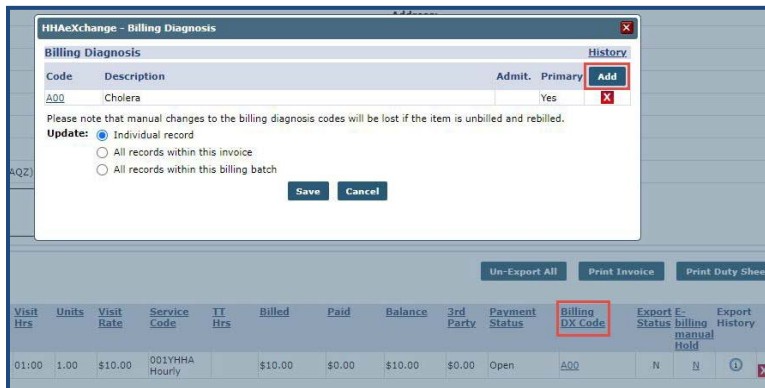
When attempting to add more than 26 codes, the system issues a validation not allowing further entries, as shown in the image to the right.



Billing DX Code Limit

Billing Diagnosis Codes on the Invoice Details Page


On the *Invoice Details* page, click on the [Billing DX Code](#) link to open the *Billing Diagnosis* window (as illustrated in the image below). To edit an existing code, click on the [Code](#) link and make the changes. To add a Billing Dx Code, click on the **Add** button and follow the instructions above. Click **Save** to finalize.



Invoice Details Page: Billing Diagnosis Window

Invalid Billing Diagnosis Codes

At times, a Payer may send an invalid Billing Diagnosis Code. Invalid codes are denoted with an orange exclamation point (!) icon (as seen in the following image) indicating that it must be corrected.



HHAEExchange - Patient Authorization
 Type: Hourly Display: Hours Units

Banked Hours:

Period: Weekly Max Hours for Entire Auth: 0.00 (Enter 0 for unlimited)

Specific Date Type:

Max Hours per Period: 10.00 Contract configured for Sunday Authorization Week-Ending Day.

Additional Rules:

Document:
 Note: File must be 1000 KB in size or smaller.

Billing Diagnosis Code(s):	Code	Description	Admit.	Primary	Add
	DX1 <input type="button" value="!"/>			Yes	<input type="button" value="X"/>
	DX2 <input type="button" value="!"/>				<input type="button" value="X"/>
	DX3 <input type="button" value="!"/>				<input type="button" value="X"/>
	Invalid ICD-10 code Z00.00 <input type="button" value="!"/>	Encounter for general adult medical examination without abnormal findings			<input type="button" value="X"/>
	X00.0XXS	Exposure to flames in uncontrolled fire in building or structure			<input type="button" value="X"/>

Invalid Billing Diagnosis Codes