



Department of Medical Assistance Services  
600 East Broad Street, Suite 1300  
Richmond, Virginia 23219

[www.dmas.virginia.gov](http://www.dmas.virginia.gov)

# MEDICAID PROVIDER MANUAL UPDATE

**TO:** Early and Periodic Screening, Diagnosis, and Treatment Providers, Community Services Boards, Outpatient Rehabilitation Providers, Rehabilitation Hospital Providers, Infant and Toddler Connection Providers and DMAS-Enrolled Managed Care Organizations (MCOs) Participating in the Virginia Medical Assistance Program

**FROM:** Patrick W. Finnerty, Director  
Department of Medical Assistance Services

**MEMO:** Update

**DATE:** 9/9/2009

**SUBJECT:** Department of Medical Assistance Services' Early Intervention Program

The purpose of this memorandum is to announce the revisions to the coverage and reimbursement for early intervention services provided by the Department of Medical Assistance Services (DMAS) through the Medicaid and FAMIS programs, and for the issuance of a new manual for these services.

Virginia's early intervention system is governed by Part C of the Individuals with Disabilities Education Act (IDEA) and is implemented by the Department of Behavioral Health and Developmental Services (DBHDS). DBHDS' program is called the Infant and Toddler Connection. The revisions to the DMAS coverage of early intervention services were developed in collaboration with family members and advocates for families, early intervention providers, representatives from DBHDS, DMAS, the Virginia Department of Health, Virginia's Office for Protection and Advocacy, and Early Intervention Local Lead Agencies.

Prior to this initiative, identification of Medicaid/FAMIS Plus and FAMIS children who were also enrolled in DBHDS' early intervention program was not possible and hindered coordination of services between the two agencies. Beginning October 1, 2009, Medicaid/FAMIS Plus and FAMIS enrolled children who are also enrolled with DBHDS will receive a special early intervention indicator in the Medicaid Management Information System. Although it is the goal of DMAS and DBHDS to identify all children dually enrolled in the Early Intervention program and in Medicaid/FAMIS Plus and FAMIS by October 1, 2009, this transition can only occur as data is made available from the local lead agencies who maintain responsibility for the eligibility of children in the Early Intervention program. DBHDS will ensure that children who enter the early intervention system after October 1, 2009 are also enrolled in the DMAS system.

### **Early Intervention Services**

Early intervention services are developmental supports and services that are performed in natural environments to the maximum extent possible. Natural environments can be the child's home or a community-based setting in which children without disabilities participate. Services are designed to meet the developmental needs of an infant or toddler with a developmental delay and the needs of the family related to enhancing the child's development. These needs are identified in the Individualized Family Service Plan (IFSP) team, in any one or more of the following areas:

- Physical development;
- Cognitive development;
- Communication development;
- Social or emotional development; and
- Adaptive development.

#### *Service Definitions and Criteria:*

Each IFSP may list several types of services that are designed to effectively treat the child's documented treatment needs. Clarification of the early intervention services covered by DMAS through the Medicaid and FAMIS programs and how to bill for those services is listed in Chapters IV and V of the DMAS Early Intervention Manual.

#### *Early Intervention Eligibility Criteria:*

Infants and toddlers, birth to three (3) years old, and their families are eligible for early intervention supports and services through the Infant & Toddler Connection if they meet one or more of the established early intervention criteria. To view the eligibility requirements for the early intervention program, please see Chapter IV of the DMAS Early Intervention Manual.

### **Managed Care Organization Enrollees**

DMAS contracted Managed Care Organizations (MCOs) are not required to provide coverage for early intervention services. Early intervention services for children who are enrolled in a Medicaid/FAMIS MCOs must be billed directly to DMAS and not to the MCO. Services other than those that are carved-out of the MCO contract, should be coordinated as usual through the MCO in which the child is enrolled.

Effective with dates of service on and after October 1, 2009, Early Intervention services for children who are enrolled in a Medicaid/FAMIS MCO are covered through fee-for-service in accordance with the DMAS established guidelines described herein and further detailed in the Early Intervention Services Program Manual. DMAS contracted Managed Care Organizations (MCOs) are not required to provide coverage for early interventions services. Services other than those that are carved-out of the MCO contract, including rehabilitation therapy services and transportation, should be coordinated as usual through the enrollee's MCO.

Any early intervention services that your agency currently provides to early intervention children enrolled with a DMAS MCO will need to be transitioned to Fee-For-Service beginning with dates of service on and after October 1, 2009.

### **Early Intervention Providers**

Prior to October 1, 2009, DMAS providers of early intervention services were limited to rehabilitation agencies and hospitals. As of October 1, 2009, the DMAS provider list will be expanded to include a variety of providers for early intervention services. Appendix G of the Early Intervention Services Manual describes the providers who are eligible to become early intervention providers with DMAS.

### **Early Intervention Provider Certification**

As of October 1, 2009, providers must receive certification to perform and bill for early intervention services from DBHDS. In order to receive reimbursement from either the Part C Office or DMAS, the provider must be certified prior to providing early intervention services. Providers and their qualifications are identified in the chart attached to this memorandum. Providers may access the Early Intervention Certification process at [www.infantva.org](http://www.infantva.org) or they may contact:

Infant & Toddler Connection of Virginia  
Office of Child and Family Services  
DBHDS  
1220 Bank Street  
Richmond, VA 23218  
804-786-3701

### **DMAS Provider Enrollment Requirements:**

*All early intervention providers must have the correct class type and/or specialty code to receive reimbursement for early intervention services.*

#### ***Current DMAS enrolled providers:***

Providers who are currently enrolled in one of the provider class types (PCT) below do not have to submit a new DMAS provider application to provide early intervention services. Current providers who wish to provide early intervention services must submit an attestation letter indicating that they wish to become an early intervention provider and attest that they are responsible for ensuring that their employees who provide early intervention services are certified by DBHDS prior to providing these services. Early intervention services performed by non-certified providers are subject to retraction upon post-payment review. See Appendix E of the DMAS Early Intervention Manual for an example of an attestation letter. Providers in the provider class types listed below are eligible to submit this letter and do not have to submit a new provider application:

#### **PCT Description**

Mental Health Mental Retardation  
Rehab Agencies  
Home Health Agency State  
Home Health Agency Private  
Private Duty

Providers in the listing above who provide the attestation letter will be issued a specialty code (116) and will not be assigned a new provider class type. These providers will be allowed to use their current NPI taxonomy code without submitting it on all their claims when billing for early intervention services.

***New providers/hospitals/or current providers:***

Providers, including hospitals that provide early intervention services, who do not have one of the class types listed above must submit a new DMAS provider application in order to become enrolled to provide early intervention services. The DMAS provider application includes the assurance that all providers of early intervention services must be certified by DBHDS. Qualified providers will be assigned a new provider class type of 108 and will use the taxonomy code of 252Y00000X. See Appendix F of the DMAS Early Intervention Manual for an example of a provider application or go to [www.dmas.virginia.gov](http://www.dmas.virginia.gov) and click on Provider Enrollment.

**Claims and Reimbursement Information**

Prior to October 1, 2009, providers of early intervention services billed for those services using the CPT codes available to them for physical therapy, occupational therapy and speech language pathology. As of October 1, 2009, providers billing for children for early intervention services must use the codes in the chart below. **Providers must be both certified as early intervention providers by DBHDS and enrolled with DMAS to perform early intervention services and bill for early intervention services provided to Medicaid or FAMIS enrollees.** Agencies employing certified early intervention providers may bill for the early intervention services provided by those certified providers.

Early intervention providers receive different reimbursement according to which reimbursement category they are in. Categories are based the provider’s discipline. For specifics about the reimbursement categories, please see Appendix G of the DMAS Early Intervention Manual.

Code	Rate	Who bills	When is This Used	Location	Limits
T1023	27.50/unit	Category 2 Providers	<ul style="list-style-type: none"> <li>Initial Assessment for Service Planning</li> <li>Development of IFSP</li> <li>Annual IFSP</li> </ul>	Natural Environment or Center-based	24 units/day and 36 units/year
T1023 U1	37.50/unit	Category 1 Providers			
T1024	27.50/unit	Category 2 Providers	<ul style="list-style-type: none"> <li>Team Treatment activities (more than one professional providing services during same session for an individual child/family)</li> <li>Team Meetings child or family present</li> <li>Assessments that are done after the initial Assessment for Service Planning</li> </ul>	Natural Environments	The maximum daily units/per child/ per code/ per provider is 6 units with a maximum of 18 units (for any combination of codes) per day per child for all providers
T1024 U1	37.50/unit	Category 1 Providers			
T1027	18.43/unit	Category 2 Providers	<ul style="list-style-type: none"> <li>Developmental Services and other early intervention services provided for more than one child by one Early Intervention Certified Specialist (congregate)</li> </ul>	Natural Environments	
T1027	27.50/unit		<ul style="list-style-type: none"> <li>Developmental Services and</li> </ul>		

U1			other early intervention services provided for one child by one Early Intervention Certified Specialist	
T1026	7.43/unit	Category 1 Providers	• Center-based group early intervention services	Center-based
T1026 U1	22.50/unit		• Center-based individual early intervention services	Center-based
T1015	5.44/unit	Category 2 Providers	• Center-based group early intervention services	Center-based
T1015U1	16.49/unit		• Center-based individual early intervention services	Center-based
G0151	25.13/unit	Physical Therapists (RC 1)	• Congregate PT	Natural Environments
G0151 U1	37.50/unit		• Individual PT	
G0152	25.13/unit	Occupational Therapists (RC 1)	• Congregate OT	Natural Environments
G0152 U1	37.50/unit		• Individual OT	
G0153	25.13/unit	Speech Language Therapists (RC 1)	• Congregate SLP	Natural Environments
G0153 U1	37.50/unit		• Individual SLP	
G0154	25.13/unit	RN or RNP (RC 1)	• Congregate Nursing Services	Natural Environments
G0154 U1	37.50/unit		• Individual Nursing Services	
<b>Early Intervention Taxonomy Code: 252Y00000X</b>				

*Claims Adjudication:*

Providers who were issued a specialty code (116) and were not assigned a new provider class type will be allowed to use their current taxonomy code when billing for early intervention services. However, when a provider with this early intervention specialty submits a claim for early intervention services prior to **November 1, 2009**, the claim will pend for edit 0148 (provider not certified to perform procedure). DMAS will not be able to complete the adjudication process due to MMIS changes that are being incorporated for this early intervention initiative until November 1, 2009. Once the MMIS development work is completed, DMAS will reprocess all claims pending only for edit 0148 for the providers. If the claim had multiple errors/edits other than the 0148 edit, the providers will have to make the necessary corrections for the other edits/errors and resubmit the claim. DMAS will not be able to reprocess claims with multiple edits/errors.

For providers who have a significant financial hardship, DMAS will allow the provider to request an advance payment based on the claims pending for edit 0148. Once the MMIS changes are completed (November 1, 2009), DMAS will immediately recover any advance payment(s) through the normal negative balance process. Requests for advance payments should be sent to:

The Department of Medical Assistance Services  
 Manager, Payment Process  
 600 East Broad Street  
 Suite 1300  
 Richmond, Virginia 23219

**General Resources For Early Intervention**

Early Intervention services are managed by the DBHDS. The EI program is called the Infant and Toddler Connection of Virginia. The main number for the Infant and Toddler Connection is 804-786-3710. You may also email Infant & Toddler Connection of Virginia staff. Please refer to <http://www.infantva.org/Contactus.htm> for contact information.

Instructions about how to refer children to the Infant and & Toddler Connection may be found online at: <http://www.infantva.org/documents/pr-ReferralGuide.pdf>

On the DMAS website go to: [www.dmas.virginia.gov](http://www.dmas.virginia.gov) and click on the Maternal and Child Health Services tab from the DMAS home page to find information on the DMAS' Early Intervention covered services. Providers may also call (804) 786-6134.

**Training and Technical Assistance**

The training schedule for the DMAS Early Intervention Program is below. In order to ensure prompt receipt of your registration; we strongly recommend the online registration process. Online Medicaid training registration information can be accessed at [www.dmas.virginia.gov](http://www.dmas.virginia.gov). Click **Upcoming Training Events** and select **Online Registration**, use **Session ID 905**. **There is limited space available and registrations will be handled on a first come, first served basis.** The completed registration must be received in our office **five (5) business days** prior to the scheduled session. **You will be contacted only if we are unable to accommodate your registration request.** It will **not** be possible to accept seminar registrations by phone.

DATE	TIME	LOCATION
September 11, 2009	<b>Registration</b> <b>8:30 AM</b> <b>Seminar</b> 9:00 AM – 4:00 PM Lunch on your own	<b>Fairfax Government Center</b> Board Room Auditorium 1200 Government Center Parkway <b>Fairfax, Virginia 22035</b>
September 18, 2009	<b>Registration</b> <b>8:30 AM</b> <b>Seminar</b> 9:00 AM – 4:00 PM Lunch on your own	<b>Chippenham Hospital</b> Kraus Auditorium 7101 Jahnke Road Richmond, VA 23225
September 22, 2009	<b>Registration</b> <b>8:30 AM</b> <b>Seminar</b> 9:00 AM – 4:00 PM Lunch on your own	<b>Southwest VA Higher Education Center</b> Auditorium Southwest VA Higher Education Center One Partnership Circle Abingdon, VA 24212-1987
September 23, 2009	<b>Registration</b> <b>8:30 AM</b> <b>Seminar</b> 9:00 AM – 4:00 PM Lunch on your own	<b>Bedford Center for Business</b> Community Meeting Room 1633 Venture Blvd. Bedford, VA 24523

<p>September 25, 2009</p>	<p><b>Registration</b> <b>8:30 AM Seminar</b> 9:00 AM – 4:00 PM Lunch on your own</p>	<p><b>Peninsula Health Care Aud.</b> Peninsula Health Care Auditorium 416 J Clyde Morris Blvd. Newport News, VA 23601</p>
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In addition, a recording of a Webex will be available 24-hours a day, seven days a week beginning September 14, 2009. Recorded sessions are designed to assist you in understanding the requirements for conducting business with the Department of Medical Assistance Services. These pre-recorded sessions add value as you are able to access them at your convenience and they provide excellent preparation when viewed prior to Q&A only WebEx sessions. In order to view recorded sessions go to <https://dmas.webex.com>. On the left hand menu bar under the title, click, "Attend a session", then click "Recorded sessions." You will see a list of all recorded sessions.

**REQUESTS FOR DUPLICATE REMITTANCE ADVICES**

In an effort to reduce operating expenditures, requests for duplicate provider remittance advices will no longer be printed and mailed free of charge. Duplicate remittance advices will be processed and sent via secure email. A processing fee for generating duplicate paper remittance advices will be applied to paper requests, effective July 1, 2009.

**ALTERNATE METHODS TO LOOK UP INFORMATION**

Effective August 1, 2009, DMAS authorized users now have the additional capability to look up service limits by entering a procedure code with or without a modifier. Any procedure code entered must be part of a current service limit edit to obtain any results. The service limit information returned will pertain to all procedure codes used in that edit and will not be limited to the one procedure code that is entered. This is designed to enhance the current ability to request service limits by Service Type, e.g., substance abuse, home health, etc. Please refer to the appropriate Provider Manual for the specific service limit policies.

**ELIGIBILITY VENDORS**

DMAS has contracts with the following eligibility verification vendors offering internet real-time, batch and/or integrated platforms. Eligibility details such as eligibility status, third party liability, and service limits for many service types and procedures are available. For more information on the services that are offered contact the vendors.

Passport Health Communications, Inc.

[www.passporthealth.com](http://www.passporthealth.com)

[sales@passporthealth.com](mailto:sales@passporthealth.com)

Telephone #: (888) 661-5657

SIEMENS Medical Solutions – Health Services

Foundation Enterprise Systems/HDX

[www.hdx.com](http://www.hdx.com)

Telephone #: (610) 219-2322

Emdeon

[www.emdeon.com](http://www.emdeon.com)

Telephone #: (877) 363-3666

### **ELIGIBILITY AND CLAIMS STATUS INFORMATION**

DMAS offers a web-based Internet option (ARS) to access information regarding Medicaid or FAMIS eligibility, claims status, check status, service limits, prior authorization, and pharmacy prescriber identification. The website address to use to enroll for access to this system is <http://virginia.fhsc.com>. The MediCall voice response system will provide the same information and can be accessed by calling 1-800-884-9730 or 1-800-772-9996. Both options are available at no cost to the provider.

### **COPIES OF MANUALS**

DMAS publishes electronic and printable copies of its Provider Manuals and Medicaid Memoranda on the DMAS website at [www.dmas.virginia.gov](http://www.dmas.virginia.gov). Refer to the "DMAS Content Menu" column on the left-hand side of the DMAS web page for the "Provider Services" link, which takes you to the "Manuals, Memos and Communications" link. This link opens up a page that contains all of the various communications to providers, including Provider Manuals and Medicaid Memoranda. The Internet is the most efficient means to receive and review current provider information. If you do not have access to the Internet or would like a paper copy of a manual, you can order it by contacting Commonwealth-Martin at 1-804-780-0076. A fee will be charged for the printing and mailing of the manuals and manual updates that are requested.

### **"HELPLINE"**

The "HELPLINE" is available to answer questions Monday through Friday from 8:30 a.m. to 4:30 p.m., except on state holidays. The "HELPLINE" numbers are:

1-804-786-6273	Richmond area and out-of-state long distance
1-800-552-8627	All other areas (in-state, toll-free long distance)

Please remember that the "HELPLINE" is for provider use only. Please have your Medicaid Provider Identification Number available when you call.

### **PROVIDER E-NEWSLETTER SIGN-UP**

DMAS is pleased to inform providers about the creation of a new Provider E-Newsletter. The intent of this electronic newsletter is to inform, communicate, and share important program information with providers. Covered topics will include changes in claims processing, common problems with billing, new programs or changes in existing programs, and other information that may directly affect providers. If you would like to receive the electronic newsletter, please sign up at [www.dmas.virginia.gov/pr-newsletter.asp](http://www.dmas.virginia.gov/pr-newsletter.asp).

Please note that the Provider E-Newsletter is not intended to take the place of Medicaid Memos, Medicaid Provider Manuals, or any other official correspondence from DMAS.