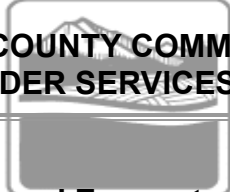


Governing Body:  MARION COUNTY COMMUNITY AND PROVIDER SERVICES (CAPS)	Function: INTEGRATED DELIVERY SYSTEM (IDS) HANDBOOK	
Subject: IDS Service and Encounter Data Requirements	Prepared By: CAPS	Original Date: 10/01/2007 Revised Date:

PURPOSE AND SIGNIFICANCE:

IDS Providers are required to submit service and encounter data (claims) to the Third Party Administrator (TPA), which processes claims for the Mid-Valley Independent Physicians Association (MVIPA). Claims data must be submitted in an electronic format that meets the TPA standards.

The TPA will process and adjudicate claims weekly for each IDS Provider. IDS Providers will receive a reimbursement check and voucher describing the amount and status of each claim submitted per payment period. IDS Providers can arrange to have checks and vouchers mailed or an approved agency designee can pick them up.

Service/claims data will be submitted by the TPA to the State of Oregon as encounter data for Marion County. Encounter data is the basis for future Oregon Health Plan (OHP) Capitation calculations. Because of the critical nature and need for timely claims and encounter data submission, IDS Providers are expected to submit claims data within fifteen (15) days from the date of service.

PROCESS AND/OR PROCEDURE:

Service data is critical to the financial success of the IDS and it's agencies.

Service data submitted by any IDS Provider having either a primary or a secondary/tertiary authorization will be considered valid, reimbursable service if:

- The procedure code for the service is included in the current OHP Mental Health Medicaid Procedure Codes and Reimbursement Rates for Services, and
- The procedure code/service is identified on the IDS Reimbursement Schedule, and
- The service does not exceed the daily maximum units or per occurrence for the procedure code, and
- The service is performed by a clinician operating within the scope of his/her credentials, and
- Community and Provider Services (CAPS) has certified the clinician to provide service, and
- The claims data submitted for the service meets the electronic format requirements of PH Tech.

Service data is used within the IDS to:

- Manage utilization,
- Support quality management activities,
- Make financial adjustments as necessary,
- Provide administrative reports for the IDS Advisory Committee,
- Provide individual service reports for the participating agencies.

Questions concerning data submission can be directed to the current TPA:

Performance Health Technologies, LTD (PH Tech)
3993 Fairview Industrial Dr SE
Salem, OR 97302
Phone: (503) 362-2818