

Governing Body: MARION COUNTY COMMUNITY AND PROVIDER SERVICES (CAPS)	Function: INTEGRATED DELIVERY SYSTEM (IDS) HANDBOOK	
Subject: Out of Clinic Services	Prepared By: CAPS	Original Date: 10/01/07 Revised Date:

PURPOSE AND SIGNIFICANCE:

The Addictions and Mental Health Division (AMH) and consumer advocate groups have placed a greater emphasis on providing out of clinic services. Out of clinic services should be provided to clients that request non-clinic based services. IDS Providers will need to utilize some clinical judgment on the clinical appropriateness of out of clinic services. Out of clinic services also are an opportunity to provide more intensive service to clients in their own setting. IDS Providers are expected to provide at least 20% of services outside of the clinic as determined by encounter data submitted with the a modifier. CAPS has created a modifier, 22, for each encounter code that IDS Providers can use in order to obtain a higher reimbursement rate to cover travel costs.

PROCESS AND/OR PROCEDURE:

IDS Providers are responsible for appropriately coding each encounter that is delivered outside of the clinic. The following is an out of clinic definition that should be used in determining if the service was delivered outside of the clinic:

“Services provided outside of the provider’s usual office for the purpose of either increasing access, convenience or comfort for the Member or for treatment needs.”

- Location should be documented with each encounter. It should be easily identifiable in the progress note and any other encounter code reporting requirement.
- CAPS will monitor each IDS Provider’s out of clinic service percentage on a monthly basis. This number will be part of the monthly IDS Reports that each agency receives.
- CAPS will re-evaluate with the IDS Advisory Committee the target each for year to determine the appropriate percentage to be used for out of clinic services.
- CAPS will re-evaluate with the IDS Advisory Committee the reimbursement rate for out of clinic services at a minimum on an annual basis.
- Technical assistance for determining if a service is out of clinic or not should be directed to the CAPS Program Supervisor.
- Technical assistance for increasing the percentage of out of clinic services may be obtained from any of the Care Coordinators, Consumer Liaison or Program Supervisor.