

Program Memorandum INTERMEDIARIES\CARRIERS

Department of Health and
Human Services (DHHS)
HEALTH CARE FINANCING
ADMINISTRATION (HCFA)

Transmittal AB-01-01

Date: JANUARY 9, 2001

CHANGE REQUEST 1473

SUBJECT: Upcoming Train the Trainer Sessions on Skilled Nursing Facility Prospective Payment System and Consolidated Billing Update

This Program Memorandum (PM) alerts you to training activities related to Skilled Nursing Facility Prospective Payment System (SNF PPS) and Consolidated Billing Update. Train the trainer sessions will be conducted for fiscal intermediary (FI), carrier, and Durable Medical Equipment Regional Carrier (DMERC) staffs. In turn, you will furnish training for providers in your service area. Provider training should be completed by March 15, 2001. The schedule for these sessions is listed below.

\$ Skilled Nursing Facility Prospective Payment System and Consolidated Billing Update

Sheraton Inner Harbor Hotel, Baltimore, Maryland, January 23-25, 2001. Training on these dates is mandatory for FIs and is for FIs and HCFA regional office staff only. Training for SNF PPS on January 23 will cover an overview of the principles of SNF PPS, medical review (MR), and claims processing and claims adjudication following MR. Consolidated Billing Training on January 24 and 25 for the FIs will emphasize issues such as the use of auto-cancel/unsolicited response. Plan to have staff who are responsible for issues relating to claims processing/systems, MR and provider education/customer service attend these training sessions. To register for the training, go to HCFA's website at www.hcfa.gov/medlearn/event.htm, where you will be given instructions for submitting your registration form directly to the training contractors, Blue Cross/Blue Shield Association. An agenda will also be provided at that website at a later date.

\$ Skilled Nursing Facility Consolidated Billing

Sheraton Inner Harbor Hotel, Baltimore, Maryland, January 24-25, 2001. Training on this date is mandatory for carrier and DMERC staff and is for carrier, DMERC and HCFA regional office staff only. The training will cover issues for carriers and DMERCs related to consolidated billing as it relates to Part A and its relationships to Part B, focusing on claims processing. Training will also emphasize consolidated billing issues such as the use of auto-cancel/unsolicited response. Plan to have staff who are responsible for issues relating to MR, claims processing/systems, and provider education/customer service attend these training sessions. To register for the training, go to HCFA's website at www.hcfa.gov/medlearn/event.htm, where you will be given instructions for submitting your registration form directly to the training contractor, Blue Cross/Blue Shield Association. An agenda will also be provided at that website at a later date.

Take immediate steps to schedule your training and notify providers and other interested entities in your service area concerning times and places for training. This includes posting information on your web site, providing information to your customer service representatives who deal with providers, and contacting relevant provider associations. Keep account of the number of training sessions you hold, attendance, locations, and any other relevant information. Submit a schedule for your training to Cheryl Barton at Cbarton@hcfa.gov. Monitor the progress of your providers and address unanticipated problems that may occur during the implementation of these program changes. Report any significant problems to your regional office contact. More detailed information will be provided to you on the reporting and collection of this information.

You should also take the following steps to ensure that providers and their billing vendors have adequate information about these Medicare program changes and the availability of training:

- Work cooperatively with your Provider Education and Training Advisory Committee and the relevant State associations to coordinate training; and
- Notify providers that relevant training materials, articles and other relevant information will be posted on the HCFA web site at www.hcfa.gov/medlearn.

The effective date for this PM is January 9, 2001.

The implementation date for this PM is January 9, 2001.

This PM may be discarded after December 2001.

Special funding will be provided by HCFA to cover the cost of provider training under this PM.

If you have any questions, contact Cheryl Barton at (410) 786-1114.