

MEDICAL EXPENDITURE PANEL SURVEY

MEDICAL PROVIDER COMPONENT

EVENT FORM

FOR

INSTITUTIONAL PROVIDERS (NON-HOSPITAL FACILITIES)

FOR

REFERENCE YEAR 2013

OMB

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DCS: READ THIS ALOUD ONLY IF REQUESTED BY RESPONDENT.

PRESS NEXT TO CONTINUE IN THIS EVENT FORM

PRESS BREAKOFF TO DISCONTINUE

MEDICAL RECORDS – EVENT DATE

A1. WHAT WERE THE ADMIT AND DISCHARGE DATES OF THE (FIRST/NEXT) STAY?

REFERENCE PERIOD – CALENDAR YEAR 2013

ADMIT:

Month: _____
Day: _____
Year: _____

DISCHARGE:

Month: _____
Day: _____
Year: _____

NOT YET DISCHARGED..... 1

MEDICAL RECORDS – DIAGNOSES

A3. I need the diagnoses for this stay. I would prefer the ICD-9 codes, or the DSM-4 codes, if they are available.

IF CODES ARE NOT USED, RECORD DESCRIPTIONS. RECORD UP TO FIVE ICD-9 CODES OR DESCRIPTIONS.

ICD-9 CODE: _____ DESCRIPTION: _____

CHECK HERE IF THIS IS AN ICD-10 CODE

[SYSTEM WILL ALLOW FOR A MAXIMUM OF 5 ICD-9 CODES TO BE COLLECTED.]

MEDICAL RECORDS – SBD

A2. I need to record the name and specialty of each physician who provided services during the stay starting on (ADMIT DATE) and whose charges might not be included in the facility bill. We are interested in physicians with whom your facility has contractual arrangements, not the patient's private physician.

PROBE FOR MORE THAN ONE RADIOLOGIST, ANETHESIOLOGIST, ETC OR OTHER SEPARATELY BILLING MEDICAL PROFESSIONAL.

IF RESPONDENT IS UNSURE WHETHER A PARTICULAR DOCTOR'S CHARGES ARE INCLUDED IN THE INSTITUTION BILL, RECORD YES HERE.

YES, SEPARATELY BILLING DOCTORS FOR THIS EVENT..... 1
NO SEPARATELY BILLING DOCTORS FOR THIS STAY..... 2
DO NOT HAVE THIS INFORMATION..... 3

If A2 = 1, the system will automatically generate an SBD form at that time to be filled out with MR.

[IF A2=2, 3, or DK/REF/RETRIEVABLE – SKIP TO A4a

IF A2=YES, ASK EF1]

MEDICAL RECORDS – SBD SUBROUTINE

EF1. Can you please provide the full name of the (first/next) physician whose charges might not be included in the hospital bill?

GROUP NAME: _____
PREFIX: _____
FIRST: _____
MIDDLE: _____
LAST: _____
NATIONAL PROVIDER ID: _____

EF3. What is this physician's specialty?

Specialty: _____
If other, please specify: _____

EF2. Did this doctor provide any of the following services for this event: radiology, anesthesiology, pathology, or surgery?

1. Radiology
2. Anesthesiology
3. Pathology
4. Surgery
5. None of the above
6. DON'T KNOW

EF5. How would you describe the role of this doctor for this medical event?

Active Physician/Providing Direct Care.... YES ___ NO ___
Referring Physician..... YES ___ NO ___
Copied Physician..... YES ___ NO ___
Follow-up Physician..... YES ___ NO ___
Department Head..... YES ___ NO ___
Primary Care Physician..... YES ___ NO ___
Some Other Physician..... YES ___ NO ___
None of the above..... YES ___ NO ___
DON'T KNOW..... YES ___ NO ___

(IF OTHER DESCRIBE) What other type of physician?: _____

EF6. ENTER ANY COMMENTS ABOUT THIS SBD INCLUDING ADDITIONAL SERVICE(S) TO THE ONE SELECTED IN EF2

SBDPR1: A diagnosis that you mentioned often involves a [FILL SPECIALTY] and we did not record such persons in the earlier questions about separately billing doctors. Do your records indicate that a [FILL SPECIALTY] was associated with this patient event?

YES=1

NO=2

IF SBDPR1=YES, RETURN USER TO A2

If SBDPR1=NO, ASK SBDPR3

SBDPR3: PROBE WHY THERE WAS NO SBD OF THE EXPECTED TYPES FOR THIS EVENT.

MEDICAL RECORDS – SUMMARY/CONCLUSION

A4a.

PRESS "BREAKOFF" TO CLOSE THIS MEDICAL RECORDS SECTION. CMS WILL ASK WHETHER YOUR MEDICAL RECORDS RESPONDENT HAS ADDITIONAL EVENTS FOR THIS PATIENT.

PRESS "NEXT" WHEN YOU ARE READY TO BEGIN PATIENT ACCOUNTS SECTION.

PATIENT ACCOUNTS – INTRODUCTION

PA_Intro.

I have information from Medical Records that (PATIENT NAME) received health care services (DATE).

NOTE: IF THE ONLY EVENT KNOWN BY PATIENT ACCOUNTS IS WITHIN A DAY OR TWO OF WHAT WAS REPORTED BY MEDICAL RECORDS, ANSWER YES BELOW.

YES, RECORDS FOUND FOR THIS EVENT=..... 1

NO, RECORDS NOT FOUND FOR THIS EVENT=..... 2

NO, OTHER RECORDS PROBLEM=..... 3

[IF Intro = 2 or 3 THEN GO TO EXIT EVENT FORM.]

PATIENT ACCOUNTS – REIMBURSEMENT TYPE

Q5. Was the facility reimbursed for this stay on a fee-for-service basis or capitated basis?

EXPLAIN IF NECESSARY:

Fee-for-service means that the practice was reimbursed on the basis of the services provided. **Capitated basis** means that the patient was enrolled in a prepaid managed care plan where reimbursement is not tied to specific visits.

IF IN DOUBT, CODE FEE-FOR-SERVICE

FEE-FOR-SERVICE BASIS..... 1
CAPITATED BASIS..... 2 (go to Q21a)

IF Q5 =1 GO TO Q6.
IF Q5=2 GO TO Q21a
DK/REF/RETRIEVABLE – CONTINUE TO Q6

PATIENT ACCOUNTS – SERVICES/CHARGES

Q6. What was the **full established charge** for room, board, and basic care for this stay, before any adjustments or discounts, between (ADMIT DATE) and (DISCHARGE DATE/END OF 2013)?

EXPLAIN IF NECESSARY: The **full established charge** is the charge maintained in the facility's master fee schedule for billing private pay patients. It is the "list price" for the service, before consideration of any discounts or adjustments resulting from contractual arrangements or agreements with insurance plans.

IF NO CHARGE: Some facilities that don't charge for each individual service do associate dollar amounts with services in their records for purposes of budgeting or cost analysis. This kind of information is sometimes call a "**charge equivalent**". Could you give me the charge equivalent for this stay?

NOTE: WE NEVER ENTER \$0 FOR A CHARGE

\$_____.

CHECKPOINT: HAVE YOU BEEN ABLE TO DETERMINE THE FULL ESTABLISHED CHARGE?

YES, DID PROVIDE TOTAL CHARGE..... 1
NO, CANNOT PROVIDE TOTAL CHARGE.... 2

[If CHECKPOINT=1 go to Q7. If CHECKPOINT=2 go to Q10.]

PATIENT ACCOUNTS – SOURCES OF PAYMENT

Q7. From which of the following sources has the facility received payment for this charge and how much was paid by each source? Please include all payments that have taken place between (ADMIT DATE) and now for this stay.

SELECT ALL THAT APPLY

[DCS ONLY] IF NAME OF INSURER, PUBLIC, OR HMO, PROBE: And is that Medicare, Medicaid, or private insurance?

[SYSTEM WILL SET UP AS A LOOP, SO NO LIMIT REQUIRED]

OTHER SPECIFY: PROBE FOR SOURCE OF FUNDS AND TYPE OF PLAN.

IF PROVIDER VOLUNTEERS THAT PATIENT PAYS A MONTHLY PREMIUM, VERIFY: So, you receive a

monthly payment rather than payment for the specific service? IF YES: GO BACK TO Q5 AND CODE AS CAPITATED BASIS

- a. Patient or Patient's Family; \$ _____.
- b. Medicare; \$ _____.
- c. Medicaid; \$ _____.
- d. Private Insurance; \$ _____.
- e. VA/Champva; \$ _____.
- f. Tricare; \$ _____.
- g. Worker's Comp; or \$ _____.
- h. Something else?..... \$ _____.

(IF SOMETHING ELSE: What was that? _____)

Q8. [I show the total payment as TOTPAYM / I show the payment as undetermined. / I show the payment as TOTPAYM, although one or more payments are missing] Is that correct?

IF NO, CORRECT ENTRIES ABOVE AS NEEDED.

TOTAL PAYMENTS \$ _____.

[IF Q7 is DK/REF/RETRIEVABLE – CONTINUE TO Q8.

IF Q8 is DK/REF/RETRIEVABLE – CONTINUE TO BOX 1.]

BOX 1

DO TOTAL PAYMENTS EQUAL TOTAL CHARGE?

YES, AND ALL PAID BY PATIENT OR PATIENT'S FAMILY..... 1 (GO TO Q14)

YES, OTHER PAYERS..... 2 (GO TO Q8a)

NO..... 3 (GO TO Q9)

IF, AFTER VERIFICATION, PAYMENTS DO NOT EQUAL CHARGE COMPLETE Q9 AND GO TO Q14

[IF Q6 OR Q8 = DK/REF/RETRIEVABLE, GO TO Q14.]

PATIENT ACCOUNTS – VERIFICATION OF PAYMENT

Q8a: I recorded that the payment(s) you received equal the charge(s). I would like to make sure that I have this recorded correctly. I recorded that the total payment is [SYSTEM WILL DISPLAY TOTAL PAYMENT FROM Q8]. Does this total payment include any other amounts such as adjustments or discounts, or is this the final payment?

IF NECESSARY, READ BACK AMOUNT(S) RECORDED IN Q7.

YES, FINAL PAYMENTS RECORDED IN C4 AND C5... =1 (GO TO Q14)

NO..... =2 (GO BACK TO Q7)

PAYMENTS LESS THAN CHARGES

PLC1: It appears that the total payments were less than the total charge. Is that because...

- a. There were adjustments or discounts YES=1 NO=2
- b. You are expecting additional payment ... YES=1 NO=2
- c. This was charity care or sliding scale YES=1 NO=2
- d. This was bad debt YES=1 NO=2

[If a=1 then show Q9_adjustments.

If b=1 then show Q9_additional.

If [a=1 and b=1] **or** [a=2 and b=2 and c=2 and d=2] then show both Q9_adjustments **and** Q9_additional.

If both c=1 **and** d=1 with no other selection, show neither Q9_adjustments or Q9_additional.

If both c=1 **or** d=1 with no other selection, show neither Q9_adjustments or Q9_additional.]

PATIENT ACCOUNTS – DIFFERENCE BETWEEN PAYMENTS AND CHARGES

Q9: It appears that the total payments were (less than/more than) the total charges. What is the reason for that difference? Please include all adjustment activity that has taken place between (VISIT DATE) and now for (this visit/these visits). Was it a:

Q9_adjustments

PAYMENTS LESS THAN CHARGES:

Adjustment or discount

- a. Medicare limit or adjustment? YES=1 NO=2
- b. Medicaid limit or adjustment? YES=1 NO=2
- c. Private insurance adjustment?..... YES=1 NO=2
- d. Courtesy discount? YES=1 NO=2
- e. Insurance write-off? YES=1 NO=2
- f. Worker's Comp limit or adjustment? YES=1 NO=2
- g. Eligible veteran? YES=1 NO=2
- h. Something else? YES=1 NO=2
(IF SOMETHING ELSE: What was that? _____)

Q9_additional

Are you expecting additional payment from:

IF THE ONLY PAYMENT FOR THIS EVENT WAS A LUMP SUM, ANSWER "NO" TO ALL OPTIONS

Expecting additional payment

- i. Patient or Patient's Family? YES=1 NO=2
- j. Medicare? YES=1 NO=2
- k. Medicaid? YES=1 NO=2
- l. Private Insurance? YES=1 NO=2
- m. VA/Champva? YES=1 NO=2

- n. Tricare? YES=1 NO=2
- o. Worker's Comp? YES=1 NO=2
- p. Something else YES=1 NO=2
(IF SOMETHING ELSE: What was that? _____)

Q9_exceeded

- q. Charity care or sliding scale?..... YES=1 NO=2
- r. Bad debt?..... YES=1 NO=2

Q9_extra

It appears that the total payments were more than the total charges. What is the reason for that difference? Please include all adjustment activity that has taken place between (DATE) and today. Was it (a)

PAYMENTS MORE THAN CHARGES:

- s. Medicare adjustment?..... YES=1 NO=2
- t. Medicaid adjustment?..... YES=1 NO=2
- u. Private insurance adjustment?..... YES=1 NO=2
- v. Something else?..... YES=1 NO=2
(IF SOMETHING ELSE: What was that? _____)

[After Q9 - GO TO Q14]

PATIENT ACCOUNTS – RATES/CHARGES

Q10: Can you tell me what the facility's full established daily rate for room and board and basic care was during this stay?

\$ _____ . _____

RATE PROVIDED..... 1
RATE CHANGED DURING STAY.... 2

[If Q10=1 go to Q11.
If Q10=2 go to Q12.]

Q11: This stay for [PATIENT] that we are discussing lasted [STAYDAYS.] For how many days was the patient charged during this stay? Please give only the days during 2013.

_____ # DAYS

DAYS PROVIDED..... 1
DAYS NOT REPORTED... 2

[IF RESPONDENT CAN'T PROVIDE TOTAL DAYS, GO TO Q12. ELSE GO TO Q11a.]

PATIENT ACCOUNTS – SOURCES OF PAYMENT 2

Q11a. From which of the following sources has the facility received payment for these charges and how much was paid by each source? Please include all payments that have taken place between (ADMIT DATE) and now for this stay.

SELECT ALL THAT APPLY

[DCS ONLY] IF NAME OF INSURER, PUBLIC, OR HMO, PROBE: And is that Medicare, Medicaid, or private insurance?

[SYSTEM WILL SET UP AS A LOOP, SO NO LIMIT REQUIRED]

OTHER SPECIFY: PROBE FOR SOURCE OF FUNDS AND TYPE OF PLAN.

IF PROVIDER VOLUNTEERS THAT PATIENT PAYS A MONTHLY PREMIUM, VERIFY: So, you receive a monthly payment rather than payment for the specific service? IF YES: GO BACK TO Q5 AND CODE AS CAPITATED BASIS

- a. Patient or Patient's Family; \$ _____.
 - b. Medicare; \$ _____.
 - c. Medicaid; \$ _____.
 - d. Private Insurance; \$ _____.
 - e. VA/Champva; \$ _____.
 - f. Tricare; \$ _____.
 - g. Worker's Comp; \$ _____.
 - h. Something else?..... \$ _____.
- (IF SOMETHING ELSE: What was that? _____)

Q11b. [I show the total payment as TOTPAYM / I show the payment as undetermined. / I show the payment as TOTPAYM, although one or more payments are missing] . Is that correct?
IF NO, CORRECT ENTRIES ABOVE AS NEEDED.

TOTAL PAYMENTS

[If Q11b=1 go to Q14.
If Q11b=2 go to Q11a.

Q11a - DK/REF/RETRIEVABLE – CONTINUE TO Q11b.
Q11b - DK/REF/RETRIEVABLE – CONTINUE TO Q14.]

PATIENT ACCOUNTS – BILLING PERIOD INFORMATION WITH PAYMENTS

Q12. (Perhaps it would be easier if you gave me information about payments by billing period.) What was the billing start date?

Month: _____
Day: _____
Year: _____

Q12a. What was your billing end date?

Month: _____

Day: _____

Year: _____

Q12-1. BILLING PERIOD IS BETWEEN M#/ D#/ Y# and M#/D#/ Y# Thanks, that means there were (#) days in your billing period. Between (M#/ D#/ Y# and M#/D#/ Y#), how many days was the patient charged for room, board and basic care?

_____ # BILLED DAYS

[IF #BILLED DAYS IS LESS THAN TOTAL DAYS IN STAY from Q12 and Q12a, go to Q12-1a else go to Q12-2.]

Q12-1a. The number of days the patient was charged for room, board and basic care was (Q12-1) days and that is less than the number of days in the billing period, (TOTAL DAYS IN STAY). Do you know why?

Q12-2. Between (M#/ D#/ Y# and M#/D#/ Y#), what was the private pay rate for room, board and basic care (PATIENT NAME) received? If the rate changed, please give me the initial rate.

\$_____.____

12-3. How many days was that rate applied during this billing period?

_____ # DAYS

[Q12-3: If **Q12-2** is less than **Q12-3** go to Q12-Intro, else record Q12-2 in Q12-8 and continue to Q13.]

12-Intro. I see that the rate of (**Q12-2**) applied for (**Q12-3**) days, although your billing period was (Q12-1) long. I need to ask some questions to help account for the entire billing period.

12-2A. Between (M#/ D#/ Y# and M#/D#/ Y#), what other private pay rate applied to the basic care that (PATIENT NAME) received?

\$_____.____

12-3A. On what date did this rate of (**12-2A**) begin?

Month: _____

Day: _____

Year: _____

12-4A. During this billing period, how many days was that rate of (**12-2A**) applied?

DAYS: _____

12-5A. Why did the rate change? CODE ONLY ONE.

- LEVEL OF CARE..... 1
- PATIENT DISCHARGED TO HOSPITAL..... 2
- PATIENT DISCHARGED TO COMMUNITY..... 3
- PATIENT DISCHARGED TO OTHER FACILITY.... 4
- RATE INCREASE..... 5
- ROOM CHANGE..... 6
- OTHER, SPECIFY..... 7

[Q12-5A: If [Q12-1] is more than [12-3 + 12-4a] ask Q12-2A to Q12-5A, else go to Q12-7. This means that we should administer Q12-A to Q12-5A until we "get up to" the end-of-billing period reported in Q12a.]

12-7. Is (RATE IN 12-2a) the private pay rate that applied at the end of the billing period?

- YES..... 1
- NO..... 2

[If Q12-7=1 skip to 12-9.
If Q12-7=2 continue to Q12-8 and record rate at end of billing period.]

12-8. What was the private pay rate that applied at the end of the billing period?

\$_____.

PATIENT ACCOUNTS – SOURCES OF PAYMENT 3

Q13. From which of the following sources did the facility receive payments for this billing period and how much was paid by each source? Please include all payments that have taken place between (ADMIT DATE) and now for this stay.

SELECT ALL THAT APPLY

[DCS ONLY] IF NAME OF INSURER, PUBLIC, OR HMO, PROBE: And is that Medicare, Medicaid, or private insurance?

[SYSTEM WILL SET UP AS A LOOP, SO NO LIMIT REQUIRED]

OTHER SPECIFY: PROBE FOR SOURCE OF FUNDS AND TYPE OF PLAN.

IF PROVIDER VOLUNTEERS THAT PATIENT PAYS A MONTHLY PREMIUM, VERIFY: So, you receive a monthly payment rather than payment for the specific service? IF YES: GO BACK TO Q5 AND CODE AS

CAPITATED BASIS

- a. Patient or Patient's Family; \$ _____.
- b. Medicare; \$ _____.
- c. Medicaid; \$ _____.
- d. Private Insurance; \$ _____.
- e. VA/Champva; \$ _____.
- f. Tricare; \$ _____.
- g. Worker's Comp; \$ _____.
- h. Something else?..... \$ _____.

(IF SOMETHING ELSE: What was that? _____)

Q13a. [I show the total payment as TOTPAYM / I show the payment as undetermined. / I show the payment as TOTPAYM, although one or more payments are missing] IF NO, CORRECT ENTRIES ABOVE AS NEEDED.

TOTAL PAYMENTS

[Q13 - DK/REF/RETRIEVABLE – CONTINUE TO Q13a

Q13a - DK/REF/RETRIEVABLE – CONTINUE TO Q14]

PATIENT ACCOUNTS – ANCILLARY CHARGES

Q14. Did (PATIENT NAME) have any health-related ancillary charges for this stay? That is, were there charges for additional services not included in the basic rate?

YES..... 1

NO..... 2

[If Q14=1 go to Q15. If Q14=2 go to Q22.

Q14 - DK/REF/RETRIEVABLE – CONTINUE TO Q15]

PATIENT ACCOUNTS – TOTAL ANCILLARY CHARGES

Q15. What was the total of full established charges for health-related ancillary care during this stay? Please exclude charges for non-health related services such as television, beautician services, etc.

EXPLAIN IF NECESSARY: Ancillaries are facility charges that are not included in the basic charge. Ancillary charges may include laboratory, radiology, drugs and therapy (physical, speech, occupational).

TOTAL CHARGES: \$ _____.

YES, PROVIDED..... 1

CAN'T SEPARATE HEALTH AND NON-HEALTH ANCILLARY CHARGES... 2

CAN'T GIVE TOTAL HEALTH-RELATED ANCILLARY CHARGES..... 3

IF NO CHARGE Some facilities that don't charge for each individual service do associate dollar amounts with services

for purposes of budgeting or cost analysis. This is sometimes called a “charge equivalent”. Could you give me the total of the charge equivalents for health-related ancillary care during this stay?

PATIENT ACCOUNTS – SOURCES OF PAYMENT 4

Q16. From which of the following sources has the facility received payment for these charges and how much was paid by each source? Please include all payments that have taken place between (ADMIT DATE) and now for this stay. SELECT ALL THAT APPLY

[DCS ONLY] IF NAME OF INSURER, PUBLIC, OR HMO, PROBE: And is that Medicare, Medicaid, or private insurance?

[SYSTEM WILL SET UP AS A LOOP, SO NO LIMIT REQUIRED]

OTHER SPECIFY: PROBE FOR SOURCE OF FUNDS AND TYPE OF PLAN.

- a. Patient or Patient's Family; \$ _____.
 - b. Medicare; \$ _____.
 - c. Medicaid; \$ _____.
 - d. Private Insurance; \$ _____.
 - e. VA/Champva; \$ _____.
 - f. Tricare; \$ _____.
 - g. Worker's Comp; \$ _____.
 - h. Something else?..... \$ _____.
- (IF SOMETHING ELSE: What was that? _____)

Q17. [I show the total payment as TOTPAYM / I show the payment as undetermined. / I show the payment as TOTPAYM, although one or more payments are missing] Is that correct? IF NO, CORRECT ENTRIES ABOVE AS NEEDED.

TOTAL PAYMENTS \$ _____.

[Q16 - DK/REF/RETRIEVABLE – CONTINUE TO Q17
Q17 - DK/REF/RETRIEVABLE – CONTINUE TO BOX 2]

BOX 2

DO TOTAL PAYMENTS EQUAL TOTAL CHARGES?

- YES, AND ALL PAID BY PATIENT OR PATIENT'S FAMILY.... - 1 (GO TO Exit)**
- YES, OTHER PAYERS..... - 2 (GO TO Q17a)**
- NO, PAYMENTS < CHARGES - 3 (GO TO PLC1)**
- NO, PAYMENTS > CHARGES - 4 (GO TO Q6_EXCEEDED)**

PATIENT ACCOUNTS – VERIFICATION OF PAYMENT 2

Q17a: I recorded that the payment(s) you received equal the charges. I would like to make sure that I have this recorded correctly. I recorded that the total payment is [SYSTEM WILL DISPLAY TOTAL PAYMENT FROM Q17]. Does this total payment include any other amounts such as adjustments or discounts, or is this the final payment?
 IF NECESSARY, READ BACK AMOUNT(S) RECORDED IN Q16.

YES, FINAL PAYMENTS RECORDED IN Q16 AND Q17... =1
 NO..... =2

[IF Q17aEQPAYOK=1 GO TO Q22.
 IF Q17aEQPAYOK=2 GO TO Q16.]

PAYMENTS LESS THAN CHARGES

PLC2: It appears that the total payments were less than the total charge. Is that because...

- a. There were adjustments or discounts YES=1 NO=2
- b. You are expecting additional payment ... YES=1 NO=2
- c. This was charity care or sliding scale YES=1 NO=2
- d. This was bad debt YES=1 NO=2

[If a=1 then show Q18_adjustments.

If b=1 then show Q18_additional.

If [a=1 and b=1] **or** [a=2 and b=2 and c=2 and d=2] then show both Q18_adjustments **and** Q18_additional.

If both c=1 **and** d=1 with no other selection, show neither Q18_adjustments or Q18_additional.

If both c=1 **or** d=1 with no other selection, show neither Q18_adjustments or Q18_additional.]

PATIENT ACCOUNTS – DIFFERENCE BETWEEN PAYMENTS AND CHARGES

Q18: It appears that the total payments were (less than/more than) the total charges. What is the reason for that difference? Please include all adjustment activity that has taken place between (ADMIT DATE) and now for this stay.

Q18_adjustments

PAYMENTS LESS THAN CHARGES:

Adjustment or discount

- a. Medicare limit or adjustment? YES=1 NO=2
- b. Medicaid limit or adjustment? YES=1 NO=2
- c. Private insurance adjustment? YES=1 NO=2
- d. Courtesy discount? YES=1 NO=2
- e. Insurance write-off? YES=1 NO=2
- f. Worker's Comp limit or adjustment? YES=1 NO=2
- g. Eligible veteran? YES=1 NO=2
- h. Something else? YES=1 NO=2
 (IF SOMETHING ELSE: What was that? _____)

Q18_additional

Are you expecting additional payment from:

IF THE ONLY PAYMENT FOR THIS EVENT WAS A LUMP SUM, ANSWER "NO" TO ALL OPTIONS

Expecting additional payment

- i. Patient or Patient's Family? YES=1 NO=2
- j. Medicare? YES=1 NO=2
- k. Medicaid? YES=1 NO=2
- l. Private Insurance? YES=1 NO=2
- m. VA/Champva? YES=1 NO=2
- n. Tricare? YES=1 NO=2
- o. Worker's Comp? YES=1 NO=2
- p. Something else YES=1 NO=2
(IF SOMETHING ELSE: What was that? _____)

Q18_exceeded

Do the charges exceed payments because of

- q. Charity care or sliding scale?..... YES=1 NO=2
- r. Bad debt?..... YES=1 NO=2

Q18_extra

It appears that the total payments were more than the total charges. What is the reason for that difference? Please include all adjustment activity that has taken place between (DATE) and today. Was it (a)

PAYMENTS MORE THAN CHARGES:

- s. Medicare adjustment?..... YES=1 NO=2
- t. Medicaid adjustment?..... YES=1 NO=2
- u. Private insurance adjustment?..... YES=1 NO=2
- v. Something else?..... YES=1 NO=2
(IF SOMETHING ELSE: What was that? _____)

[After **Q18** - GO TO Q22]

PATIENT ACCOUNTS – BILLING PERIOD INFORMATION 2

Q19: Perhaps it would be easier if you gave me the information about ancillary charges by billing period.

- a. First, what was the start date of the first billing period in which (PATIENT NAME) was a patient?
ENTER MONTH ONLY IF BILLING PERIOD IS MONTHLY.
(MONTH)
or
(START DATE)
- b. And what was the end date? (END DATE)
- c. What was the total of full established charges for health-related ancillary care during this billing period?

Please exclude charges for non-health related services such as television, beautician services, etc.
\$_____.

PATIENT ACCOUNTS – SOURCES OF PAYMENT 5

Q20. From which of the following sources did the facility receive payments for **ancillary charges** for the billing period that began (BILLING PERIOD DATE) and how much was paid by each source? Please include all payments that have taken place between (ADMIT DATE) and now for this stay. **SELECT ALL THAT APPLY**

- a. Patient or Patient's Family; \$_____.
- b. Medicare; \$_____.
- c. Medicaid; \$_____.
- d. Private Insurance; \$_____.
- e. VA/Champva; \$_____.
- f. Tricare; \$_____.
- g. Worker's Comp; \$_____.
- h. Something else?..... \$_____.

(IF SOMETHING ELSE: What was that? _____)

Q20a. [SYSTEM WILL GENERATE AFTER Q20 FOR EACH BILLING PERIOD IN Q19]

I show the total payment as [SYSTEM WILL COMPUTE AND DISPLAY TOTAL]. Is that correct?

IF NO, CORRECT ENTRIES ABOVE AS NEEDED.

[Q20a=NO RETURN USER TO Q20, ELSE CONTINUE TO FINISH.

[Q20a - DK/REF/RETRIEVABLE NOT ALLOWABLE.]

PATIENT ACCOUNTS – CAPITATED BASIS

Q21a. What kind of insurance plan covered the patient for this stay? Was it:

[DCS ONLY] IF NAME OF INSURER, PUBLIC, OR HMO, PROBE: And is that Medicare, Medicaid, or private insurance?

OTHER SPECIFY: PROBE FOR SOURCE OF FUNDS AND TYPE OF PLAN.

- a. Medicare? YES=1 NO=2
- b. Medicaid? YES=1 NO=2
- c. Private Insurance? YES=1 NO=2
- d. VA/Champva? YES=1 NO=2
- e. Tricare? YES=1 NO=2
- f. Worker's Comp? YES=1 NO=2
- g. Something else YES=1 NO=2

(IF SOMETHING ELSE: What was that? _____)

Q21b. What was the monthly payment from that plan?

\$_____.

Q21c. Was there a co-payment for (this visit/these visits/this stay)?

YES..... 1

NO..... 2 (GO TO Q21e)

[If Q21=2 GO TO Q21g

If Q21a - DK/REF/RETRIEVABLE – CONTINUE TO Q21b

If Q21b - DK/REF/RETRIEVABLE – CONTINUE TO Q21c

If Q21c - DK/REF/RETRIEVABLE – GO TO Q21g.]

Q21d. How much was the co-payment?

\$_____.

per

DAY..... 1

WEEK..... 2

MONTH..... 3

OTHER..... 4

SPECIFY:_____

Q21e. For how many (days/weeks/months/other) was the co-payment paid?

_____#

QC21f. Who paid the co-payment? Was it:

[DCS ONLY] IF NAME OF INSURER, PUBLIC, OR HMO, PROBE: And is that Medicare, Medicaid, or private insurance?

- a. Patient or Patient's Family? YES=1, NO=2
 - b. Medicare? YES=1, NO=2
 - c. Medicaid? YES=1, NO=2
 - d. Private Insurance? YES=1, NO=2
 - e. Something else? YES=1, NO=2
- (IF SOMETHING ELSE: What was that?)

[If Q21d - DK/REF/RETRIEVABLE – CONTINUE TO Q21e

If Q21e - DK/REF/RETRIEVABLE – CONTINUE TO Q21f

If Q21f - DK/REF/RETRIEVABLE – GO TO Q21g.]

Q21g. Do your records show any other payments for this stay?

YES..... 1

NO..... 2

[If Q21g=1 go to Q21h else go to EXIT SCREEN
Q21g - DK/REF/RETRIEVABLE ALLOWABLE]

Q21h. From which of the following other sources has the facility received payment for this stay and how much was paid by each source? Please include all payments that have taken place between (ADMIT DATE) and now for this stay.

SELECT ALL THAT APPLY

[DCS ONLY] IF NAME OF INSURER, PUBLIC, OR HMO, PROBE: And is that Medicare, Medicaid, or private insurance?

OTHER SPECIFY: **PROBE FOR SOURCE OF FUNDS AND TYPE OF PLAN.**

- a. Patient or Patient's Family; \$ _____.
 - b. Medicare; \$ _____.
 - c. Medicaid; \$ _____.
 - d. Private Insurance; \$ _____.
 - e. VA/Champva; \$ _____.
 - f. Tricare; \$ _____.
 - g. Worker's Comp; \$ _____.
 - h. Something else?..... \$ _____.
- (IF SOMETHING ELSE: What was that? _____)

FINISH SCREEN

PRESS VALIDATE TO COMPLETE THIS EVENT FORM.