

GOVERNMENT OF THE DISTRICT OF COLUMBIA
Department of Health Care Finance



Office of the Senior Deputy Director/Medicaid Director

Transmittal # 18-02

TO: District of Columbia Medicaid Hospice and Nursing Home Providers

FROM: Claudia Schlosberg, J.D. *CS*
Senior Deputy Director and State Medicaid Director

DATE: January 31, 2018

SUBJECT: REVISED Hospice Policy and Procedure: *New* Prior Authorization Process for Nursing Facility Room and Board

The purpose of this transmittal is to notify Hospice providers and Nursing Facility providers of a change in the authorization process for the Hospice Room and Board reimbursement. Under the current process, the Hospice provider obtains a prior authorization (PA) from the District of Columbia Quality Improvement Organization (QIO) and coordinates a reimbursement methodology with the respective Nursing Facility (NF).

Starting on February 1, 2018, the NF will be reimbursed directly by DHCF. The Hospice provider will no longer bill for revenue code 0659 (room and board), but will continue to obtain an authorization for 0651 (routine hospice).

The NF provider will be required to obtain a PA from the QIO. The following documents shall be submitted with the request for hospice room and board:

1. A completed 719A form requesting revenue code 0659;
2. A Medical Practitioner order for inpatient Hospice service;
3. A completed and dated Hospice election and physician certification form; and
4. Supporting clinical documentation

The NF must acquire an authorization for each election period. The election periods for hospice room and board are:

1. Initial election period – ninety (90) day period
2. Second election period – ninety (90) day period
3. Third election period – single sixty (60) day period
4. Subsequent election periods – every thirty (30) days

The required documents shall be submitted to the QIO prior to each election period. The current QIO is Qualis Health. NFs can register for access to the Qualis web portal or make changes to a current registration by submitting a request to dcproviders@qualishealth.org. The phone number to contact Qualis is (202) 251-8890.

A grace period of 30 days will be granted to obtain authorizations for the month of February 2018.

If you have any questions about this transmittal, please contact Cavella Bishop, Program Manager, Clinicians Pharmacy and Acute Provider Services, at (202)724-8936 or cavella.bishop@dc.gov.

cc: Medical Society of the District of Columbia
DC Hospital Association
DC Primary Care Association
DC Health Care Association
DC Home Care Association
DC Behavioral Health Association
DC Coalition of Disability Service Providers