

April 7, 2009

Montana Healthcare Programs Notice

Psychiatric Residential Treatment Facility, Mental Health Center, Targeted Case Management—Mental Health

Second Document of Frequently Asked Questions About Targeted Case Management (TCM) in Psychiatric Residential Treatment Facilities (PRTFs)

Effective March 1, 2009

The bundled PRTF reimbursement change was effective March 1, 2009, per Administrative Rule 37.87.1222 and 1223. PRTFs are responsible to pay for all medical and ancillary services the youth needs while in their facility. TCM services are ancillary services. The PRTF can provide TCM services to youth in their facility directly and/or indirectly through a mental health center (MHC) with the appropriate endorsement. In-state PRTF medical and ancillary expenses will be cost settled at the end of the state fiscal year. Out-of-state PRTFs will include medical and ancillary expenses in their usual and customary reimbursement rate. The following questions and responses indicate how PRTFs can reimburse for TCM services and what expenses can be included for the in-state PRTF cost report and out-of-state PRTF usual and customary rate.

- 1. If a PRTF provides TCM services in-house and also contracts or works with a mental health center (MHC) in Montana to provide TCM services for the same youth, can both TCMs be reimbursed?**

(For example, when the PRTF TCM makes a referral for MHC TCM services and has a treatment team meeting with the MHC TCM, before the youth's discharge, can both be reimbursed?)

Response:

While the youth is in the PRTF, TCM services may be provided by more than one individual in the PRTF and/or by an MHC TCM. However, more than one TCM may not be reimbursed for the same youth at the same time. When more than one person is providing TCM to the same youth, the role and function of each must be clearly delineated in order to avoid duplication of the service.

- 2. Can more than one staff member of the PRTF provide TCM services to youth in their facility and who can provide TCM services in the PRTF? (For example, can the psychiatrist, therapist and care manager all provide TCM services?)**

Response:

Yes, more than one staff member of the PRTF can provide TCM services. However, only one TCM will be reimbursed at the same time on the same day. If more than one staff member is providing TCM services to a youth in the PRTF, documentation must include the date, start and stop time, and type of TCM service provided.

If the PRTF and MHC provide TCM services during the same time period, both must track the date and time services are provided, so no more than one TCM is reimbursed for the same time.

According to CFR 42 Part 482.43 (a) a hospital must identify at an early stage of hospitalization all patients who are likely to suffer adverse health consequences upon discharge if there is no adequate discharge planning. Per (2) a registered nurse, social worker, or other appropriately qualified personnel must develop, or supervise the development of, the evaluation.

TCM services provided by the PRTF are reimbursable if provided by a registered nurse, social worker or other appropriately qualified staff member to evaluate the need for and provide TCM services related to discharge planning.

- 3. Can the PRTF provide the MHC TCM monthly updates if the MHC is keeping the case and authorization open? If yes, can the PRTF reimburse the MHCs for this activity, either at the time or prior to discharge?**

Response:

Whether to provide the MHC TCM monthly updates on an open case is up to the PRTF and MHC to decide. However, reading monthly updates is not a reimbursable activity for TCM so the PRTF cannot recover any costs for it.

- 4. Is there a limit on the number of units/hours of TCM a youth can receive while in a PRTF, whether it is the PRTF or MHC providing the TCM services?**

Response:

No, there is no limit for TCM in a PRTF. However, documentation in the PRTF medical record must support the medical necessity for TCM services in a PRTF provided either directly or indirectly by the MHC.

- 5. What is the reimbursement rate for TCM services in a PRTF, and does the rate depend on whether services are provided in-house or by an MHC?**

Response:

Reimbursement for TCM services is the same, whether provided by the PRTF in-house or by an MHC. The procedure code, modifier, unit and reimbursement rate are on the current Medicaid Mental Health fee schedule (July 1, 2008, is the most current fee schedule). Procedure

code and modifier T1016 HA must be used to track TCM services provided. The reimbursement rate is \$12.61 per 15-minute unit. Please follow the billable unit chart below when tracking units.

Out-of-state PRTFs are reimbursed 50 percent of their usual and customary charges for psychiatric, medical and ancillary services. Their medical and ancillary usual and customary charge may not be set at more than twice the cost of procuring the service. For TCM services procured, the charge could be up to \$25.22 per 15-minute unit.

To bill for: Services must last a minimum of:

1 unit	Greater than 8 minutes and less than 23 minutes
2 units	Greater than or equal to 23 minutes and less than 38 minutes
3 units	Greater than or equal to 38 minutes and less than 53 minutes
4 units	Greater than or equal to 53 minutes and less than 68 minutes
5 units	Greater than or equal to 68 minutes and less than 83 minutes
6 units	Greater than or equal to 83 minutes and less than 98 minutes

6. If a PRTF provides TCM services in-house, is it necessary to have a TCM assessment and TCM care plan separate from the assessments and discharge plan already required of a PRTF?

Response:

No, the TCM assessment can be incorporated into the discharge plan. PRTFs are required to evaluate the need for discharge planning and develop a discharge plan for each youth shortly after admission to the facility. Whether a PRTF provides TCM services in-house, or through an MHC, TCM activities must be included on the youth's discharge plan and documented in the medical record.

7. What type of documentation is required when a PRTF provides TCM services in-house or when the PRTF works with an MHC for TCM services?

Response:

Whether the PRTF provides the TCM services directly or through an MHC, PRTFs must meet the documentation requirements in the "Maintenance of records and auditing" section of the General Medicaid Administrative Rules 37.85.414. Per 37.85.414 (1) all providers of service must maintain records which fully demonstrate the extent, nature and medical necessity of services and items provided to Montana Medicaid recipients. The records must support the fee charged or payment sought for the services and items and demonstrate compliance with all applicable requirements.

8. What is included in TCM services provided in a PRTF?

Response:

PRTFs will be reimbursed for providing in-house the following TCM services for the purpose of discharge planning: (1) referral and related activities; (2) assisting the youth in obtaining needed services; (3) linking youth with needed medical, social and educational services; (4)

assisting youth and family in accessing natural and community supports and activities and completing requests for room and board for therapeutic group home, foster care or other supplemental services through CMHB regional program officers. PRTFs may arrange or contract with MHC TCMs to provide these services or other TCM services. Other services include monitoring youth for changes in status and service needs upon discharge, making contacts with family members, providers and others, and/or advocating for treatment in the least restrictive environment.

9. The PRTFs are not sure how to contract with the MHCs for TCM services. Does the Department have any recommendations or suggestions?

Response:

It is up to the PRTFs to develop contracts with an MHC for TCM services if they choose. However, the PRTF may want to include the following items in a contract:

- Who will be provided TCM services;
- Duration of the contract;
- A description of the TCM services to be provided;
- Who will be providing TCM services;
- TCM documentation requirements;
- The clinical information or documents to be provided by the PRTF when a referral for TCM services is made;
- How much advance notice is needed when making a referral for TCM and other community services;
- How and when client information will be shared;
- Billing and documentation requirements; etc.

Contact Information

For claims questions or additional information, contact Provider Relations:

Provider Relations toll-free in- and out-of-state: 1-800-624-3958

Helena: (406) 442-1837

E-mail: MTPRHelpdesk@ACS-inc.com

Visit the Provider Information website:

<http://www.mtmedicaid.org>