

# 2015-2016 Medicare Part B Reimbursement Program



This guide includes:

- ✓ Medicare Enrollment Process
- ✓ Covered Services
- ✓ Medicare Billing Guidelines
- ✓ NGS Connex Overview
- ✓ Contracting Process

# Medicare Part B Billing Services

- Our program now offers Medicare Part B billing services for the cost and administration of the influenza and pneumococcal vaccines
- Providers must be currently enrolled as a Medicare provider and must continue to maintain their Medicare enrollment status
- CHCF will charge a fee of 10% of paid claims
- Medicare will continue to pay you directly. You can pay the 10% fee by indicating in our contract if you would like:
  - An invoice at the end of the season
  - The fee to be removed off the top of your commercial vaccine payment



# Medicare Enrollment

- In order to bill Medicare Part B claims you must enroll as a Medicare Provider
- Enrollment in Medicare involves the following
  - Obtain an National Provider Identification Number (NPI)
    - <https://nppes.cms.hhs.gov/NPPES>
  - Complete the Medicare Enrollment Application
    - <https://www.cms.gov/Medicare/CMS-Forms/CMS-Forms/downloads/cms855b.pdf>
- You will submit your Medicare application to National Government Services (NGS), the billing intermediary for Medicare
- Webinars on Medicare enrollment through the online PECOS system can be found here: [www.ngsmedicare.com](http://www.ngsmedicare.com) under Part B and Education
  - Dates: 8/19, 8/26
- You can still choose to roster bill Medicare on your own

# Making UMass Your Billing Agent

- In order for us to submit electronic claims on your behalf you must add UMass as a billing agent to your Medicare profile
  - Step by step instructions can be found here: [Change of Billing Agency Instructions](#)
- You must also authorize us to submit your claims electronically
  - Call (800) 890-2986 and ask for your EDI Claims Submission Form
  - We fill out the forms for you and you simply have your authorized official sign and e-mail or fax the forms back to us
- Once these forms are completed we can continuously submit Medicare claims on your behalf



# What Can A Billing Agent Do?

- As a billing agent, we deal with all aspects of your Medicare claiming
  - Submit claims
  - Follow up on denied claims
  - Resubmit claims when necessary
  - Review required Medicare paperwork as needed
- Billing agents cannot:
  - Speak to NGS on your behalf regarding anything other than a claim
  - Update your Medicare enrollment
  - Handle your revalidation with Medicare
- As a provider you are responsible for:
  - Maintaining your enrollment status
  - Receiving all communications regarding your Medicare provider status
  - Receiving Medicare payments
  - Notifying us of any changes in your enrollment status that would prevent claims submission

# NGSConnex

- NGSConnex is an online portal that helps you manage your Medicare billing
- Features include:
  - Review financial data
  - Check claim status and line level detail
  - View claims included on specific checks
  - Check beneficiary eligibility
- Access NGSConnex here: <http://www.ngsconnex.com/>
- Through NGSConnex you will be able to see when we submit your claims, when claims are paid, the patient detail of claims submitted and the amount of each of your payments

# Medicare Revalidation

- Medicare is requiring all of its providers to revalidate their enrollment under new enrollment screening criteria
- You will need to complete the re-validation process once requested by Medicare
- Revalidation is requested approximately every 5-10 years
- Check your re-validation status here at: <http://www.cms.gov/Medicare/Provider-Enrollment-and-Certification/MedicareProviderSupEnroll/Revalidations.html>
- We are more than happy to review your revalidation application for you

