New York State
150003 Billing Guidelines

PODIATRY

Version 2012 - 01

1/9/2012

eMedNY is the name of the electronic New York State Medicaid system. The eMedNY system allows New York Medicaid providers to submit claims and receive payments for Medicaid-covered services provided to eligible members.

eMedNY offers several innovative technical and architectural features, facilitating the adjudication and payment of claims and providing extensive support and convenience for its users.

The information contained within this document was created in concert by DOH and eMedNY. More information about eMedNY can be found at www.emedny.org.

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For eMedNY Billing Guideline questions, please contact the eMedNY Call Center 1-800-343-9000.

1. Purpose Statement

The purpose of this document is to augment the General Billing Guidelines for professional claims with the NYS Medicaid specific requirements and expectations for Podiatry services.

For providers new to NYS Medicaid, it is required to read the General Professional Billing Guidelines available at www.emedny.org by clicking: General Professional Billing Guidelines.

2. Claims Submission

Podiatrists can submit their claims to NYS Medicaid in electronic or paper formats.

2.1 Electronic Claims

Podiatrists who choose to submit their Medicaid claims electronically are required to use the HIPAA 837 Professional (837P) transaction.

2.2 Paper Claims

Podiatrists who choose to submit their claims on paper forms must use the New York State eMedNY-150003 claim form.

To view a sample Podiatry eMedNY-150003 claim form, see Appendix A below. The displayed claim form is a sample and is for illustration purposes only.

2.3 Podiatry Services Billing Instructions

This subsection of the Billing Guidelines covers the specific NYS Medicaid billing requirements for Podiatrists. Although the instructions that follow are based on the eMedNY-150003 paper claim form, they are also intended as a guideline for electronic billers to find out what information they need to provide in their claims. For further electronic claim submission information, refer to the eMedNY 5010 Companion Guide which is available at www.emedny.org by clicking: eMedNY Transaction Information Standard Companion Guide.

It is important that providers adhere to the instructions outlined below. Claims that do not conform to the eMedNY requirements as described throughout this document may be rejected, pended, or denied.

2.3.1 eMedNY - 150003 Claim Form Field Instructions

Days or Units (Field 24I)

837P Ref: Loop 2400 SV104

If a procedure was performed and approved by Medicare more than one time on the same date of service, enter the number of times in this field. If the procedure was performed only one time, this field may be left blank.

Note: Medicaid only pays for podiatry services for members with active coverage that are under the age of 21.

3. Remittance Advice

The Remittance Advice is an electronic, PDF or paper statement issued by eMedNY that contains the status of claim transactions processed by eMedNY during a specific reporting period. Statements contain the following information:

- A listing of all claims (identified by several items of information submitted on the claim) that have entered the computerized processing system during the corresponding cycle
- The status of each claim (denied, paid or pended) after processing
- The eMedNY edits (errors) that resulted in a claim denied or pended
- Subtotals and grand totals of claims and dollar amounts
- Other pertinent financial information such as recoupment, negative balances, etc.

The General Remittance Advice Guidelines contains information on selecting a remittance advice format, remittance sort options, and descriptions of the paper Remittance Advice layout. This document is available at www.emedny.org by clicking: General Remittance Billing Guidelines.

APPENDIX A
CLAIM SAMPLES

The eMedNY Billing Guideline Appendix A: Claim Samples contains an image of a claim with sample data.

MEDICAL ASSISTANCE HEALTH INSURANCE CLAIM FORM TITLE XIX PROGRAM

PATIENT AND INSURED (SUBSCRIBER) INFORMATION

ONLY TO BE USED TO ADJUST/VOID PAID CLAIM | A CODE V | ORIGINAL TRANSACTION CONTROL NUMBER

DO NOT STAPLE IN BARCODE AREA

1. PATIENT'S NAME (First, middle, last): SUSAN SAMPLE
2. DATE OF BIRTH: 0 5 2 0 1 9 9 0
2A. TOTAL ANNUAL FAMILY INCOME
3. INSURED'S NAME (First name, middle initial, last name)
4. PATIENT'S ADDRESS (Street, City, State, Zip Code)
5. INSURED'S SEX: MALE / FEMALE
5A. PATIENT'S SEX: MALE / FEMALE: X
6. MEDICARE NUMBER
6A. MEDICAID NUMBER: X X 1 2 3 4 5 X
5B. PATIENT'S TELEPHONE NUMBER
6B. PRIVATE INSURANCE NUMBER | GROUP NO. | RECIPROCITY NO.
6C. PATIENT'S EMPLOYER, OCCUPATION OR SCHOOL
7. PATIENT'S RELATIONSHIP TO INSURED: SELF / SPOUSE / CHILD / OTHER
8. INSURED'S EMPLOYER OR OCCUPATION
9. OTHER HEALTH INSURANCE COVERAGE – Enter Name of Policy Holder, Plan Name and Address, and Policy or Private Insurance Number
10. WAS CONDITION RELATED TO: PATIENT'S EMPLOYMENT / CRIME VICTIM / AUTO ACCIDENT / OTHER LIABILITY
11. INSURED'S ADDRESS (Street, City, State, Zip Code)
12. PATIENT'S OR AUTHORIZED SIGNATURE | DATE MM DD YY
13. INSURED'S SIGNATURE

PHYSICIAN OR SUPPLIER INFORMATION (REFER TO REVERSE BEFORE COMPLETING AND SIGNING)

14. DATE OF ONSET OF CONDITION | 15. FIRST CONSULTED FOR CONDITION | 16. HAS PATIENT EVER HAD SAME OR SIMILAR SYMPTOMS YES / NO | 16A. EMERGENCY RELATED YES / NO | 17. DATE PATIENT MAY RETURN TO WORK | 18. DATES OF DISABILITY TOTAL / PARTIAL FROM TO

19. NAME OF REFERRING PHYSICIAN OR OTHER SOURCE | 19A. ADDRESS (OR SIGNATURE SHF ONLY) | 19B. PROF CD | 19C. IDENTIFICATION NUMBER: 1 1 2 3 4 5 6 7 8 9 | 19D. DX CODE

20. NATIONAL DRUG CODE | 20A. UNIT | 20B. QUANTITY | 20C. COST | NDC info entered to the left of this field will only be associated with the 1st claim line below

21. NAME OF FACILITY WHERE SERVICES RENDERED (if other than home or office) | 21A. ADDRESS OF FACILITY | 22. WAS LABORATORY WORK PERFORMED OUTSIDE YOUR OFFICE YES NO | LAB CHARGES

22A. SERVICE PROVIDER NAME | 22B. PROF CD | 22C. IDENTIFICATION NUMBER | 22D. STERILIZATION ABORTION CODE | 22E. STATUS CODE

23. DIAGNOSIS OR NATURE OF ILLNESS. RELATE DIAGNOSIS TO PROCEDURE IN COLUMN 24H BY REFERENCE TO NUMBERS 1, 2, 3 ETC. OR DX CODE
1.
2.
3.

22F. POSSIBLE DISABILITY Y / N: X | 22G. EPSDT C/THP Y / N | 22H. FAMILY PLANNING Y / N: X
23A. PRIOR APPROVAL NUMBER | 23B. PAYMT SOURCE CD: 1 1

24A. DATE OF SERVICE MMDDYY	24B. PLACE	24C. PROCEDURE CD	24D. MOD	24E. MOD	24F. MOD	24G. MOD	24H. DIAGNOSIS CODE	24I. DAYS OR UNITS	24J. CHARGES	24K.	24L.
091510	11	99202					686.9		5.00		
091610	11	10060					686.9		8.00		

24M. INPATIENT HOSPITAL VISITS | FROM | THROUGH | 24N. PROC CD | 24O. MOD

25. CERTIFICATION (I CERTIFY THAT THE STATEMENTS ON THE REVERSE SIDE APPLY TO THIS BILL AND ARE MADE A PART HEREOF.)
Sally Forth
SIGNATURE OF PHYSICIAN OR SUPPLIER

26. ACCEPT ASSIGNMENT YES / NO | 27. TOTAL CHARGE | 28. AMOUNT PAID | 29. BALANCE DUE

30. EMPLOYER IDENTIFICATION NUMBER/ SOCIAL SECURITY NUMBER

31. PHYSICIAN'S OR SUPPLIER'S NAME, ADDRESS, ZIP CODE
Sally Forth, DPM
312 Main Street
Anytown, New York 11111
TELEPHONE NUMBER ( ) EXT.

25A. PROVIDER IDENTIFICATION NUMBER: 1 1 2 3 4 5 6 7 8 9
25B. MEDICAID GROUP IDENTIFICATION NUMBER | 25C. LOCATOR CODE: 0 0 3 | 25D. SA EXCP CODE | 32A. MY FEE HAS BEEN PAID YES / NO

COUNTY OF SUBMITTAL | 25E. DATE SIGNED: 09 16 10 | 32. PATIENT'S ACCOUNT NUMBER: A B C 1 2 3 4 5 | DO NOT WRITE IN THIS SPACE

33. OTHER REFERRING ORDERING PROVIDER ID/LICENSE NO. | 34. PROF CD | 35. CASE MANAGER ID

(9/10) EMEDNY-150003

APPENDIX B
MODIFICATION TRACKING

1/9/2012 Version 2012-1

2.3.1 MedNY - 150003 Claim Form Field Instructions

- Days or Units (Field 24I): Updated note to read "Note: Medicaid only pays for podiatry services for members with active coverage that are under the age of 21."