# DENEQUES. NDANUES

2019 IHCP Annual Provider Seminar October 16, 2019



AINPEC-2309-19 October 2019



- 1. How and When?
- 2. Claims we want to help!
- 3. How to contact us



#### **How and When**





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#### **Member Eligibility**

### **Member Eligibility**

• Always view member eligibility on CoreMMIS on the Date of Service.

Eligibility Verification Request		.7
* Indicates a required field. Enter the member information. If Member ID is not known, enter 5	SSN and Birth Date, or Last Name, First Name, and Birth Date.	
Member ID 19999999999	Last Name First Name	
SSNA	Birth Date 🗛 🗰 🐨	
*Effective From 07/19/2018	Effective To 0 07/19/2018	
Siderit Read		

Coverage Details for First Name, Last Name from 07/19/2018 to 07/19/2018							
Member ID	1999999999999	Birth Date 01/01/2001	Expan	d All   Collapse All			
Verification Response ID 18200066GY							
Benefit Details							
Coverage		Description	Effective Date	End Date			
Package A-Standard Plan - CHIP	Package A-Standard F	lan	07/19/2018	07/19/2018			
Limit Details +							



### **Member Eligibility (cont.)**

- Select Expand All
  - Review Managed Care Assignment Details, MCE:
    - ✓ Anthem Blue Cross and Blue Shield (Anthem) claim is sent to DentaQuest (use Anthem ID#)
    - ✓ MDwise claim is sent to DentaQuest
  - If there is not a Managed Care assignment, the member's claim should be sent to IHCP/DXC Technology.



## Finding Managed Care Entity on CoreMMIS

• If the Managed Care Entity is MDwise, use the Medicaid ID as their patient ID.

Managed Ca	re Program	Primary Medical Provider	Provider Phone	
Hoosier Healthwise Managed Care		First Name Last Name	1-812-254-4650	
Effective Date	End Date	MCO / CMO Name	MCO / CMO Phone	
08/01/2018	08/01/2018	MDWISE/EXCEL NETWORK	1	



### Finding Managed Care Entity on CoreMMIS

• If the Managed Care Entity is Anthem you must also use the Medicaid ID as their patient ID.

Managed Car	re Program	Primary Medical Provider	Provider Phone			
Hoosier Healthwis	e Managed Care	First Name Last Name	1-812-485-7240			
Effective Date	End Date	MCO / CMO Name	MCO / CMO Phon			
07/19/2018	07/19/2018	ANTHEM	1-866-408-6132			
Demographic Details						
Street Address 111 E Main	St.					



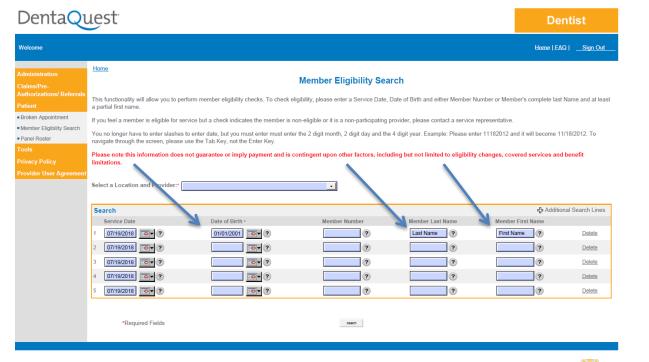
#### **Anthem ID Numbers**

- As of April 1, 2017, all Anthem members enrolled in Healthy Indiana Plan, Hoosier Care Connect and Hoosier Healthwise have a nine-digit ID number.
- When looking up a member on our portal or calling our Customer Service department, you will need to use the nine-digit Anthem ID number to locate the member.
- When looking up the member on CoreMMIS, you will need to use the 12-digit Medicaid ID number to locate the member.



### How To Locate an Anthem ID Number on the DentaQuest Portal?

Select Patient, then select Member Eligibility. Search by the <u>member's first and last name</u> along with <u>date of birth</u> only.





# Both the Anthem ID and Medicaid ID will show up. Make sure you use the Anthem ID on all Anthem Patient claims.

Welcome												Home   E	ΔΩΙ	Sign Out
Administration Claims/Pre- Authorizations/ Referrals Patient ■ Broken Appointment	This page d the Printer F	Friendly Form e this inform	lembers meetin nat button.		criteria. You can cond or imply payment and	luct another search	, ,	gain, vi						, ,
Member Eligibility Search     Panel Roster Tools Privacy Policy Provider User Agreement	Active Order Entered 1	Service Date 07/19/2018 07/19/2018	Member Number IN0999999 101999999999 (IN0999999)		Member Name Eirst Name, Last Name Eirst Name, Last Name		BS HHW Package A CBS HHW Package A		Number 6001421034	Network Name IN HHW Medicaid IN HHW Medicaid	Paid Through Date	Printe Dentist/Office Name		Ily Format
	Ineligible Order Enter Note: If you	red		Service Date	a originally entered for		No Results Found be retained allowing Gearch Again		Date of Birth	formation you	Member N			





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#### Claims

### **Claim Submission**

#### DentaQuest." Welcome Oral Surgery Home Administration Select Last Name First Name Member ID Ac Claims/Pre-67 select Doe Me Authorizations/ Referrals 67 123456789 select Claims/Pre-Authorizations M Claim/Pre-Authorization **Dental Clai** Status Search Explanation of Benefits If you will be sending an attachment via regular mail, do not submit the request electronically. Submit a 2012 ADA form with the attachment through the mail. Submitting electronically will result in duplicate authorization requests. Dental Claim Entry We are only able to accept only 10 attachments per claim Dental Pre-Auth Entry

Noto the following:



#### How to Locate A Patient's Service History

Once you find the patient, click on their name and the below screen will appear. Click on View Service History. This is the same for a MDwise patient and an Anthem patient.

Home > Member Eligibility Search > Member Eligibility List

#### **Member Detail**

This page displays member-specific information. The drill-down options may vary depending on permissions set up by the health plan. Among options for members are the ability to edit their their address, add dependents, select PCPs, view their eligibility history, and others. If a user account has been defined, its information will be displayed. Members may also elect to share information with family or the subscriber.

Search	
*Service Date 07/19/2018 (mm/dd/yyyy)	
*Required Fields	Search
Client: IN Anthem Blue Cross Blue Shield Hoosier Healthwise - 6001421034	
Family	
Member Name	Member Number
, First Name Last Name	19999999999
, First Name Last Name	IN099999
First Name Last Name	🔍 View Benefit Maximums 🔍 View Claims 🔍 View Service History 🔍 View Provider Directory
Member Number 19999999999	
Date of Birth 01/01/2001	
Address 111 Main St. Sample, Indiana 44444 Home	
Phone (812) 0001234	
Work Phone	
Fax	

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#### **View Of Service History**

Home > Member	Eligibility	Search >	Member	Eligibility	List >	Member D	etail

Member Informati	on		📋 Download Fil	e 🕭 Printer Friendly Form			
	Member Name First Name, Last Name						
	Date of Birth 01/01/2001 🕐						
Member ID IN0999999, 19999999999							
Member Service H	listory						
Procedure Code	Procedure Code Description	Tooth/Quad/Arch	Place of Service	Service Date			
FIOCEGUIE COUE							
	comprehensive oral evaluation - new or established patient		Office	12/26/2017			
D0150 D1120	comprehensive oral evaluation - new or established patient prophylaxis - child		Office Office	12/26/2017 12/26/2017			



### When Should An Appeal Be Filed?

- Providers that disagree with determinations made by the DentaQuest dental directors may submit a written Notice of Appeal to the member's MCE that specifies the nature and rationale of the disagreement.
- An Appeal can only be determined by a Dental Director if the service was previously <u>clinically</u> denied.
- Eligibility issues should <u>not</u> go to appeals.



### How To File An Appeal Through The DentaQuest Portal

- 1. On home screen of portal click on Tools.
- 2. Then click on Contact DentaQuest.



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#### How To File An Appeal Through The DentaQuest Portal (cont.)

In the Message Type, choose Appeals.



	/		
Welcome			Home   EAQ   Sign Out
Administration Claims/Pre- Authorizations/ Referrals Patient Tools • User Profile	Select the type of inquiry from the dropdowr than file, please zip up the files and uploar Clicking ubmit sends the message. Please not, that All peer to peer requests	Contact DentaQuest I Dentist to Dentist regarding clinical criteria This page enables you to send secure messages to DentaQuest. menu and type your question, comment, or suggestion in the comments text box. If desired, add an attachment to your mess the zip file. .are to be discussed Dentist to Dentist regarding clinical criteria	age. If you need to attach more
Inbox	Message		
Contact DentaQuest	Your Name		
Find A Dentist	*Message Type	Appeals 🔄 🕐	
Privacy Policy	Attachment		1
Provider User Agreement	Claim/Pre-Authorization Number Member Name	Upload View Clear Pending Claim/Pre-Authorization Number Ceer Cam Member Number	Search 🍳 Search 🍭
	Dentist Name * Description	Cear Dents	
	*Required Fields	Dubris Cancel	



Dentist

#### How to File An Appeal Through The DentaQuest Portal cont.

Include attachments by clicking the upload link. Then search for the claim number by clicking on the spyglass.

#### DentaQuest<sup>®</sup>

Welcome							Home   EAQ   Sign Out
Administration Claims/Pre- Authorizations/ Referrals Patient Tools • User Profile	Select the type of ind than 1 file, please zig Clicking submit send	quiry from the dropdowr p up the files and uploa ds the message.	menu and type your question, co	omment, or suggestion in the co	ou to send secure messages to Der mments text box. If desired, add an		e. If you need to attach more
<ul> <li>Inbox</li> <li>Contact DentaQuest</li> <li>Find A Dentist</li> <li>Privacy Policy</li> <li>Provider User Agreement</li> </ul>		uthorization Number Member Name Dentist Name * Description	Appeals Upload View Clear Clear Cam Clear Dentst	•		ber	Search
	*Require	ed Fields		Submit Can	cei		



Dentist

#### How to File An Appeal Through The DentaQuest Portal cont.

#### After you click on the spyglass it expands out and you can search for the claim by First and Last name and Date of Birth

DentaQu	lest		Dentist
Welcome			Hame   EAQ   Sign Out
Administration Claims/Pre- Authorizations/ Referrals Patient Tools User Profile Inbox Contact DentaQuest Find A Dentist Privacy Policy Provider User Agreement	You can search for old Claims and Pre-Auth	uthorizations are 7 digits. Please enter Old Claims/Pre-Authorization numbers in the field called 'Old Claim/Pre-Authorzation	6



#### How to File An Appeal Through The DentaQuest Portal cont.

Complete the rest of the searches, and then if you need to add a narrative, type it in the Description box and hit Submit.

DentaQuest<sup>-</sup>

Welcome		Home   EAQ   Sign Out
Administration Claims/Pre- Authorizations/ Referrals Patient Tools • User Profile • Inbox	Home Contact DentaQuest All peer to peer requests are to be discussed Dentist to Dentist regarding clinical criteria This page enables you to send secure messages to DentaQuest. Select the type of inquiry from the dropdown menu and type your question, comment, or suggestion in the comments text box. If desired, add an attachment to than 1 file, please zip up the files and upload the zip file. Clicking submit sends the message. Please note that All peer to peer requests are to be discussed Dentist to Dentist regarding clinical criteria Message	o your message. If you need to attach more
Contact DentaQuest     Find A Dentist     Privacy Policy     Provider User Agreement	Your Name Message Type Attachment Upload View Clear Claim/Pre-Authorization Number Member Name Member Name Dentist Name I I I I I I I I I I I I I I I I I I I	Search & Search &
	Pescription     Required Fields     Cancel	



Dentist

#### When and How A Claim Should Be Voided

Incomplete Claims should be voided by selecting Void in the Message Type box. The process is the same as an appeal but instead you select "Void".

DentaQuest			Dentist
Welcome			Home   EAQ   Sign Out
Patient         Sidet the type of inquiry from that 1 file, please zip up the Clickin submit sends the m Please in to that All peer to           • User Profile         Please in to that All peer to	e to be discussed Dentist to Dentist regarding clinical criter m the dropdown menu and type your question, comment, files and upload the zip file.	Contact DentaQuest ia This page enables you to send secure messages to DentaQuest. or suggestion in the comments text box. If desired, add an attachment to your me regarding clinical criteria	ssage. If you need to attach more
	rr Name essage Type Void ? ? Attachment Upload View Clear atton Number	Pending Claim/Pre-Authorization Number	Search 🛞
м	ember Name	Member Number	Search 🔇
	Cerr Cerror Cerror	Search 🛞	
	* Description		
*Required Fields	S	Submit Cance	

## When To Submit A Corrected Claim

- A corrected claim is a claim that is submitted to correct an error(s) on a previously submitted claim.
- A corrected claim is different than an appeal or a void because there is no clinical or administrative disagreement or services that were not provided with the original claim.
- The sole purpose of a corrected claim is to correct a recognized error on a previously submitted claim.



#### **How To Submit A Corrected Claim**

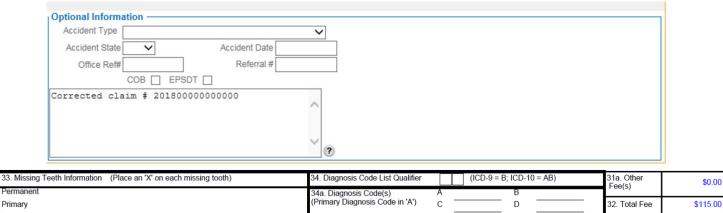
- For example, if D2140 is submitted without a tooth number specified, the claim will be denied because a tooth number is required for that code. A new claim should be created with the proper tooth number identified and submitted with the words "Corrected Claim." The previous claim number should be in Box 35 of the ADA claim form. The remarks might be "Corrected claim for 201812345678999 to provide missing tooth number for D2140."
- It is imperative that a corrected claim includes either the word "Corrected" or the word "Adjusted." Place the original claim number in Box 35 so that the DentaQuest system will recognize the claim as a corrected claim.



#### **Example of Corrected Claim**

When: If an incorrect code or fee was entered on a claim, a corrected claim can be submitted to make adjustments to the incorrect code or fee that was originally submitted.

**How:** In the note section of the claim, add "corrected claim" with the original claim number. Please only enter procedures that need to be corrected.



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 35. Remarks
 Corrected claim # 20180000000000

 AUTHORIZATIONS
 ANCILLARY CLAIM/TREATMENT INFORMATION

#### What Does HIP Maternity Cover?

HIP Maternity has the same coverage as a HIP State Plan Plus member.

Benefit Details					
Coverage	Description	Effective Date	End Date		
HIP Maternity	HIP Maternity	04/19/2018	04/19/2018		
Managed Care Assignment Details					



### **Sending a Secondary Insurance Claim**

- When a patient has a primary insurance, the office has 90 days from the date the primary paid to submit the secondary claim.
- When submitting the secondary claim make sure you submit the primary EOB as well as the page that shows the denial descriptions. If this is not included we will deny the claim.
- Mark in box 35 "See Primary INS EOB attached."

	Anthorn I Mouto Donto	
AUTHORIZATIONS	ANCILLARY CLAIM/TREATMENT INFORMATION	
<sup>35. Remarks</sup> See Primary INS EOB attached		
Primary	(Primary Diagnosis Code in 'A') C D 32. Total Fee	\$115.00
Permanent	34a. Diagnosis Code(s) A B	
33. Missing Teeth Information (Place an 'X' on each missing tooth)	34. Diagnosis Code List Qualifier (ICD-9 = B; ICD-10 = AB) 31a. Other	\$0.00

#### **How Are Claims Reviewed?**

There are three levels of claim review:

- 1. Automatic review of claims that ensure basic information is correct such as verifying the eligibility of the member.
- 2. If a claim requires clinical review, it is reviewed by a Clinical Review Specialist (CRS).
  - All Clinical Review Specialists are certified dental assistants or registered dental hygienists. They receive rigorous training in claims adjudication.



### How Are Claims Reviewed? (cont.)

- 3. If a Clinical Review Specialist determines that a claim should be denied based on a clinical interpretation, the claim is sent to a licensed dentist for further review.
  - The decision to deny a claim for clinical purposes can only be made by a dentist.
  - All DentaQuest personnel involved in reviewing claims, CRSs and dentists, take quarterly examinations called Inter-Rater Reliability (IRR) tests to ensure that claims are being adjudicated in a consistent manner.



### **Authorization versus Prior Authorization**

#### Authorization Required

Yes	The service will be reviewed either before <u>or after</u> the submission of a claim.
No	The service is not routinely reviewed.
Prior Authorization Required	The service must be approved with a prior authorization before treatment begins.

Code	Description	Age Limitation	Teeth Covered	Authorization Required	Benefit Limitations
D4355	full mouth debridement to enable a comprehensive oral evaluation and diagnosis on a subsequent visit	21 and older		Yes	One of (D4355) per 36 Month(s) Per patient. Only one of D4355 allowed per date of service. Not billable in conjunction with D1110, D4341, D4342
D4910	periodontal maintenance procedures	21 and older		No	One of (D4910) per 6 Month(s) Per patient ages 3 to 20. One of (D4910) per 12 Month(s) Per patient ages 21 and above.

Orthodontics					
Code	Description	Age Limitation	Teeth Covered	Authorization Required	Benefit Limitations
D8010	limited orthodontic treatment of the primary dentition	0 - 20		Required	One of (D8010) per 1 Lifetime Per patient. One per member, per lifetime.
	1		Anthem		MDwise DentaQue

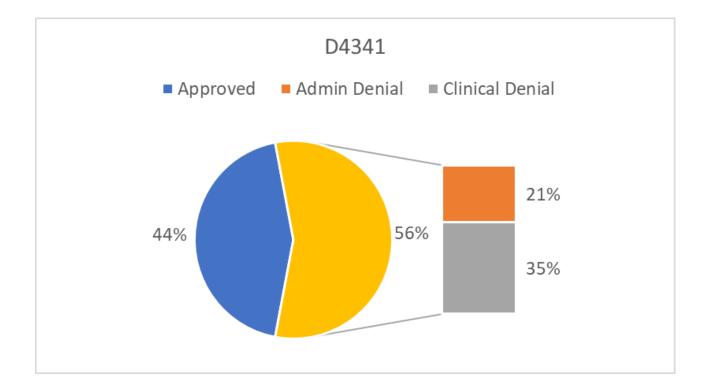
### Understanding and Minimizing Denied Claims

- Two types of denials:
- Administrative
  - Automatic and automated
  - No human intervention
  - Duplicate service, benefit not covered, untimely filing, etc.
- Clinical
  - Reviewed by a CRS
  - Checked by a dentist
  - Does not meet criteria for medical necessity
  - Good documentation is required



# D4341 – Periodontal Scaling and Root-Planing

• Represents 19% of all services reviewed





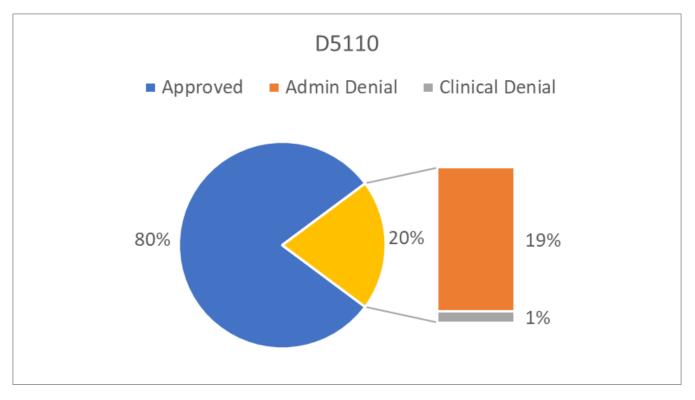
### **D4341 Requirements**

•What qualifies:

- Radiographically visible bone loss at least <u>2.5 mm below the CEJ</u> on at least four teeth in the quadrant.
- Radiographically visible calculus on the <u>root surface</u> (not the coronal surface) on at least four teeth in the quadrant.
- •What does not qualify:
- Fewer than four teeth.
- Less than 2.5 mm radiographically visible bone loss.
- Radiographically visible, subgingival calculus that is only on enamel.
- Difficulty of procedure.
- Duration of procedure.



#### **D5110 – Complete Upper Denture**



- Authorization not required
- 15% of all reviewed services
- 80% approved
- 1% of denials are clinical



#### **Code Specific Questions**



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#### **Space Maintainers**

• Codes that require a tooth number

D1510, D1550, and D1555

• Codes that do not require a tooth number

o D1516, D1517, D1526, and D1527

• If a tooth number is required, it needs to be in Box 27.



#### X-rays

- As is common in the insurance industry, DentaQuest bundles radiographs taken on or near the same date of service by the same provider or location.
- Radiographs submitted with claims must be of diagnostic value.
- Digital images are preferred and can be submitted through the DentaQuest portals or through NEA, National Electronic Attachment.
- If digital images cannot be submitted, we encourage submission of duplicate films, however they cannot be returned.
- Original films will be returned if a self-addressed stamped envelope is supplied with the claim.

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## X-rays (cont.)

- Photocopies of X-ray films are discouraged as they are rarely of diagnostic quality.
- Do not fax X-rays or photos of X-rays.
- Always remember to use code D0230 after the first initial PA, D0220 is taken for the year. This follows IHCP guidelines.



# We want to hear from you!

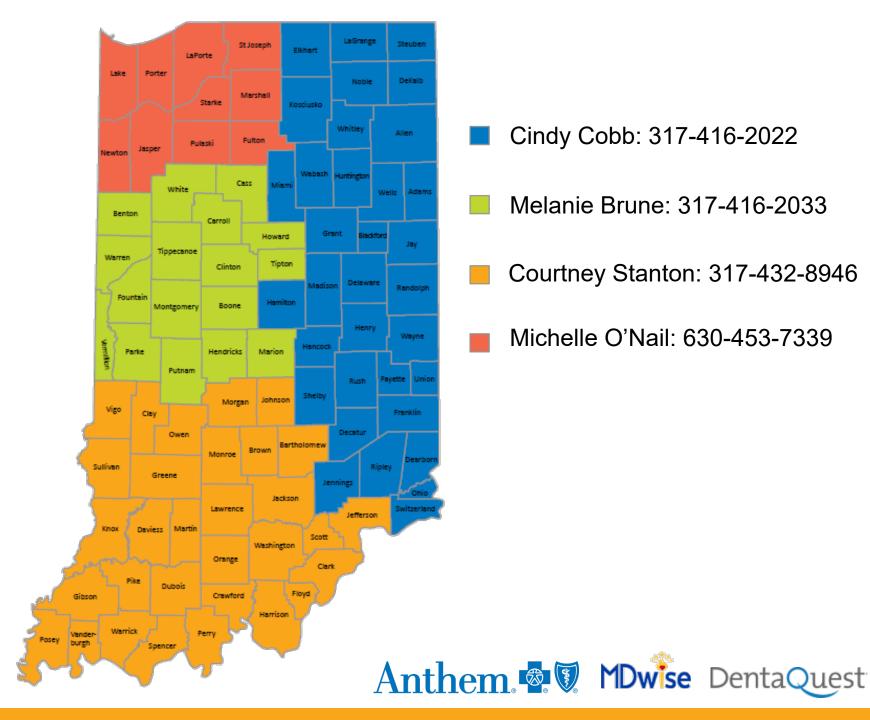
### DentaQuest

Proven Experts in Dental Program Administration



### How to Contact your Provider Engagement Representative?





- Cindy Cobb: 317-416-2022
- Melanie Brune: 317-416-2033
- Courtney Stanton: 317-432-8946
- Michelle O'Nail: 630-453-7339

#### Melanie Brune, 317-416-2033

#### melanie.brune@dentaquest.com

Counties Served: Benton, Boone, Carroll, Cass, Clinton, Fountain, Hendricks, Howard, Marion, Montgomery, Parke, Putnam Tippecanoe, Tipton, Vermillion, Warren and White

#### Cindy Cobb, 317-416-2022

#### cindy.cobb@dentaquest.com

Counties Served: Adams, Allen, Blackford, DeKalb, Dearborn, Decatur, Delaware, Elkhart, Fayette, Franklin, Grant, Hamilton, Hancock, Henry, Huntington, Jay, Jennings, Kosciusko, LaGrange, Madison, Miami, Noble, Ohio, Randolph, Ripley, Rush, Shelby, Switzerland, Union, Wabash, Wayne, Wells and Whitley

#### Anthem 💀 MDwise DentaQuest

Michelle O'Nail, 630-453-7339

Michelle.O'Nail@dentaquest.com

Counties Served: Fulton, Jasper, Lake, LaPorte, Marshall, Newton, Porter, Pulaski, Starke, and St Joseph

Courtney Stanton, 317-432-8946

#### courtney.stanton@dentaquest.com

Counties Served: Bartholomew, Brown, Clark, Clay, Crawford, Daviess, Dubois, Floyd, Gibson, Greene, Harrison, Harrison, Jackson, Jefferson, Johnson, Knox, Lawrence, Martin, Monroe, Morgan, Orange, Owen, Perry, Pike, Posey, Scott, Spencer, Sullivan, Vanderburgh, Vigo, Warrick, and Washington



#### **Questions?**



Please use the QR code or the weblink below to complete a survey about the session you just attended. Each session has a unique survey so be sure to complete the appropriate one for each session you attend. We will be taking your feedback from this survey to improve future IHCP events.



https://tinyurl.com/fssa1023

