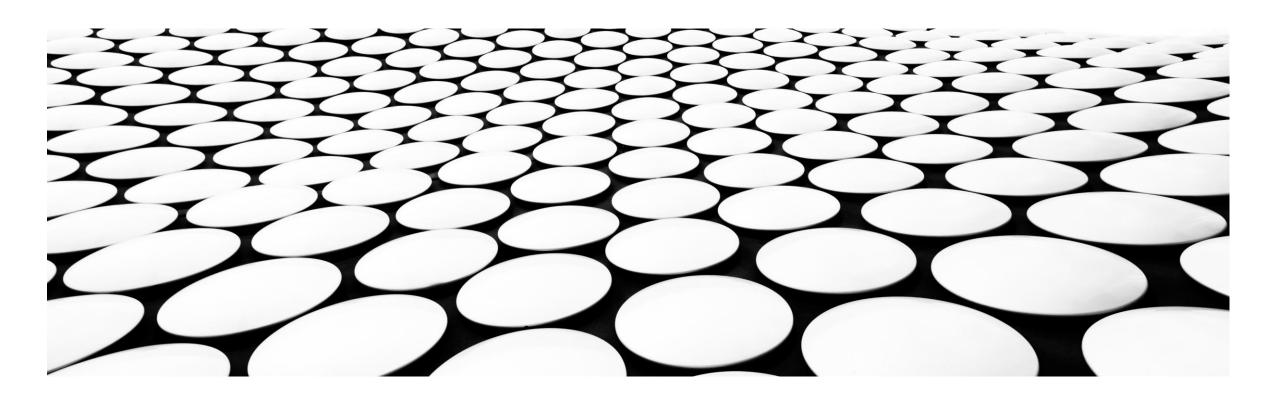
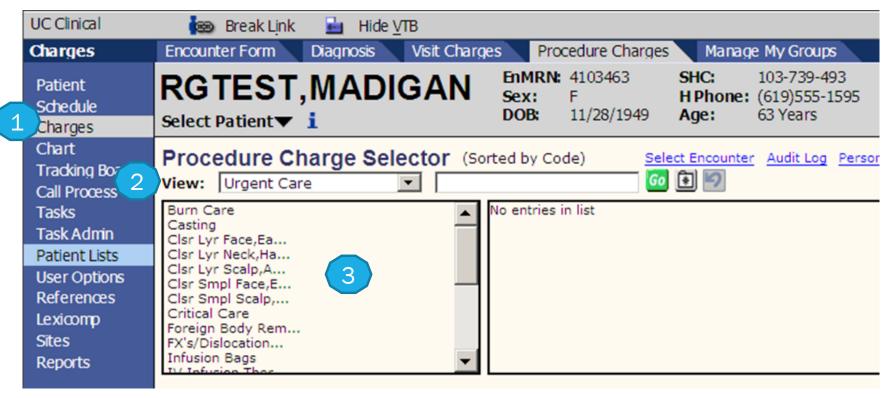
# **URGENT CARE CHARGES TRAINING**



# **HOW TO ENTER CHARGES**

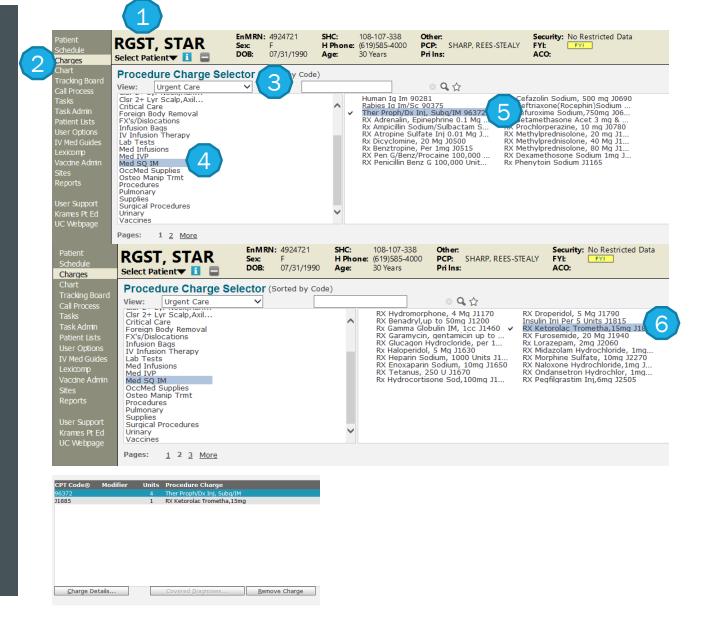
- Go to charges on the vertical tool bar, then select Procedure Charges on the horizontal tool bar.
- Make sure Urgent Care is selected as the view, this will show you the charge categories
- Identify the category for the charge and click on it, then select the correct charges



- Labor (think mechanic)
- Material (think parts)
- Example: How do I charge for a administering a patient Toradol 60mg IM?
  - Toradol 15mg X 4
  - Ther Proph/Dx Inj, Subq/IM

#### STEPS

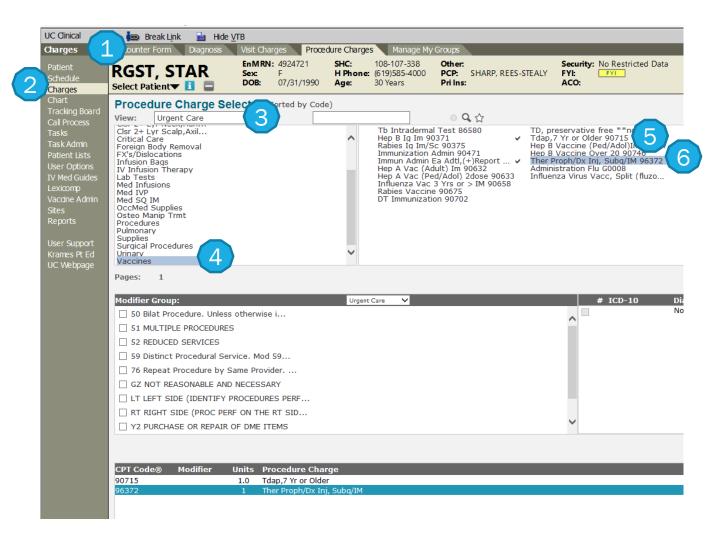
- Select Patient
- 2. Select "Charges"
- Confirm "Urgent Care" View"
- Select "Med SQ/IM"
- 5. Select "Ketorolac 15mg" x 4"
- Select "Ther Proph/Dx, Subq/IM"



- Example: How do I charge for a administering Tdap to a 60 year old man?
  - Tdap (adacel) 7 years or older
  - Ther Proph/Dx Inj, Subq/IM

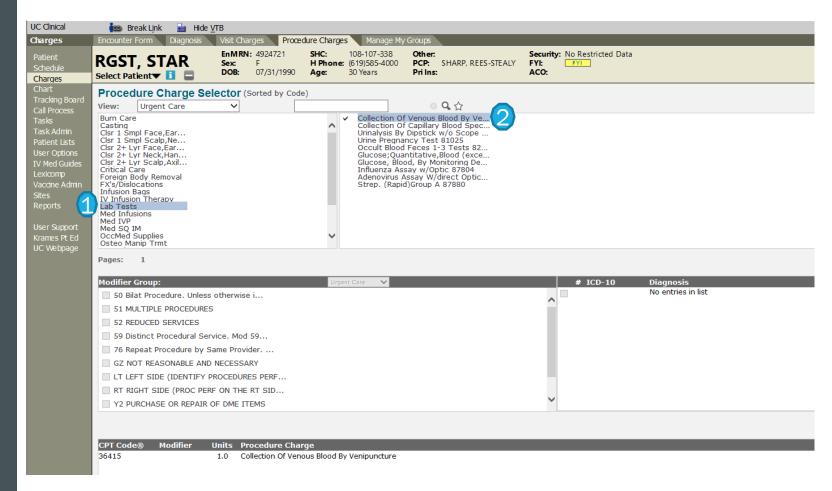
#### STEPS

- Select Patient
- Select "Charges"
- 3. Confirm "Urgent Care" View"
- Select "Vaccines"
- 5. Select "Tdap, Yr or Older" x 1
- 6. Select "Ther Proph/Dx, Subq/IM"



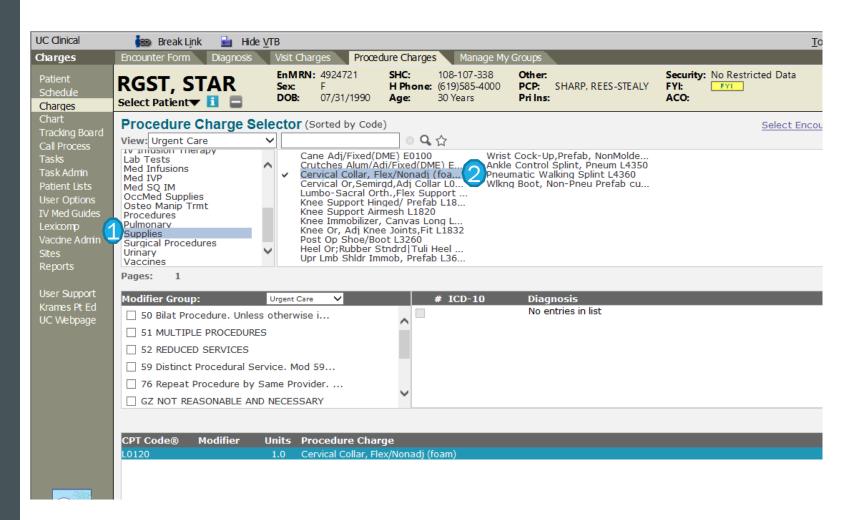
- Example: How do I charge for a venipuncture only?
- STEPS
  - Select "Lab Tests" on Charges Screen
  - Select "Collection of Venous Blood by Venipuncture"

You only charge for the procedure; the supplies are included in the visit charge for venipuncture.



- Example: How do I charge for a Cervical Collar?
- STEPS
  - 1. Select "Supplies" on Charges Screen
  - Select "Cervical Collar, Flex/Nonadj"

NO "labor" charge for anything that comes out of a box that you don't need to form or create. The labor charge for applying the premade collar is included in the visit charge.

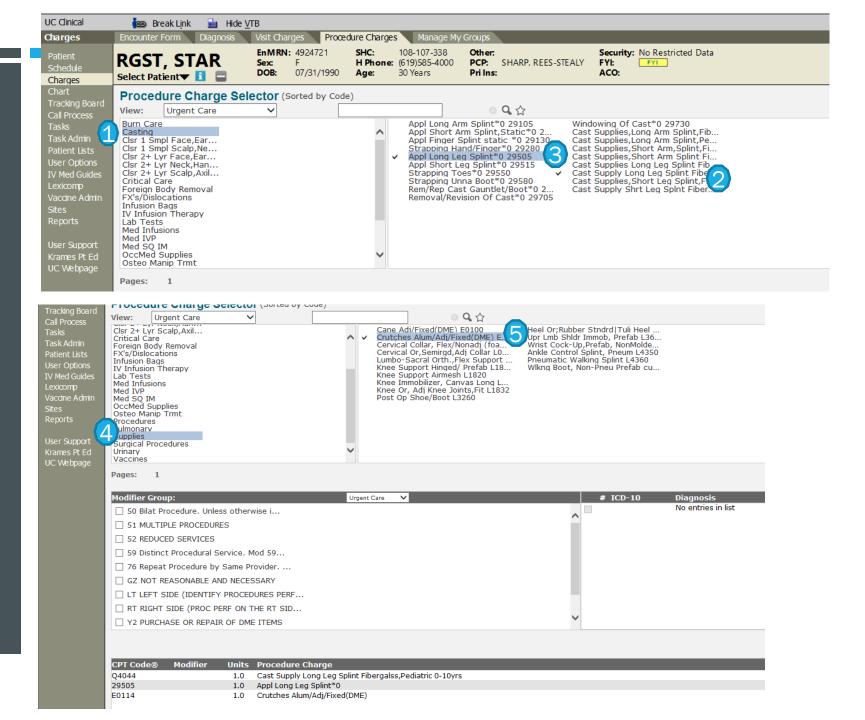


Example: How do I charge for a long leg fiberglass splint applied to a 6-year-old child along with crutches?

#### STEPS

- Select "Casting" on Charges Screen
- Select "Cast Supply Long Leg Splint Fiberglass ped 0-10 yrs"
- Select "Appl Long Leg Splint"
- 4. Select "Supplies" on Charges Screen
- 5. Select "Crutches

Include a "labor" charge for splints that needed to be formed/created.



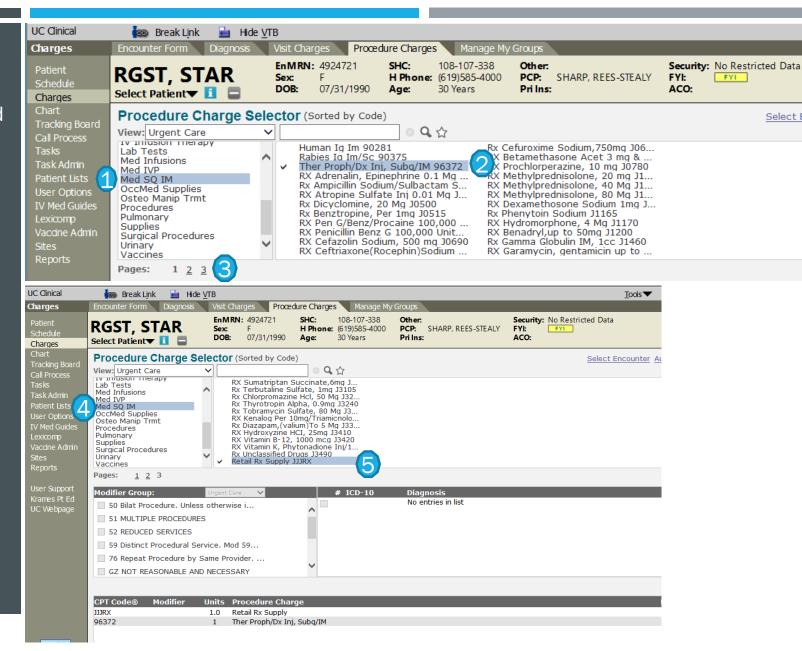
Example: A patient has picked up Lovenox from the SRS pharmacy and presented to UC for administration. After being seen by the provider, the UC nurse provides education on how to administer and administers the Lovenox. How do we charge?

#### **STEPS**

- Select "Med SQ IM" on Charges Screen
- Select "Ther Proph/DX Inj, Subg/IM"
- Select the last "Page"
- Select "Retail RX Supply"

We do not charge for the drug because the patient already paid for the drug when they picked it up from the pharmacy.

Documentation must include that patient brought their own medication.



EYI

Select En

# **CHARGES: MODIFIERS**

# Modifier -50

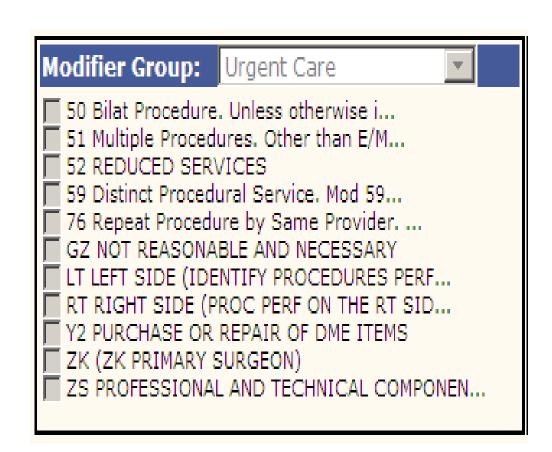
 used to denote a bilateral procedures (i.e. – bilateral ear lavage)

# Modifier 59

 used to identify those charges that are from separate encounters. (i.e. a cat bite patient who returns 3 times in one day for Unasyn)

# Modifier 76

 used when you charge for a repeated treatment that will be billed by the same provider. (i.e. – 2<sup>nd</sup> Nebulizer Treatment)

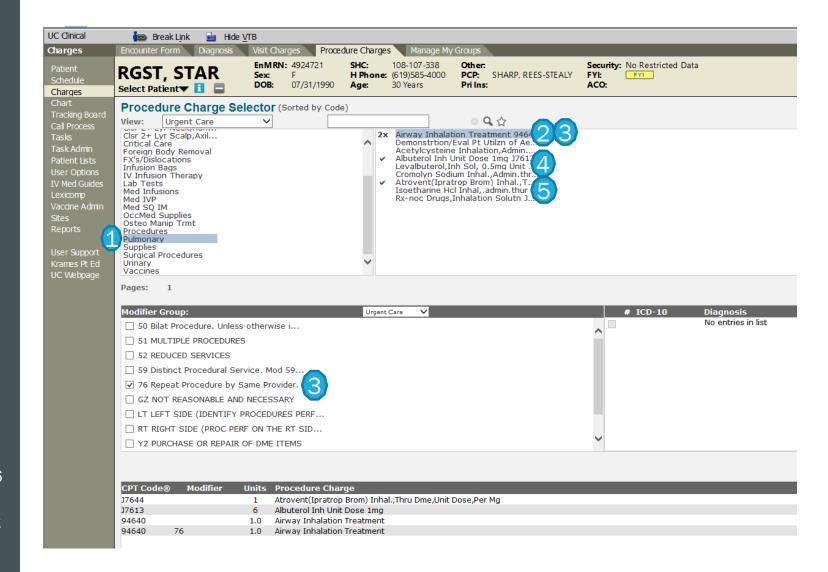


- Example: How do I charge for administering a nebulizer treatment with Albuterol 2.5 mg mixed with Atrovent 0.5mg followed by a repeat dose of Albuterol 2.5mg.
  - Albuterol 1mg x 6
  - Atrovent (Ipratrop Brom, Inhal.,) x 1
  - Airway Inhalation Treatment x 1
  - Airway Inhalation Treatment x 1 Modifier76

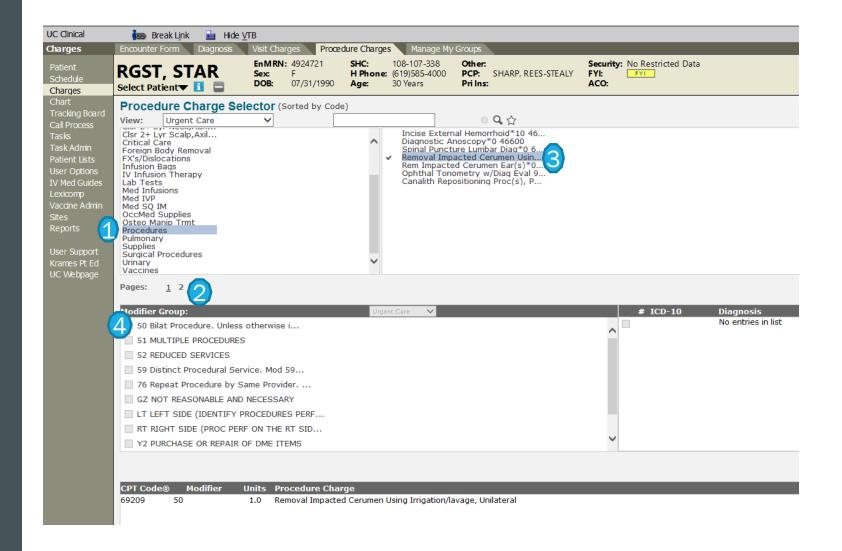
#### STEPS

- 1. Select "Pulmonary" on Charges Screen
- 2. Select "Airway Inhalation" x 1
- 3. Select "Airway Inhalation" x 1 with Modifier 76
- 4. Select "Albuterol Inh Unit Dose 1mg" x 6 (3 for each administration)
- Select "Atrovent (Ipratrop Brom, Inhal., x
   1)



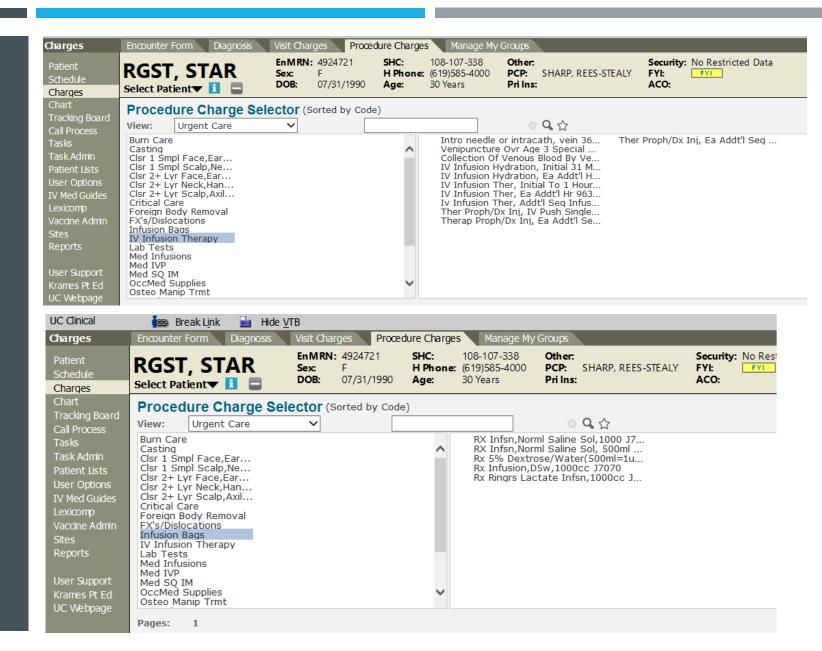


- Example: How do I charge for a bilateral ear lavage?
- STEPS
  - Select "Procedures" on Charges Screen
  - Select "Page 2"
  - Select "Removal Impacted Cerumen Using Irrigation Lavage Unilateral"
  - 4. Select Modifier "50 Bilateral Procedure"



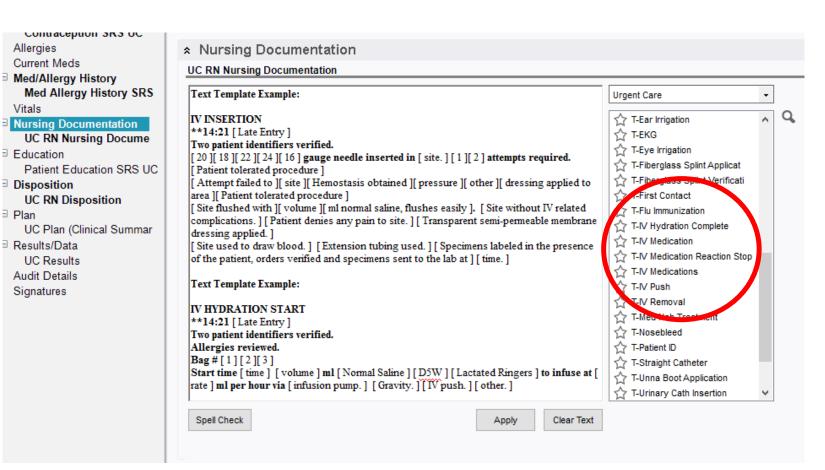
#### IV CHARGES IN URGENT CARE

- Charge for "1" initial service only
- Initial service is based on primary reason for the visit:
  - Hydration
  - Therapeutic Infusion (31 min or greater)
  - Therapeutic Injection, IV push
- Initial service bundles the cost of starting the IV, saline lock supplies, and IV tubing.
- Charge for prepackaged fluids for hydration.
- Don't charge for fluids used to facilitate drug administration.



#### IV CHARGES IN URGENT CARE

- USE the IV Text template chart all START and STOP times for IV administration, drug and dose, site location, gauge, response, IV fluids administered, and total amount infused
- Transfers (911, BLS, CCT): Document site status, fluid infusing, rate, and total amount infused.
- Charges and Documentation MUST match!!



# **IV CHARGES**

## **HYDRATION CHARGES**

CODE	TW NAME / DESCRIPTION	EXPLANATION	Example
96360	IV Infusion Hydration, Initial 31 minutes – 1 hour	Initial hydration lasting 31-60 minutes	1st bag of NS infused over 1 hr
96361	IV Infusion Hydration, Ea Addtl' hr	Each subsequent hour of IV hydration. (Begin charging after patient has received at least 1.5 hours total of IV therapy)	2 <sup>nd</sup> bag of NS infused over 1 hr  (If pt only received a total of 1hr and 15 minutes of IV infusion, only charge for 1 <sup>st</sup> hr)

# IV Infusion Therapy CHARGES

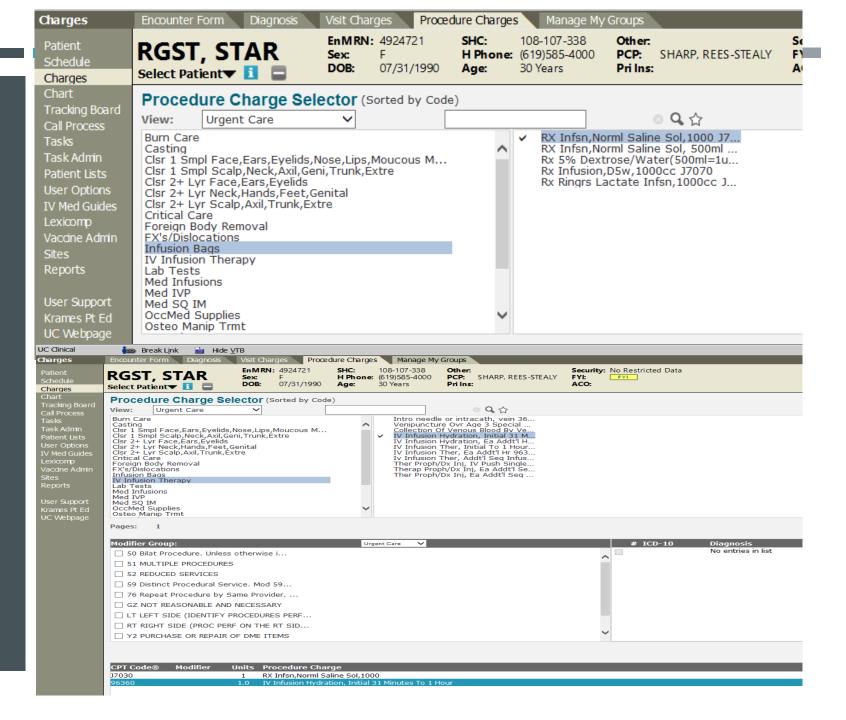
CODE	TW NAME / DESCRIPTION	EXPLANATION	Example
96365	IV Infusion Therapy, Initial to 1 Hour	Initial prophylactic or diagnostic IV therapy	1 <sup>st</sup> IV given was Cipro
96366	IV Infusion Therapy, Each Addt'l hr	Concurrent therapeutic infusion (given at the same time, same site, but separate lumen)  (Begin charging after patient has received at least 1.5 hours total of IV therapy)	Cipro hung at the same time (piggy backed) as initial hydration therapy (NS)
96367	IV Infusion Therapy, Addt'l Sequential Infusion to 1 Hour	Additional sequential new therapeutic infusion (same site)	Infusion of Levaquin after Cipro completed

# IV Push Charges

CODE	TW NAME / DESCRIPTION	EXPLANATION	Example
96374	Ther / Proph / Dx Inj, IV Push Single / Initial Subq.	Initial IV push drug of 15 minutes or less	Morphine Sulfate was first IV push drug given
96375	Therap Proph / Dx Inj, Ea Addt'l Seq IV Push New Subs Drug	Additional sequential new drug, 15 minutes or less (subsequent IV pushes)	Zofran was given IVP after initial Morphine above

## **LETS PRACTICE!**

- A patient receives NS 1000 mL @ 500 mL per hour
  - Select "IV Infusion hydration", Int (this covers the 1<sup>st</sup> hour of hydration)
  - Select "IV Infusion hydration, Ea Addt'I HR"
  - Select "RX Infsn, Normal Saline Sol, 1000"

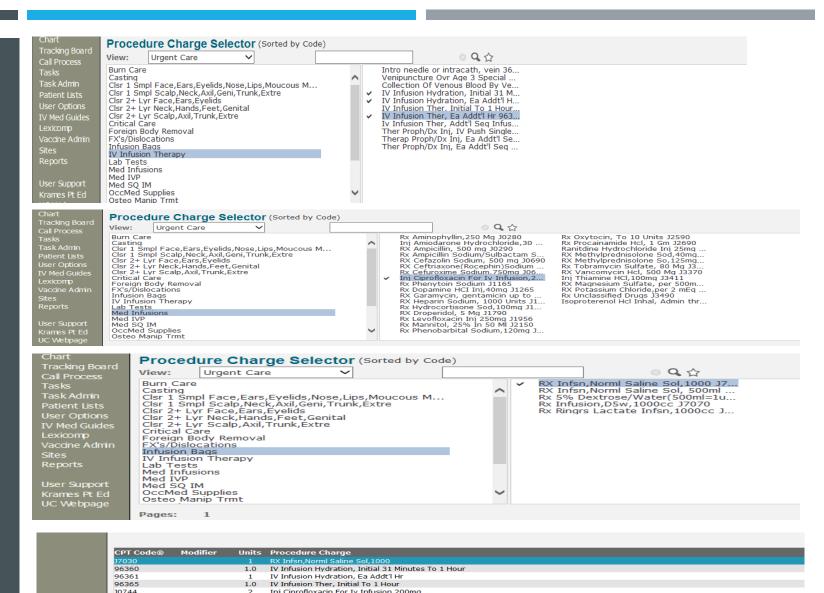


## **LETS PRACTICE!**

- A patient receives NS 1000 mL @ 1000 mL per hour X 2 bags, Cipro 400mg IVPB infused over 60min (hung at the same time as the 2<sup>nd</sup> IV bag)
  - What is the initial charge?
  - What additional charges are needed?

#### **ANSWER:**

- IV infusion hydration, Init
- IV Infusion hydration, Ea Addt'l HR
- RX Infusion, Normal Saline, 1000mL X 2
- IV Infusion, Ther, Ea Addt'l
- Cipro 200mg X2 (Found under Med Infusions)

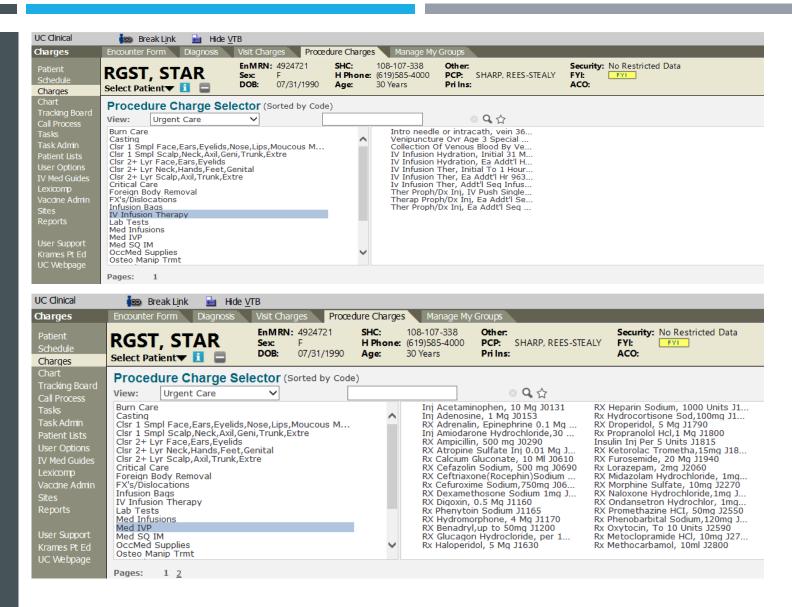


#### **LETS PRACTICE!**

- A patient receives 5mg of Morphine Sulfate
  - What is the initial charge?
  - What additional charges are needed?

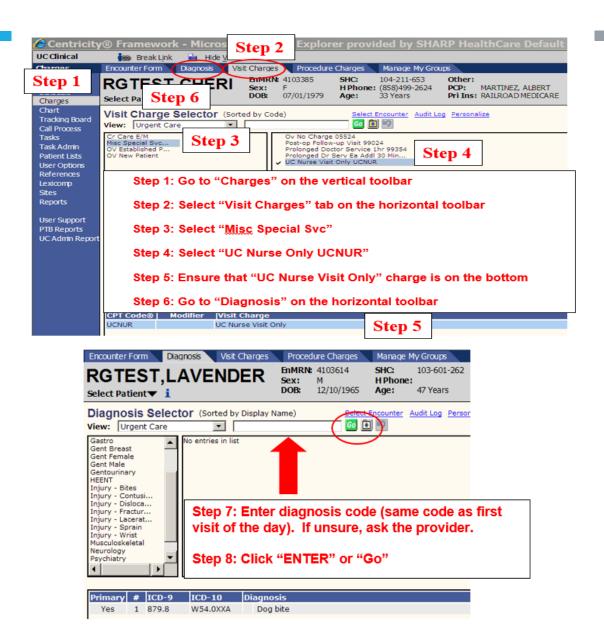
#### **ANSWER:**

- Ther Proph/Dx, Inj, IV Push Single/Initial
- RX Morphine Sulfate, 10mg



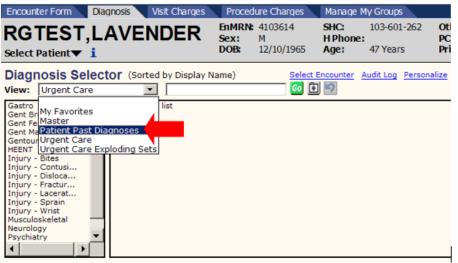
# ANTIBIOTICS ADMINISTERED MULTIPLE TIMES IN A DAY TO THE SAME PATIENT

- Patient will typically be seen by the provider ONLY during first visit.
- Provider will place orders for all visits for the day during the first visit.
- UC RN inputs all charges on the first visit charge ticket.
- Subsequent visits require a UC
   Nurse Visit only and the diagnosis.

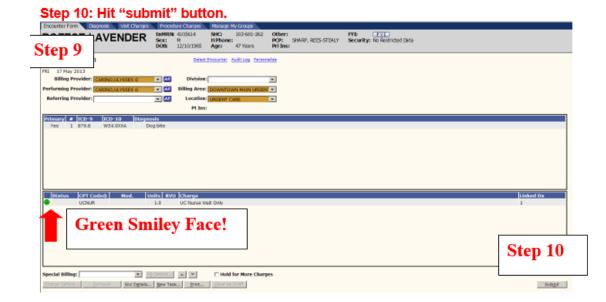


# ANTIBIOTICS ADMINISTERED MULTIPLE TIMES IN A DAY TO THE SAME PATIENT

Nurse Only Visits Continued....



Step 9: Go back to the "Encounter Form" tab. Ensure there is a green smiley face by the "UC Nurse Visit" charge.



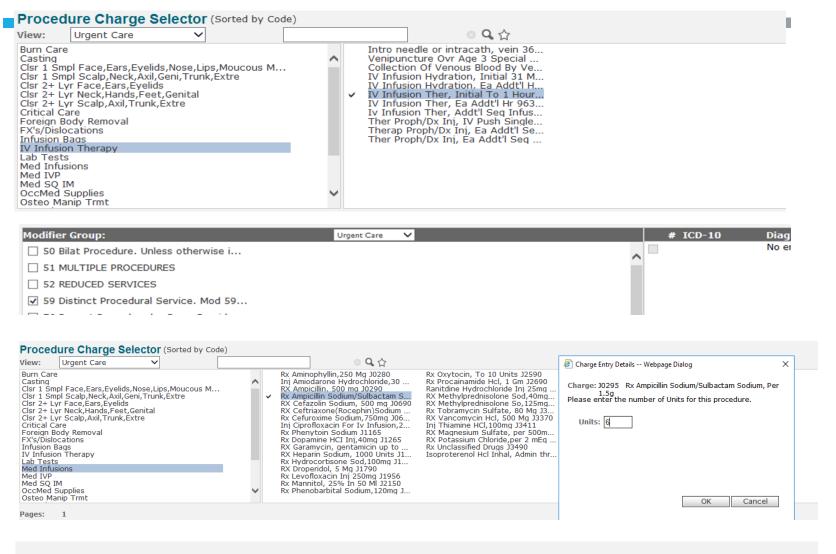
Step 11: Change "Status" on tracking board to "Complete"

# ANTIBIOTICS ADMINISTERED MULTIPLE TIMES IN A DAY TO THE SAME PATIENT

- How do I charge for a patient who is seen in Urgent Care 3 times on the same day for administration of Unasyn (ampicillin/sulbactam) 3 grams over 31 minutes?
- The patient will be seen 3 separate times and therefore requires 3 separation "Initial" charges.
- The second and third visits require a modifier to indicate the patient is seen multiple times in a day (the modified visit charges are billed at a lower rate than the first visit)

#### **CHARGES:**

- IV Infusion Ther, Init
- IV Infusion Ther, Initial to 1 hour 59
- IV Infusion Ther, Initial to 1 hour 59
- Ampicillin/sulbactam 1.5 gram X 6



CPT Code®	Modifier	Units	Procedure Charge
96365		1.0	IV Infusion Ther, Initial To 1 Hour
96365	59	1.0	IV Infusion Ther, Initial To 1 Hour
96365	59	1.0	IV Infusion Ther, Initial To 1 Hour
J0295		1.0	Rx Ampicillin Sodium/Sulbactam Sodium, Per 1.5g

# FINAL NOTES ABOUT CHARGES.....

#### **CODE BLUE**

Send code blue form to SRS UC Support: Scan → Email → SRS UC Support

Interoffice  $\rightarrow$  SRS UC Admin  $\rightarrow$  SRS Copley They will pull the charges from the code blue form.

#### **OTHER REMINDERS**

- Verify all CLIA waived testing has been charged for (e.g. POC HCG, FLU, etc.)
- Ensure that all completed nursing orders have been charged for
- Please do not tell patients (i.e. cash patients) that the estimate you are presenting to them is their final bill.
  - In some instances, the patient / their insurance company may receive additional charges if further tests are needed which are dependent upon today's test.
  - Examples that may result in additional charges are certain labs and x-ray tests