



Uniform Business Office News

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ICD-10 E Codes – Watch Those Decimals!

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In its comprehensive review of all Military Health System (MHS) information systems that will be affected by and must be updated to accommodate the mandatory transition to ICD-10 by 1 October 2013, the MHS Integrated Project Team (IPT) has identified an issue with certain E codes (codes that specify that the health

problem is the result of an environmental factor such as an injury, accident, a poisoning or others). Specifically, there are 39 E codes in ICD-9-CM and ICD-10-CM that are composed of identical numbers but use different decimal placement. These are called “cross contaminated codes.” If the decimal is placed in the

wrong location, the meaning of the health care provider’s diagnosis is materially changed. For example, ICD-9-CM code E888.9 means the injury was caused by “other and unspecified fall.” ICD-10-CM code E88.89 means “other specified metabolic disorders.” Other examples appear in the chart.

ICD-9 E Code	ICD-9 Description	ICD-10 E Code	ICD-10 Description
E888.1	Fall resulting in striking against another object	E88.81	Metabolic Syndrome
E884.9	Other accidental fall from one level to another	E88.49	Other mitochondrial metabolism disorders
E030	Unspecified activity	E03.0	Congenital hypothyroidism with diffuse goiter
E848	Accidents involving other vehicles, not elsewhere classifiable	E84.8	Cystic fibrosis with other manifestations

It is important for billers to be aware of the different meanings of these “cross contaminated codes” because, if these numerical values are used but the decimal point comes across on a bill in the incorrect place, it will change the meaning of the diagnosis and could result in a bill being denied. MHS Subject Matter Experts (SMEs) are assessing the centrally managed systems to identify which codes do not use decimals because codes coming through without decimals also cause billing errors.

For further information and updates, you can read the ICD-10 Training and Communication Newsflash that is available on the TRICARE Web site at: <http://www.tricare.mil/tma/hi/paa/icd10flash2011.aspx>. Prior editions are available there as well.

Other ICD-10 information includes a Webinar that is available for on-demand viewing on the TRICARE UBO Learning Center that provides an overview of how ICD-10 will impact billing and coding. To view the

Webinar and download the presentation materials, visit http://www.tricare.mil/ocfo/mcfs/ubo/learning_center/traini ng.cfm. Scroll to the middle of the screen under “Past Webinars” to find the link the Webinar. It’s like being there the first time; questions may be submitted via e-mail to ubohelpdesk@altarm.org. You can also find out information on how to obtain American Academy of Professional Coders (AAPC)-approved Continuing Education Units (CEUs) for each Webinar attended.

ICD-10 Implementation

STAY THE COURSE

The Centers for Medicare and Medicaid Services (CMS) is re-examining the ICD-10 timeline, and the Department of Health and Human Services (HHS) has announced an intent to delay transition to ICD-10. As CMS has not officially changed the ICD-10 compliance date in Rule Making, the MHS is continuing as planned to meet the 1 October 2013 compliance date.

UBO Policy Manual Updates Routing for Approval

The UBO Policy Manual, last updated November 2006, has undergone an extensive revision. The document has been reformatted to meet DoD Manual standards, and all policies and procedures have been reviewed to make sure that they are in compliance with current Health Affairs (HA) policy and the DoD Financial Management

Regulation (FMR). The revised manual has been approved by both the UBO Program Office and HA TMA Leadership. Once approved by Washington Headquarters Services (WHS) and TMA Office of the General Counsel, the document will be routed to the Surgeon General of each Service for comment and approval. An announcement will

be made through your UBO Service Program Managers when the newly revised UBO Policy Manual has been published. The current UBO manual is available from the UBO Website at: http://www.tricare.mil/ocfo/mcfs/ubo/policy_guidance/manuals.cfm.

TPOCS News

Electronic Billing Rolling Out

As of 20 Jan 2012, the new clearing house (CYFLUENT) and PSI, the Tier III vendor, have started setting up both Army and Navy sites for electronic billing. This includes electronic pharmacy

billing. All sites should have a copy of the schedule for site set-up. The set-up will be conducted both remotely as well as at onsite visits. A point of contact (POC) from the clearing house will be

contacting each site to confirm and coordinate what's required. They have been working in the background with each site's TPOCS application and server over the last couple of months.

Windows 7 Compatibility

Microsoft support for the Windows Vista operating system expires in April 2012. We are receiving a lot of questions concerning TPOCS being

compatible with Windows 7. The TPOCS application is fully compatible with Windows 7. It was tested last year and no issues were found. Some sites reported

issues between Windows 7 and their printers. Please work with your IM staff on these issues.

ICD-10 Upgrade for TPOCS

The TPOCS helpdesk has received inquiries from some sites on the required change from ICD-9 to ICD-10

Diagnosis codes for encounters on or after 1 October 2013. The TPOCS application is not scheduled to be upgraded to

support ICD-10 Diagnosis Codes.

Requirements for Non-Specific Procedure Codes

One of the standard transaction requirements for HIPAA 5010 is the inclusion of additional information for non-specific procedure codes. When a non-specific procedure code is

submitted in the claim detail lines, there must be a description provided. A description is being added to TPOCS for CPT® procedure code 99199 (MHS institutional APV charge). If you

experience rejections with this or other non-specific procedure codes, please contact the UBO Helpdesk.

2012 CPT®/HCPCS Update

It is a new year, and with a new year comes new, modified, and deleted Current Procedural Terminology (CPT®)* and Healthcare Common Procedure Coding System (HCPCS) codes. These codes are updated annually and are effective at the beginning of the calendar year (1 January). In the Military Health System (MHS), they are estimated to start deploying 27 January 2012, and the rates for the new codes are estimated to be available and effective 1 July 2012 with the release of the Outpatient Itemized Billing (OIB) rates.

CPT® and HCPCS codes are used to collect charges for

professional and ambulatory institutional services (e.g., products, supplies, services and durable medical equipment). This year there are over 500 code changes, minor additions to the Evaluation and Management (E&M) Service Guidelines and modifier updates (*Source: AMA 2012 CPT® Professional Edition book; Ingenix 2012 HCPCS Procedure book*).

One notable change is that new instructions are provided to clarify billing when critically ill neonates or pediatric patients are transferred to a lower-level of care. More detailed information is available in the

UBO Learning Center's recent Webinar, "2012 CPT®/HCPCS Codes Update." To view the Webinar and download the presentation material, visit http://www.tricare.mil/ocfo/mcfs/ubo/learning_center/training.cfm. Scroll to the middle of the screen under "Past Webinars" to find the link to the Webinar. Questions may be submitted via e-mail to ubo.helpdesk@altarum.org. Information on how to obtain one (1.0) AAPC-approved CEU for this and other Webinars is also posted there.

*CPT® is registered trademark of the American Medical Association

CY 2012 OIB Rates: Under Construction

TMA UBO is currently developing the rates for the Calendar Year (CY) 2012 Outpatient Itemized Billing (OIB) cycle. If you have any

information regarding procedures or services that currently do not have rates but should be considered for the CY 2012 update, contact your

Service Program Manager and forward that information to the [UBO Help Desk](#) no later than 24 February 2012.

FY 2012 ASA Rates Updated as of 1 January 2012

The FY 2012 Adjusted Standardized Amounts (ASA) Inpatient Rates for Military Treatment Facilities (MTFs) that provide inpatient care have been revised.

The revised direct care inpatient ASA rates were updated to maintain the percentage increases in direct care ASA charges consistent

with the final TRICARE percentage increase in inpatient institutional payment for FY 2012. The earlier direct care ASA rates, effective 1 October 2011, were based on the information available at the time. Inpatient rates are used when billing for medical services furnished to inpatients at MTFs. The ASAs are based

on TRICARE rate charges for institutional and professional services using an indexing methodology.

With this revision, the overall ASA percentage change from FY 2011 to FY 2012 is a 5.66 percent increase.

The ASA rate package is posted on the [UBO Web Site](#).

UBO Pharmacy Rate Update Effective on Leap Day

The UBO Program Office has released an update for the Pharmacy Rate Table that will become effective on 29 February 2012. The updated table provides prices for approximately 133,600 National Drug Codes (NDCs) listed in the November 2011 Defense Logistics Agency (DLA) Managed Care Pricing File (MCPF).

This update implements a pricing methodology that uses TRICARE allowable payment data from the MHS retail Pharmacy Data Transaction Service (PDTS) database to set

UBO prices for a majority of prescription drugs so they correspond to what TRICARE allows. The methodology does not limit the availability of drugs; it only identifies billable drugs and the amount to bill. Where a drug is represented in the MCPF but not in the PDTS, the median average wholesale price methodology is used to set the price. Under this pricing methodology, the UBO Program Office continues to implement a \$2.00 per script dispensing fee—again consistent with the average dispensing fee allowed

by the TRICARE retail pharmacy.

In addition to providing pricing allowable by TRICARE reimbursement, the updated table provides a current list of NDCs to the MTF billing systems. In conjunction with the first FY12 UBO pharmaceutical rate update, the UBO Program Office has completed, audited, and released the DoD UBO Pharmacy Price Estimator Tool (PPET), which is available for download on the [UBO Web Site](#).

TMA UBO User Guide Modifications

The TMA UBO User Guide is a living document that provides functional guidance on current MHS billing procedures. It is updated periodically. Changes are noted in the “Document Change History” on page 2, with effective dates. Following is a summary of the changes.

We updated Appendix 3C to provide a link to the National Uniform Claim Committee’s (NUCC) Website for the most current version (7.0) of its Reference Instruction Manual

(RIM). The RIM provides instructions for completing form CMS 1500 (08/05). Form CMS 1500 is the paper claim form used to bill for professional services.

Another change made was to replace “UB-92” with “UB-04” throughout the User Guide. UB-04 is the updated paper claim form used to bill for institutional/hospital services.

The most current version of the TMA UBO User Guide and the NUCC RIM are available

for reference and download on the TMA UBO Website at: http://www.tricare.mil/ocfo/mcfs/ubo/policy_guidance/userguide.cfm. If you have any questions about the above revisions please send them to UBO.Helpdesk@altarm.org.

If you have any recommended additions, deletions, or revisions to the User Guide, submit them to your Service Program Manager.

Protecting PHI and PII – It Starts with You

The start of a new year is a good time to review federal and DoD privacy and security laws and regulations and your MTF’s policies and procedures relating to the use and disclosure of protected health information (PHI) and

personally identifiable information (PII). PII is information about an individual which identifies, links, relates, or is unique to, or describes him or her. This includes information which can be used to distinguish or

trace an individual’s identity and any other personal information which is linked or linkable to a specified individual. PHI is PII linked to an individual’s physical or mental health records.

PHI & PII—Continued

The DoD recently added Electronic Data Interchange Person Number (EDIPN) to the list of elements considered PII, and when linked to a health record, it is considered PHI.

Every military and federal employee and contractor must take all necessary precautions to ensure that personal information held in their custody is protected and secured appropriately at all times. Review all outgoing e-mails, including those to the UBO Helpdesk, to ensure they do not contain PHI (patient-specific health information) or PII (patient-specific financial

information), and remove and de-identify all unique person identifiers in your data before sending. Blocking or covering PHI or PII in a screen shot of encounter data is not sufficient.

Last year, the UBO contract support staff and the UBO.Helpdesk@altarum.org received multiple telephone calls and e-mails containing PHI and PII. In accordance with federal laws, we document and report each case to the TRICARE Privacy Office and the United States Computer Emergency Readiness Team (US CERT).

For further information, visit the TMA Privacy Office

Web site at <http://www.tricare.mil/tma/hipaa/privacy-security.aspx>. For questions or further clarification of your responsibilities, contact your Service UBO Program Manager.

PAY ATTENTION to materials you are sending to others. PHI and PII must be disguised or permanently obscured; files must be encrypted; the addresses of recipients should be carefully checked. Mistakes risk exposure, fines, and reprimands.

UBO Web Site and Logo Redesign

You may have noticed over the past year that the TMA UBO Program Office logo, Web site, newsletter, and presentation templates have all had facelifts for a fresh coordinated look and to mirror the Program Office's goal of providing current and timely information and resources to MTF personnel. All of these elements now incorporate designs and color schemes from the TRICARE Management Activity Office of the Chief Financial Officer, Managed Care and Financial Studies (OCFO, MC&FS) Division, reinforcing UBO's connection with that Directorate.

Revisions to the Web site include more intuitive navigation. Bookmarks on long Web pages have been added, and most of the Web pages have been shortened by keeping the current and previous years' material and moving older material to the Archives page. Information not found on the Archives page can be obtained by contacting UBO.Helpdesk@altarum.org.

The revised site now can also accommodate large files so users do not have to log onto a different site for those files. All information and downloads are contained within the TMA UBO Web site. Previously, some users were locked out of the other

site if they forgot their user name and 15-character password, or the site would lock if a user incorrectly entered that information.

The Learning Center page also has new features. Teleconferences have been upgraded to a Webinar format, and CEU credit is available for each new course. A downloadable Webinar survey is available so participants can provide their feedback and recommend topics and speakers.

Finally, a "UBO 101" page will be coming soon. It will be an interactive learning page designed for those new to the UBO program.



UBO Learning Center

The TMA UBO's Learning Center provides monthly Webinars for the UBO tri-Service staff in a range of topics that pertain to MTF revenue cycle management across the Services. Many of the speakers are volunteers from the field. The Program Office appreciates their time and effort and thanks them for sharing important and timely information with their colleagues and other MTF personnel.

We always welcome suggestions for Webinar speakers and topics. If you would like to volunteer as a presenter or suggest a topic and recommend a speaker, e-mail UBO.LearningCenter@altarum.org. Include a synopsis of the topic and a brief speaker biography.

UBO Learning Center Webinar Schedule

February 2012	SIT/OHI Basics
March 2012	How to Assign and Use PATCATs
April 2012	MSA Daily Duties and How to Run Reports/Notify Roster
May 2012	How to Manage MSA
June 2012	CY 2012 Cosmetic Surgery Rates and CSE v.8 Update
June 2012	CY 2012 Outpatient Itemized Billing (OIB) Rates Update
July 2012	FY 2012 Pharmacy Rates Update
August 2012	Using Correct Provider NPIs
September 2012	ICD-10 MHS Billing Impacts Update

Visit the TMA UBO Learning Center Web site at http://www.tricare.mil/ocfo/mcfs/ubo/learning_center/training.cfm for any schedule changes and presentation materials. Archived Webinars, information on how to receive continuing education unit (CEU) credit, and a Webinar survey form is also available there. We encourage and invite you to complete the survey; your feedback is appreciated and important for us to provide the information you need to do your job more effectively.

Share Good News or a Bright Idea!!

Send us your MTF's best practices and stories, including real-life experiences, successes, and how you have overcome challenges.

If your MTF and UBO Program Office have a good news story, accomplishment, or tip(s) to share, e-mail us your story at:

UBO.helpdesk@altarum.org

Include your name, MTF location and contact information. Editors are available to help you share your ideas effectively.

Happy Retirement to the Director of MC&FS

Mr. David Fisher served as Director of Management Control and Financial Studies (MC&FS) from June 2000 until his retirement in December 2011, culminating a distinguished government

career. Mr. Fisher accumulated an exemplary record of sustained superior performance, and he provided significant contributions to the MHS and to the worldwide Defense Health Program that

provides quality health care for 9.7 million beneficiaries.

We congratulate him on a job well done and wish him well in the next phase of his life.

Welcome Aboard New Service Program Managers

The TMA UBO Program Office welcomes two new Service Program Managers:

Ms. Stephanie Shaffer-Lanning, CPC, Navy Medical East (NME) Regional UBO Manager, and

Mr. Hector Laureano, Army MSA Program Manager.

In Memory of a Respected Colleague



Margie Casteel

The TMA UBO Program Office remembers Mrs. Margie Casteel, Regional Uniform Business Office Manager and Medical Services Account Officer based at Eisenhower Army Medical Center. She was a respected colleague and dedicated professional.

Mrs. Casteel's contribution was acknowledged by her superiors for her "inspiring attitude and confidence...and professionalism." She was

responsible for developing, implementing, and evaluating the effectiveness of the functions related to billing, balancing, and collecting money from third parties, Patient Trust Funds, and Medical Service Accounts. For over 34 years, she generously shared her knowledge with her colleagues. She will be missed.

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