Anesthesia Module

Anesthesia Billing

Anesthesia billing is unique for the following reasons:

- CPT to ASA mapping
- Unit Calculation
- Fee/Expected Fee Calculation
- Resident Billing
- CRNA Billing
- Concurrency

Concurrency

Concurrency is defined as the maximum number of procedures that the physician is medically directing within the context of a single procedure and whether these other procedures overlap with each other.

Profiles Associated with the Anesthesia Module

Anesthesia Link: The anesthesia link gives a user the ability to define plan specific rules that can be linked to plan specific naming conventions, attach them to one plan or a number of plans, and then associate specific rules and edits that are cross referenced at the time of running a concurrency check and at the time of doing auto charges.

Once you define a naming convention, the following edits appear:

Field Description

- **Secondary CRNA Allowed** – If this field is checked a user can bill for the secondary CRNA to the carrier.
- **Resident Concurrency** – If this field is checked SequelMed will check for resident concurrency.
- **5 or More Concurrent Cases Allowed** – If this field is checked SequelMed will calculate and check for 5 or more concurrent cases.
- **Calculate Billing Modifiers** – If this field is checked SequelMed will calculate the appropriate modifiers based the services rendered and will also generate a separate bill, one for the provider and one for the CRNA if both are on the case.
- **4 or More Concurrent Cases Warning** – If this field is checked SequelMed will generate a warning at the time of checking concurrency to let the user know that there are 4 or more concurrent cases going on.

The anesthesia link also allows a user to define rounding, initial limit, and any additional duration per unit.

Field Description

- **Rounding -**
    1. Round Up –
    2. Round Down -
    3. Actual - The exact reporting of minutes
    4. Round 1 Decimal -
    5. Round Whole –
- **Duration Per Unit** – If you choose to leave this field blank, then SequelMed will default to 15 minute intervals per unit, unless you specify otherwise
- **Initial Limit** – If you do not define this field there will be no limit. If you choose to define this field the unit will calculate up to the limit. Anything exceeding the initial limit will then use the additional duration per unit
- **Additional Duration per Unit –** Any case that exceeds the initial limit will default to whatever is defined in the additional duration per unit field.
- **Comments –** This field is used for internal comments associated to the profile. This field will not print out anywhere

The following options can be found in both Anesthesia Link and Anesthesia Case. These options will allow clients to enter the carrier specific rules in the anesthesia link and to enter all pertinent information in the Anesthesia Case window. SequelMed will bill the anesthesia procedures per the guidelines entered in the Anesthesia Link.

- **Physical Status Modifier Units** – When the Physical status is selected in the Anesthesia Case Window, the Physical Status Modifier will automatically be billed. This will increase both the charge and remittal units by the number of units entered in the field. When all physical status modifiers are equal to zero, then the physical status will not be billed out.

- **Combine Attending and CRNA** – Sequel will automatically combine both the attending and CRNA charge on one line including modifiers (first attending then CNRAs).

- **Extreme Age** – The system will automatically bill out extreme age either by adding the CPT code entered in the field and/or adding the modifier and units entered in the Anesthesia Link. The criteria is based on over 70 or less than 1.

- **Emergency** – When the Emergency box is selected in the Anesthesia Case Window the CPT code and/or modifier and units entered in the Anesthesia Link will be billed.

- **Hypotension** – When the Hypotension box is selected in the Anesthesia Case Window the CPT code entered in the Anesthesia Link will be billed.

- **Hypothermia** – When the Hypothermia box is selected in the Anesthesia Case Window the CPT code entered in the Anesthesia Link will be billed.

Once we have created the Anesthesia Link, to use the link we should associate it to a plan in the Plan Profile. For Example, we can create an Anesthesia Link called Medicare and we can tell SequelMed that we want it to calculate the appropriate modifiers, or warn us if there are 4 or more concurrent cases going on at one time.

Please Note: If an anesthesia link is already associated in the crosswalk, then SequelMed knows to bill out the ASA code instead of the CPT code.

Anesthesia Crosswalk: The Anesthesia Crosswalk displays the preloaded table of CPT's mapped to ASA's. Users can also create their own crosswalks or make modifications to the existing table at any time.

Field Description

- **Anesthesia Link –** The link created in the anesthesia link profile (see Anesthesia Link description)
- **CPT –** The CPT code
- **ASA Code –** The ASA code
- **Base Unit –** The remittal base unit; if you want to bill out the carrier specific base unit instead of the unit defined unit in the procedure profile then you should populate this field. If you leave this field blank SequelMed will look to the procedure profile and will be display the total units in the charge detail window

  For example:
  1. We created an Anesthesia Crosswalk for Medicaid
  1. In the procedure profile (which is not plan specific) CPT 20982 has a base unit of '4'
  2. In the Base Unit field within the anesthesia crosswalk (which can be plan specific) you have a base unit of '3'
  3. So 4 + 3 = 7   and   7 – 4 + 3 = 6
  4. 6 units will be displayed in the charge detail window if we have a base unit value in the base unit field

Button

- **Copy Button –** Allows the user to copy an anesthesia crosswalk instead of having to recreate one

Now, in general, even though there is only one anesthesia code for any one CPT code, there may be many CPT codes that describe a procedure without describing the specific anatomic location, while ASA's are specific to both the procedure and the anatomic location. So, in SequelMed you can enter a single CPT code and view a table of all ASA codes that can map to the CPT. You can simply choose the correct ASA and select it.

Please Note: If you want to enter the straight ASA you can do that as well. It is the preference of the client.

For example:
1. CPT 20982 maps to ASA 01220
2. CPT 2098200190 maps to ASA 20982*0190
3. CPT 2098200450 maps to ASA 20982*0450

Procedure Profiles: The Procedure profile is where we load all the Anesthesia Unit Values. This is a preloaded table including all anesthesia codes (00100- 01999) with a TOS of '07'. Additionally a user has the option of changing the TOS to '07' for any code, but this is not necessary for the anesthesia module to work correctly. Meaning, if you are using a CPT with a TOS of '02', when you enter the concurrency data SequelMed will convert the TOS to '07' for you as long is there is time associated with the charge. So, a single CPT can be used for both anesthesia billing and any other type of medical billing depending on how you enter the charges.

Field Description

- **# of Units –** The number of units pertaining to a CPT. This field is used for non-anesthesia services
- **Anesthesia Units –** The number of anesthesia base units associated with a CPT
- **TOS –** The type of service being rendered

Anesthesia Case Type: The Anesthesia Case defines anesthesia case types (i.e. General, MAC, and Epidural). This allows you to choose from the various types of Anesthesia at the time of entering cases and will calculate the appropriate warnings and errors based on the case type at the time of checking concurrency and doing auto charges. The anesthesia case type defines more specific rules based on a case, unlike an anesthesia link that defines specific rules based on the plan.

Field Description

- **MAC –** (Monitored Anesthesia Care) If this field is checked SequelMed will add a QS modifier
- **Block –** If this field is checked SequelMed will allow for block cases and will bill out with the provider who spent the longest amount of time with the patient
- **Epidural –** If this field is checked SequelMed will allow a physician to be personally performing multiple cases at the same time
- **Max CC-** The maximum concurrency for a case (defaults to 99); If you only allow 1 case then you would get a warning or error

Anesthesia Remittal Base Units: Used for expected fees; If you define the expected unit in the procedure profile then you do not need to define this field. However if you are billing out a higher or lower unit value for a specific payer then you should define this field.

Please Follow These 7 Steps:

1. Enter Patient Demographics
2. Enter Anesthesia Case
3. Enter Concurrency Data
4. Run Concurrency check through Anesthesia Case Admin
5. Do Auto Charges
6. Claim Editing
7. Submission

1. Enter Patient Demographics
Please refer to Patient Demographics chapter

2.   Create Anesthesia Case:

Adding a new anesthesia case through SequelMed is accomplished through just a few steps
- Defining the patient
- Defining the type of anesthesia for the case
- Choosing the correct location for the service rendered
- Entering a date of service
- Associating a Diagnosis Code

To begin the New Anesthesia Case process
- Select Medical Case from the Batch menu
- Click on Anesthesia Case
- Hit the New Button

Anesthesia Case

Required Fields	Hot Keys
• Account # • Type • Location • From Date • ICD-9	• N - New • D - Delete • H - Help • S - Save • E - Exit

Field Description

- **Account #** (required) **-** Enter the Account # for the patient. If you do not know the account # you can click on the icon to the right of the field of hit the home key on your keyboard. This will take you to the Patient Browse window where the table of all existing patients is located. Once you find the patient you are looking for, you can highlight them and hit the Select button. The Patient Browse window will close and the patient's account number will appear in the account # field. It will also self populate the plan of the patient, the name of the practice and a self generated case #. **Please Note:** If the patient has not been entered into SequelMed at all, when you are in the Patient Browse window you can hit the new button and create the patient demographics at that point.
- **Plan** – This defaults to the patient's primary plan. If the patient has another plan you can hit the home key on your keyboard, which will display all the plans associated to the patient. At that point you can select the correct plan. If the patient does not have any plan then this field can remain blank.
- **Type** (required) – This is the type of anesthesia (i.e. Normal, MAC, and Epidural). Use the drop down menu to choose the correct type of anesthesia.
- **Location** (required) **–** This is the location where the services are being rendered
- **Practice –** This is the practice that the patient belongs to
- **From Date** (required) – This is the From date that the services were rendered

- **Admission Date** – This is the date that the patient was admitted into the location where services were rendered
- **ICD 9 (1)** (required) – The diagnosis code(s) pertaining to the patient
- **PAN –** This is the field used to document a Prior Authorization Number
- **Facility** – This is the name of the facility where services were rendered; this field is used for reporting purposes only.
- **Ref Provider** – This is the referring provider field. This field will self-populate if a referring provider was entered and linked to the patient demographics.
- **Hospital Case #** - This field will self-populate with a hospital case # if a client is receiving hospital feeds. A user can also manually define a hospital case number
- **Auto Charges** – This field automatically defaults with a check mark and allows the entered case to appear in Anesthesia Case Admin to do a concurrency check
- **Hold Case** – If this field is checked the user has the option of holding the case for an unspecified amount of time. When you remove the check the case will no longer be on hold
- **Electronic** - The charges associated with this case # will be billed electronically. If for some reason you wanted to drop a claim to paper, you could remove the electronic check mark from this field.
- **Case #** - A self generated # assigned to every case that is created
- **Completed** – This field displays that the case was completed. A case becomes complete when the Anesthesia Case was created, the charges were entered, concurrency was run and the charges were posted.
- **Case Closed** – This field displays that a case has been closed. A case is considered closed when there is a $0 balance.
- **Cancel** – This field is used to display that a case has been cancelled. In order to cancel a case you must detach any visits associated with the case,
- **Enterer By** – The SequelMed user who entered the case
- **Plan Charge** – This represents the amount of monies charged out to the plan
- **Patient Charge** – This represents the amount of monies charged out to the patient
- **Plan Payment –** This represents the amount of monies paid by the plan
- **Patient Payment** – This represents the amount of monies paid by the patient
- **Comments** – Comments associated with the case. These will not print out on the CMS 1500 form
- **Claim Comments** – This field is used for visit based comments

3.   Enter Concurrency Data

To begin the Concurrency Data entry
- Click on the Concurrency Data tab
- Hit the New Button

The following example illustrates how concurrency is checked:

Procedure A begins at 9:00 am and lasts until 9:20am
Procedure B begins at 9:10am and lasts until 9:45am
Procedure C begins at 9:30am and lasts until 10:15am
Procedure D begins at 10:00am and lasts until 1:00pm

Procedure E begins at 10:10 and lasts until 10:55am

From 9:00 am to 9:20 am the length of procedure A, the anesthesiologist medically directed two concurrent procedures, A and B.
From 9:10 am to 9:45 am, the length of procedure B, the anesthesiologist medically directed two concurrent procedures. From 9:10 to 9:20, the anesthesiologist medically directed procedures A and B. From 9:20 to 9:30 the anesthesiologist medically directed only procedure B. From 9:30 to 9:45, the anesthesiologist medically directed procedures B and C. From 9:45 to 10:00, the anesthesiologist medically directed procedure C. From 10:00 to 10:15, the anesthesiologist medically directed procedures C and D. From 10:10 to 10:15 the anesthesiologist medically directed procedures C, D and E. Thus during procedure C the anesthesiologist medically directed, at most, three concurrent procedures.
This same analysis shows that during procedure D or E, the anesthesiologist medically directed, at most, three concurrent procedures.

(Please refer to Illustration 1 on page 12)

Concurrency Data

Required Fields	Hot Keys
• CPT	• I - Patient • A - ASA • N - New • D - Delete • H - Help • C - CPT • P - Provider • N - CRNA • R - Resident

Field Description

- **CPT** (required) **–** A required field. You can enter a single CPT code and view a table of all ASA codes that can map to the CPT. You can simply choose the correct ASA and select it.
- **Procedure Type** - This field can be used to track the time the patient is in each area (Pre Op, OR etc.). In addition, a flag can be set in the Procedure Type Profile not to include a certain procedures time in the time calculation
- **Provider –** The provider that was on the case. You can hit the Home key on your keyboard to display the entire table of providers. **Please Note:** You can leave the provider field blank if there is only a CRNA on the case.
- **Fr Time –** The time that the provider started.
- **To Time –** The time that the provider stopped.
- **CC –** This field self populates the concurrency after the charges have been pushed through Auto Charges.
- **Res CC –** This field self-populates after the charges have been pushed through Auto Charges.
- **Room** (OR Suite) - This field is the operating room patient is in.

- **CRNA –** The CRNA that was on the case. You can hit the home key on your keyboard to display the complete table of CRNA's. If there is no CRNA assigned to the case then you can leave this field blank.
- **Fr Time –** The time that the CRNA started.
- **To Time –** The time that the CRNA stopped.
- **Resident –** The resident that was on the case. You can hit the home key on your keyboard to display the entire table of residents. If there is no Resident on the case you can leave this field blank.
- **Fr Time –** The time the resident started.
- **To Time –** The time the resident ended.
- **Comments –** This field is for notes.
- **From Date –** If the case spans two dates then you can enter the from time in this field.

4. Anesthesia Case Admin

Checking the Concurrency through SequelMed involves
- Selecting a date range and location
- Running a concurrency check
- Verifying that the claims will pass through auto charges
- Pushing the clean claims through auto charges

To begin the Concurrency Check
- Select Medical Case from the Batch menu
- Click on Anesthesia Case Admin
- Hit the Find button
- Select All
- Hit the CC Check Button

Anesthesia Case Admin

Required Fields	Hot Keys
• There are no required fields in this window	• A - Practice • O - Location • M - From • O - To • R - Retrieve • S - Select All • F - Find • T - Details • P - Print • H - Help • E - Exit

Field Description

DOS – The date the services were rendered
Location – The location where services were rendered
Practice – The Practice associated with the Location and DOS
# of Cases – The total # of cases for the specific DOS, Location and Practice
# of CPT – The total # of CPT's within the case

Concurrency Warning and Errors

- Anesthesiologist is medically directing and personally performing at the same time
- Provider concurrency 4
- CRNA cannot be on multiple cases at the same time
- Case spans two dates
- Unsupervised CRNA||CRNA cannot be on multiple cases at the same time
- Case does not allow for block time
- Provider from time is greater than to time
- Resident time not between physicians from and to time
- CRNA time not between physicians from and to time
- CRNA not allowed in fee base CPT

5. Do Auto Charges

To do Auto Charges you must
- Correct all of the concurrency errors
- Select the charge(s) that you are ready to post
- Hit the Auto Charges Button
- Hit OK once you have reviewed the information

Auto Charges

Required Fields	Hot Keys
• There are no required fields in this window	• H - Help • C - Cancel • K - OK

Field Description

- **Case From Date –** The date that the case started from
- **From Date – ???**
- **Location –** The location where the services are rendered
- **Account # -** The account number of the patient
- **Patient –** The name of the patient

- **Plan –** The name of the plan
- **Case # -** The case # assigned
- **CPT –** The CPT code used in the case
- **Auto –** This allows the charges to be posted automatically when you hit the Do Auto Charges button
- **Provider –** The name of the provider who is rendering the service
- **From Time –** The time that the provider started
- **To Time –** The time the provider stopped
- **MI –** This field displays the minutes of the case
- **CC –** This field self populates the concurrency
- **Mod 1 –4 –** This is where a user can enter diagnosis codes
- **Res CC –** This field displays the resident concurrency
- **CRNA –** The CRNA that was on the case
- **Fr Time –** The time the CRNA started
- **To Time –** The time the CRNA stopped
- **MI –** This field displays the minutes the CRNA was on the case
- **-MI - ???**
- **Resident –** The resident assigned to the case
- **Fr Time –** The time the resident started
- **To Time –** The time the resident stopped
- **Rejection Reason –** A rejection reason will appear if there is something wrong with the concurrency. SequelMed knows that a rejection reason should appear because it looks to the Anesthesia Link and the Anesthesia Case Type.
- **Ignore –** If this field is checked then SequelMed will ignore the warning and push the charge through auto charges.
- **Warning –** A warning will appear with there is something wrong with the concurrency. SequelMed knows that a rejection reason should appear because it looks to the Anesthesia Link and the Anesthesia Case Type.
- **Complete –** If you see the word complete when do auto charges, that means that the specific line item has already been pushed through auto charges and is now in claim editing. It will only appear back in the Auto charges window so that the user can see all cases entered on that specific date of service.

Buttons

- **Batch # -** This field allows a user to enter a Charge Batch # so that all the charges can be associated with a batch #
- **Sort –** This button allows us to sort columns
- **Case –** This button takes us directly into the case
- **Patient –** This button takes us directly into the patient demographics

6. Claim Editing
Please refer to Claim Editing Chapter

7. Submit -   Please refer to Submit Chapter

The Most Commonly Used Anesthesia Modifiers

AA Anesthesia services performed personally by anesthesiologist

AD Medically supervised by a physician for more than four concurrent procedures

QK Medically directed by a physician for more than four concurrent procedures

QX CRNA with medical direction by a physician

QY Medical direction of one certified registered nurse anesthetist (CRNA) by an anesthesiologist

QZ CRNA without medical direction by a physician

QS Monitored Anesthesia Case

23 Unusual Anesthesia

P1 A normal healthy patient

P2 A patient with mild systemic disease

P3 A patient with severe systemic disease

P4 A patient with severe systemic disease that is a constant threat to life

P5 A moribund patient who is not expected to survive without the operation

P6 A declared dead patient whose organs are being removed for donor purposes

Illustration 1