

Updated Only for Logo and Branding

Provider Notice

To: All HealthChoices Providers
Date: January 20, 2004
Subject: AD 04 003 Notification Requirements for PerformCare as Secondary Payer
Originally Issued as PROVIDER INFO AD 04-003 Administrative Update Notification of Treatment When CBHNP is Secondary Insurance

Included in this *Provider Info*

Within one business day of the admission, Providers will notify PerformCare of a Member's admission, anticipated discharge date and discharge plans, prior to the Member's discharge, from inpatient care when the PerformCare Member has other primary insurance.

1. Background

PerformCare is committed to assuring that our Members get the best, most comprehensive care possible. Therefore, it is necessary that PerformCare be notified when a Member enters inpatient care with a network Provider.

2. Provider Responsibility to Report upon admission:

- 2.1 Physical health plan coverage and any other primary insurance
- 2.2 Presenting Problem: (Clinical information / symptoms. Why Member needs requested level of treatment)
- 2.3 Emergency contact information
- 2.4 Can the Member return home following treatment (if applicable)

3. Provider Responsibility to Report prior to the day of discharge:

- 2.5 Date of discharge
- 2.6 Axis I- Axis II Diagnosis information
- 2.7 Discharge plan (level of care, date, time and location of aftercare appointment). Members should be discharged with a scheduled aftercare appointment.
- 2.8 Member's clinical symptoms, presentation and relevant situational information.