

Administrator Alert

*Policy updates & rule clarifications for Assisted Living,
Residential Care & Nursing Facilities*

Office of Licensing & Quality — Oregon Department of Human Services

September 15, 2009

MMIS TRAINING - NURSING FACILITY BILLING

Dear Administrator,

Please share this Administrator Alert with the person(s) responsible for billing the Department for Medicaid nursing facility services.

The Department of Human Services has scheduled an all day, in-person training in **Roseburg, Oregon** to review the nursing facility Medicaid billing instructions. Please complete the attached registration form for each person who will attend the training.

During this training, DHS will cover the following topics:

- How to check client eligibility
- How to bill using the paper UB-04
- How to bill using the Provider Web Portal
- How to read a remittance advice
- Common billing errors and reasons for denied claims

Training Information:

Date: September 29, 2009
Time: 9:00 a.m. – 3:00 p.m.
Location: Roseburg DHS - Room 1&2
1937 W. Harvard Ave.
Roseburg, OR 97470



For more information, contact the DHS Office of Licensing and Quality of Care, 1-800-232-3020. Visit the DHS Web site at www.oregon.gov/DHS/