Configuring Allowables

ALLOWABLES

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- Partner tracks contract fee schedules, also known as allowables, in the Contract Fee Schedule Editor ('allowedit')
- In this session we will cover:
 - Creating & Editing Allowables
 - Assigning Allowables
 - Comparing Payments to Allowables

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- Reports

CREATING & EDITING ALLOWABLES

• Type 'allowedit' at a Unix prompt, or navigate to the Contract Fee Schedule Editor in your Partner windows.



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CREATING & EDITING ALLOWABLES

• You can select "Add New Schedule" <F5> to create a new contract fee schedule.

с	ontract	Fee Schedule Editor - Select Schedule
	Status	Fee Schedule Name
3	Active	Aetna
	Active	BCBS
	Active	Cigna
	Active	Keystone
	Active	United Georgia Health
		\frown
Edit By Edit	Change	Assign Add New Clone Changes
CPT Schedule	Name	Schedule Schedule Log
	_	
6		
pcc		
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CREATING & EDITING ALLOWABLES

• Give a name to your new schedule





CREATING & EDITING ALLOWABLES

• To edit a your allowables, select an allowable schedule, and press <F2> to "Edit Schedule"



CREATING & EDITING ALLOWABLES



Can change sorting

Reference RBRVU/BNA

· Assign allowables and start date (previous contract amounts and assignment dates will show).

CREATING & EDITING ALLOWABLES



Can change sorting Reference RBRVU/BNA Assign allowables and start date (previous contract amounts and assignment dates will show).

CREATING & EDITING ALLOWABLES

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• To edit a procedure's allowable, select an allowable schedule, and press <F1> to "Edit By CPT"



CREATING & EDITING ALLOWABLES



- Enter a CPT pattern
- Reference RBRVU/BNA
- Assign allowables and start date (previous contract amounts and assignment dates will show).
- Amount entered for first procedure will copy to all procedures on screen. Make sure to change the code entries to which the amount

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CREATING & EDITING ALLOWABLES



- Enter a CPT pattern
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- Amount entered for first procedure will copy to all procedures on screen. Make sure to change the code entries to which the amount

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ASSIGNING ALLOWABLES

• Allowables can also be assigned to insurance plans in the Table Editor ("ted")

Insurance FLAN DEFORMATION Entry 124 of 351 Insurance FLAN DEFORMATION Entry 124 of 351 Insurance FLAN Base: Steen Leaf Insurance Insurance FLAN Base: Steen Leaf Ins S0 Short Hame: 5.11 Address: Address: B929 Main St City: Fittsburgh Ins Type: CI Filing ID: CI Subset Healtby United Not State Code 3: City: Fittsburgh Code 3: Eligibility ID: Code 3: Subset Healtby United Code 3: Subset Healtby United Code 3: Special Information File: config/IC/IC gli Is this a Medicaid plan? No Accept assignment? Yes Expect copays for visits to the Doctor's office? No Expect copays for visits to the St and bespita?? No Expect copays for visits to Ch and be rocedure? No Expect copays for visits to Ch and procedure? No Consult Motes Expect copays for visits to Ch and bespita? No Expect copays for visits to BL and bespita? No Expect copays for visits to Ch and bespita? No Consult Motes Expect copays for visits to Ch and bespita? No Expect copays for visits to BL and bespita? No Expect copays for visits to Ch and procedure? No Consult Motes B



COMPARING PAYMENTS TO ALLOWABLES

• With allowables now assigned, the allowed amount for a charge will appear when entering a payment in "pip", allowing for immediate identification of

11	INSURANCE charges for	Pebbles Flinsto	ne Date of Pay	yment: 09/30/08	
C C	Acct Statury Budget		Bat Status: Modio	caid, Needs Extra Time	2
	DATE PROCEDURE CH		COPAY PAYMENT	ADJUST BALANCE	
(08/20/08 99214 \$ 1	.35.00 \$ 135.00 \$	10.00 \$ 130.00 S	0.00 5 5.00	
	94010 <u>Ş</u>			·	
	TOTALS: \$ 2	05.00 \$ 135.00 \$	10.00 \$ 130.00 §	0.00 \$ 5.00	
	Payment Type: Ins P	mt	Current Insurance:	Green Leaf Ins \$0	
	Adjust Type: Ins A	dj	Next Insurance:	BCBS \$20 Empire	
	Allow Schedule Healt	hy United	Check Number:		1
					1
	Save View Payments Account	View Patient		Config Allowed	
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REPORTS

• In the Smart Report Suite ("srs"), under "Payment and Proving Out Reports", you'll find reporting to help you identify underpayments and overpayments



