Configuring Allowables

ALLOWABLES

- 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
  - Reports

CREATING & EDITING ALLOWABLES

- Type ‘allowedit’ at a Unix prompt, or navigate to the Contract Fee Schedule Editor in your Partner windows.
CREATING & EDITING ALLOWABLES

- You can select “Add New Schedule” <F5> to create a new contract fee schedule.

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CREATING & EDITING ALLOWABLES

- Give a name to your new schedule

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CREATING & EDITING ALLOWABLES

- To edit 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).

• 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 allowable 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 applies.

ASSIGNING ALLOWABLES

- Press <F4> to “Assign Schedule”
- Review Assigned Plans
- Press <F4> to “Assign” Plans
- Make your selections and press <F1> to “Save”
ASSIGNING ALLOWABLES

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

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 underpayments

REPORTS

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