# Oversight Reporting: Using Data to Make Practice-Level Decisions

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#### **Quick Brainstorm**

- Which reports and data are most important to your practice?
- Which areas at your practice require the most oversight?





## Agenda

- A glimpse of a couple dozen PCC and Dashboard reports useful for practice oversight
- Practice session







#### Take-Aways

- An understanding of specific PCC or Dashboard reports that are important to the health of your practice
- A recognition of the areas of your practice that need the most oversight and ways you can address those areas
- Experience running PCC oversight reports yourself, for your own practice





# **Types of Oversight Reporting**

- Operational:
  - Information necessary to oversee routine operations of the practice
- Strategic:
  - Information related to the long-term growth and ongoing business aspects of the practice
  - May be influenced by external mandates: PCMH, Pay-for-Performance, Meaningful Use guidelines, etc.





# Routine Billing Oversight Reports





## **Review Charge Posting/Coding**

- PCC dailycheck program
  - Can identify whether providers or billing staff are missing any charges
  - An experienced coder should run this, preferably not the person posting charges





#### **Review Daily Charge Posting**

(	DAILY CHECK	
	Include Charges: Posted on Jan 23, 2013	
	Place of Service: All Places of Service	
	Provider: All Servicing Providers	
elect "Full" or_	Report Detail: Brief with All EEF Items	
"Brief" Report	Sort Report by: Patient Name Display EEF Items from	
	Send Report to: X Screen Printer Interactive Screen	
	Generate Report	





#### **Review Daily Charge Posting**

1	DATE P	PRV PROCEDURE	DIAGNOSIS	INSURANCE	AMOUNT	COPAY
Posted In	PATIENT:	Troutman, Dara (F 4 yrs	, 6 mos)		BORN:	06/25/08
checkout	POS:	Office				
	01/23/13 W	÷				15.00
PCC EHR's	01/23/13 W	I Lead Test	Otitis Med	Capital Bl	48.00	0.00
EEF Record		TOTAL			127.00	15.00
	ELECTRON	IIC ENCOUNTER FORM				
		OV Expanded Focus	Otitis Media			
		Lead Test				
		*Urinalysis with Micr				
		*Rapid Strep Screen				
	t itom	dded after checkout				
	ILEM a	luded alter checkout				





### **Billing Error Report**

#### Insurance Billing & Collections

Prepare/Submit Electronic Claims	(preptags/ECS)
Print Paper Claims	(HCFA)
Post Insurance Payments by Patient	(pip)
Insurance Aging Report	(insaging)
List Old/Pending Charges	(inscoar)
View Archived Claim Reports	(ecsreports)
Billing Error Report	(srs)
Claims Never Submitted	(srs)
Claims Last Submitted > X days ago	(srs)
Claims First Submitted > X days ago	(srs)
Correct Mistakes by Patient	(oopsp)
Correct Mistakes by Account	(oops)
Edit Accounts	(fame)
Edit Patients	(notjane)
Resubmit Claims	(maketags)
List Patients by Insurance Company	(listins)

- Also in srs Billing/ Collection Reports as "Claim Error Report"
- Identifies all claims with an "error" or "rejected" status (from internal PCC claim scrubbing, clearinghouse, or payor)





#### **Billing Error Report**

Acct Acct Last Name	Acct First Name	Pat Pat First Name	Date of Current Billing Status	Current Billing Status	Current Billed Message	Transaction Date	Charge Amount	Amount Due
D. T.	2	2.2	-		Error	e	272	
094 Miller	Lance E	2169 Cunigue	07/02/16	Tagsplit Error/Rejection	Claim (from Retired Insurance Plans) to Error	11/07/15	\$75.00	\$65.00
0 esponsible Party	Group: Hoal	0					\$4,465.00	\$2,612.95
Acct Acct Last Name	Acct First Name	Pat Pat First Name	Date of Current Billing Status	Current Billing Status	Current Billed Message	Transaction Date	Charge Amount	Amount Due
475 Gordon	Neeru	733 Jason	02/21/17	Tagsplit Error/Rejection	Claim (from Health Assurance) to Error	06/24/16	\$56.00	\$46.00
			11/22/16	Tagsplit	Claim (from Health	01/23/16	\$15.00	\$15.00
169 Lingle	Gary	2005 Jessica	11/22/10	Error/Rejection	Assurance) to Error			



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#### **Claims Never Submitted**

Insurance Billing & Collections	
Prepare/Submit Electronic Claims	(preptags/ECS)
Print Paper Claims	(HCFA)
Post Insurance Payments by Patient	(pip)
Insurance Aging Report	(insaging)
List Old/Pending Charges	(inscoar)
View Archived Claim Reports	(ecsreports)
Billing Error Report	(srs)
Claims Never Submitted	(srs)
Claims Last Submitted > X days ago	(srs)
Claims First Submitted > X days ago	(srs)
Correct Mistakes by Patient	(oopsp)
Correct Mistakes by Account	(oops)
Edit Accounts	(fame)
Edit Patients	(notjane)
Resubmit Claims	(maketags)
List Patients by Insurance Company	(listins)

- Identifies all charges posted but not yet submitted on a claim or personal bill
- Is based on most recent payor responsibility
- Use date range ending when you last ran personal bills





### **Copay Collection Ratio**

Trans Date	Сорау	Amount of Copay Paid	Copay Collection Ratio
01/01/09	\$365.00	\$320.00	87.67%
01/02/09	\$25.00	\$25.00	100.00%
01/03/09	\$135.00	\$105.00	77.78%
01/04/09	\$320.00	\$320.00	100.00%
01/05/09	\$380.00	\$355.00	93.42%
01/06/09	\$430.00	\$415.00	96.51%
01/07/09	\$265.00	\$265.00	100.00%
01/08/09	\$491.20	\$450.00	91.61%
01/09/09	\$55.00	\$15.00	27.27%
01/11/09	\$215.00	\$200.00	93.02%
01/12/09	\$310.00	\$310.00	100.00%
01/13/09	\$620.00	\$580.00	93.55%
01/14/09	\$400.00	\$365.00	91.25%
01/15/09	\$495.00	\$450.00	90.91%

- srs Billing/Collection Reports - "Copay Collection Ratio"
- Percentage of expected copays that were collected
- Technically not "collected at TOS" but close if you run this each week





## Visits by Billing Status

		Patient Lists Patient Reminders	edu	
		Health Information Summary Patient Education		
	Visit Star	Patient Visit Summary	rriva	
	Schedu	Summary of Care Record		
	Schedu	Clinical Quality Measures		
	Schedu	Lab Test Report		
	Schedu	Meaningful Use Measures PCC EHR Audit Log		
Schedu		Phone Encounter Performance		
Porta Date	Schedu	Vaccine Lot Report		sociated patients and portal users.
	Schedu	Report Library		a patient. This report can be used to determine
Porta Patie	Schedule	-		to a patient. This report can be used to determine
Prescri	ption Activity	Prescription activity		
Prescri Name	ption Count by	y Drug Number of prescriptio	ns iss	ued during a specified date range and listed by o
Prescri	ption Count by	Provider Number of prescription	ns iss	ued during a specified date range listed by provi
Vicite b	y Billing Statu	This report identifies	visite t	hat are waiting to be billed

- Use to find all visits not yet billed in EHR
- Or use to find visits billed in
   EHR but not posted in
   Partner.

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### Visits by Billing Status

	🕽 🕒 🔹 🧏 Report L	ary	
	Visits by Billing Status This report identifies visits that are waiting to be bille Provider	Optional:	
	Dr. Casey, Crusher, Dr. Jones Date Range for Appointment Date/Time	Use drop-down fie to filter by provider visit reason(s), and location(s)	r(s),
range to	From 01/15/2017 to 01/21/2017	Fom 01/15/2017	to 01/21/2017
for missing arges	Select options	Visit Reason Select options	
	Location Main - PCC Pediatrics	Location	
_		Main - PCC Pedia	itrics
		EHR Billing Statu Billed	IS
		Visit Posting Stat	tus Select "Billed" and
			"Unposted" to see all visits that were billed late
Denver 20	18		Pediatric EHR Solutions

#### Visits by Billing Status

pointment sit Reason: cation: Ma	Jones, Dr. Casey, Crush Date/Time: from 01/15/2 All in - PCC Pediatrics fatus: Billed		7							
								Search Filter:		
rovider 🔺	Appointment Date/Time	Patient Name	Patient PCC#	Patient DOB	Patient Sex	Visit Reason	Location	EHR Billing Status	Visit Posting Status	
rusher	01/19/2017 11:30am	Gullett, Baby Boy	3092	12/10/2014	м	Flu Vaccine	Main - PCC Pediatrics	Billed	Unposted	
r. Casey	01/16/2017 3:00pm	Lasch, David	2556	02/19/2008	М	Sick Call	Main - PCC Pediatrics	Billed	Unposted	
r. Casey	01/20/2017 12:15pm	Case, Riley D.	2441	03/17/2008	м	Sick Call	Main - PCC Pediatrics	Billed	Unposted	
r. Jones	01/19/2017 10:30am	Aucoin, Amanda	2105	10/22/2000	F	Recheck	Main - PCC Pediatrics	Billed	Unposted	





### A/R Measure – A/R Days

How You Compare



- Also available in Partner type ardays from a UNIX prompt
- Approximates the length of time (days) it takes you to collect money that is owed to you
- Detailed A/R summary available in the Dashboard





#### Other A/R Measures



Monitor A/R in each aging category compared to benchmarks



- Reflects % of total A/R that is specifically 60-90 days old.
- A high % here may mean some A/R is approaching timely filing limits.





#### **Insurance Aging Summary**

#### Insurance Billing & Collections

Prepare/Submit Electronic Claims Print Paper Claims	(preptags/ECS) (HCFA)
Post Insurance Payments by Patient	(pip)
Insurance Aging Report	(insaging)
List Old/Pending Charges	(inscoar)
View Archived Claim Reports	(ecsreports)
Billing Error Report	(srs)
Claims Never Submitted	(srs)
Claims Last Submitted > X days ago	(srs)
Claims First Submitted > X days ago	(srs)
Correct Mistakes by Patient	(oopsp)
Correct Mistakes by Account	(oops)
Edit Accounts	(fame)
Edit Patients	(notjane)
Resubmit Claims	(maketags)
List Patients by Insurance Company	(listins)

 Monitor % of A/R in each aging category for each insurance group





#### **Insurance Aging Summary**

Insurance Company Aging	Report -	AII Prot	Iders	07/08/	10		
Ins Group	Current	30-59	60-89	90-119	120+	Total	Percent
Personal	10,266	4,650	2,047	2,164	62,137	81,265	528
Medicaid	0	0	0	0	46	46	08
Aetna USHC HMD	1,346	260	265	0	0	1,871	18
Aetna MC & Elect	1,259	0	0	0	0	1,259	18
Aetna HDHP	15	0	0	0	128	143	80
Aetna Open	2,029	511	0	0	0	2,540	28
BCBS	2,533	437	215	23	122	3,331	28
Capital Blue Cross	10,164	3,706	1,898	130	336	16,234	10%
Geisenger Health Plan	1,105	83	229	0	0	1,417	18
Health America	4,883	651	125	0	15	5,674	48
Health Assurance	7,164	204	50	0	260	7,678	58
HealthPass	89	89	0	0	0	179	60
Green Leaf Insurance	2,410	894	0	178	0	3,482	28
Keystone HealthPlan	1,975	180	259	53	248	2,715	28
Miscellaneous Insurance	220	500	0	0	0	720	60
HealthyKids HMO	371	597	100	0	332	1,400	18
Private Insurance	2,948	794	101	0	0	3,843	28
Cigna	393	0	0	0	27	420	60
Highmark Blue Shield	16,387	1,845	0	72	0	18,304	128
Retired Insurance Plans	1,464	997	175	36	55	2,727	28
Total	67,025	16,398	5,465	2,656	63,706	155,251	
Percentage	438	118	48	28	418		
Criteria for this report By Payor date, As of 07,							
	_						
Insurance Company Aging	keport -	AII Prov	lders				
			155,251				
Total Aging			100,201				

- Generally most useful to run by "Payor Date" (date payor became responsible for the A/R)
- Compare % of A/R for each insurance group
- Monitor total A/R and total credits for the practice





#### **CARC** Reporting

CARC Code: 1						
Description: Deductible Amo	ount					
Ins Co Group Name	Count	CARC Amount	CARC	Summary	Report pcc 0	07/11/2016 10:18:45
Aetna	2057	\$82,388.70				
Aetna Cap	3	\$0.00	CARC			
AmeriHealth	85	\$0.00	Code	Count	CARC Amount	Description
BC/BS Federal	67	\$456.32	45	55086	Contraction of the second s	Charge exceeds fee schedule/maximum allowable or contracted/
BCBS Out of State	1617	\$49,277.44	40			
Cigna HMO	6	\$333.15	1	8947	\$306,792.23	
Cigna PPO	1071	\$43,290.69	3	13147	\$205,471.50	Co-payment Amount
Empire BCBS	184	\$0.00	97	2196	\$55,370.92	The benefit for this service is included in the payment/allo
GHI	1	\$0.00	22	1201	\$44,275.17	This care may be covered by another payer per coordination o
Horizon M/C	688	\$21,550.70	234	1410	\$41,775.00	This procedure is not paid separately.
Horizon PPO	210	\$6,485.66	2	3294	\$13,394.54	Coinsurance Amount
Magnacare	6	\$0.00	27	299	\$9,375.00	Expenses incurred after coverage terminated.
Multiplan	8	\$0.00	31	71	\$6,440.00	
Other	5	\$0.00	204	249		This service/equipment/drug is not covered under the patient
Dxford	316	\$13,174.87	242	21	\$2,105.00	
Private HealthCare Systems	27	\$0.00	1. S.	42		
Qual Care	260	\$155.00	24	1000	\$2,043.87	
Tricare	34	\$0.00	119	293		Benefit maximum for this time period or occurrence has been
UHC Community Plan	3	\$0.00	33	11	\$1,440.00	Insured has no dependent coverage.
United Healthcare	2299	\$89,679.70	140	13	\$1,100.00	Patient/Insured health identification number and name do not
	8947	\$306,792.23	29	15	\$740.00	The time limit for filing has expired.

- How often are claims adjusted due to timely filing limits (CARC 29)?
- Which insurance plans have the most claims going to deductible or some other patient responsibility (CARCs 1, 2, 3, etc)?



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#### **Productivity Reporting**

- Identify practice or provider productivity in terms of **charges**, **payments**, **visits**, **RVUs**
- E&M visit coding
- New patient volume





- #1 Daysheet-based reports
  - Based on daily transaction logs of charges, payments, adjustments, and refunds.
  - Best report for reflecting overall charges, payments, and adjustments attributed to a specified time period, by provider if desired.
  - Useful for reconciling to bank account
  - Very limited detail





- # 2 srs Charge-Based Reports
  - Based on PCC's charge database and show charges either transacted during a time period (transaction date) or physically posted into the system during a time period (posting date)
  - Extensive subtotaling capabilities (provider, location, procedure group, etc)





- # 2 srs Charge-Based Reports
  - Also show payments made on the charges being reported
  - Refunds are reflected as charges





- #3 srs Payment-Based Reports
  - Based on PCC's payment database
  - Useful for getting more detailed subtotals of payments (i.e., payments by check number)
  - Generally recommended to run by transaction date (date attributed to payment by user)





- # 4 srs Visit-Based Reports
  - Based on PCC's charge database
  - Based on transaction (service) date of visit
  - Useful for counting visits and categorizing (sick, well, hospital, etc)
  - Also shows payments made on the visits being reported
  - Extensive subtotaling capabilities (provider, location, etc)





#### **Practice Production**

Daysheet	Totals by Post	ting Month (Wide					
Month	Non Service Charges	Service Charges	Adj	Cash	Check	Credit Card	Refund
2009/06	\$3,624.78	\$253,196.00	\$168,187.60	\$2,662.24	\$121,724.22	\$11,310.90	\$-2,370.11
	\$3,624.78	\$253,196.00	\$168,187.60	\$2,662.24	\$121,724.22	\$11,310.90	\$-2,370.11

Posting Date Range: 06/01/09 - 06/30/09

- srs Payment and Proving Out Reports "Daysheet Totals by Posting Month"
- Add up "Non service Charges" and "Service Charges" for total charges
- Add up "Cash", "Check", and "Credit Card" for total payments





#### **Provider Production**



					Reve	enue				Receipt	ts	
1	Fransaction			Non-Rev.						Credit	NSF/	
User	Date		Prv	Services	Services	Adjust	Total	Cash	Check	Cards	Refunds	Total
Total	P	rovider None	NON									
Total	P	rov Dr. Willia	WIL		3935.00	1081.09	2853.91	55.00	2668.91	60.00		2783.91
Total	P	rovi Dr. Jones	JON		195.00	24.00	171.00	22.00	124.00	25.00		171.00
Total	P	rov Dr. Davids	DAV		3314.00	600.59	2713.41	117.00	2381.41	57.00		2555.41
Total	P	rovi Dr. Casey	CAS		5808.00	1910.64	3897.36	120.00	3605.36	115.00		3840.30
Total	P	rovi Dr. Gomez	GOM		563.00	74.06	488.94	12.00	295.94	80.00		387.94
Total	G	RAND TOTAL		0.00	13815.00	3690.38	10124.62	326.00	9075.62	337.00	0.00	9738.62



- "Wide" format
- "Totals Only"=Yes
- "Omit relinks"=No
- Contact Client Advocate if you prefer 'srs' version of this (useful for exporting to spreadsheet)





#### **Provider Total Visits**

Trans Trans Service Provider Name Year Month Vi Elizabeth Mary Casey, MD 2016 Jun	
Service Provider Name Year Month Vi	
	117
lizabeth Mary Casey, MD 2016	117
lizabeth Mary Casey, MD 0	117
ervice Provider Name: James Davidson, Jr. 'rans Year: 2016	. M.D.
	unber
IN	
M Trans Trans	of
771	
Trans Trans	isits

 Srs Provider Productivity Reports → Total Visits by Provider and Month





# Include Only 'Revenue' Visits

Total Visits by Provider and Month Description of Restriction Criteria
Press the <b>F</b> key to add to, or edit, the restriction listing below.
Transaction Date Range: 06/01/16 - 06/30/16
Include Only Revenue selection.
All Providers Selected.

- Non-Revenue Services such as no-show or form fees can inflate total visits. If you bill these, restrict the report to include only revenue services
- Add restriction criteria of "VISIT Include Only Revenue Charges." This will report accurate visit totals





#### Provider Visit Breakdown

Per-Visit Analysis by Provider (Grouped by Visit Type) pcc 07/08/2016 11:36:14

	Service		Avg					
	Provider	Number	Units	Charge	Avg	Number		Amount
Primary Visit	Group	of	Per	Per	Deposited	of	Charge	Deposited
Category	Name	Visits	Visit	Visit	Per Visit	Units	Amount	(all pmts)
Well Visit	Casey	14	5.57	\$224.49	\$23.08	78	\$3,142.90	\$323.18
Well Visit	Davidson	31	5.06	\$231.35	\$49.63	157	\$7,172.00	\$1,538.41
Well Visit	Gomez	21	4.57	\$221.05	\$12.86	96	\$4,642.00	\$270.00
Well Visit	Williams	63	4.14	\$208.46	\$34.96	261	\$13,133.00	\$2,202.29
		129	4.59	\$217.75	\$33.60	592	\$28,089,90	\$4,333.88

#### Primary Visit Category: Sick Visit

	Service			Avg				
	Provider	Number	Units	Charge	Avg	Number		Amount
Primary Visit	Group	of	Per	Per	Deposited	of	Charge	Deposited
Category	Name	Visits	Visit	Visit	Per Visit	Units	Amount	(all pmts)
Sick Visit	Casey	85	2.41	\$88.46	\$23.78	205	\$7,519.00	\$2,021.49
Sick Visit	Davidson	105	1.90	\$68.82	\$24.42	200	\$7,226.00	\$2,564.44
Sick Visit	Gomez	106	2.05	\$71.75	\$14.09	217	\$7,605.72	\$1,493.88
Sick Visit	Retired	31	3.81	\$59.81	\$13.64	118	\$1,854.00	\$422.79
Sick Visit	Williams	275	2.32	\$90.70	\$28.84	638	\$24,942.72	\$7,931.70
		602	2.29	\$81.64	\$23.98	1378	\$49,147.44	\$14,434.30

	Service			Avg				
	Provider	Number	Units	Charge	Avg	Number		Amount
Primary Visit	Group	of	Per	Per	Deposited	of	Charge	Deposited
Category	Name	Visits	Visit	Visit	Per Visit	Units	Amount	(all pmts)
Consult Visit	Gomez	1	1.00	\$100.00	\$20.00	1	\$100.00	\$20.00
		1	1.00	\$100.00	\$20.00	1	\$100.00	\$20.00



• Total Sick, Well, etc visits by provider





# Missed Appointments

Appointment Totals by Status	
Appt Current Status	Number of Appts
Chg Posted	358
Missed	8
Cancelled	52
Checked In	19
	437

- srs Scheduling Reports "Appointment Totals by Status"
- Missed Appointment Rate = # Missed / (# Total # Cancelled)
- Remember to mark appointments as "missed" (use inquire)
- Join "No Show Reduction" discussion Thu 1:15-2:30





#### Missed Appointment Rate Benchmark

How You Compare

View Comparison By Provider



- Measure is included in the Dashboard
- Based on appointments over the past year and updated each month





### Dashboard E&M Visit Coding

#### How You Compare



• Percentage of all established patient sick visits coded as level 4 or level 5





### Dashboard E&M Visit Coding

#### Recommendations

E&M coding distribution has a profound impact on your practice revenue. Based on PCC client data, average payment for the 99214 E&M code is about 40% more than the average payment for the 99213 code. Average payment for the 99215 code is about twice as much as the average payment for the 99213 code!

PCC regularly provides specific education for our clients on the topic of pediatric coding, including E&M coding. You can find information about upcoming live, web, and audio seminars on our <u>events</u> page.

#### **Related Tools**

- Annual State, Regional, and National benchmarks
- Quarterly View
- Provider E&M Coding Comparison

• Provider breakdown accessible from the "E&M Coding Distribution" measure detail page




### Dashboard E&M Visit Coding



Want to print this graph? Here is a printable version (.pdf) Print Version





#### # New Patients Added To Practice

New Patients by Visit Type					
Primary Visit Catego	ory: Well Visit				
Pat First Name	Pat Last Name	Pat Date of Birth	Pat Create Date	Number of Visits	
Laura Beth	Anderson	12/04/07	02/25/2005	1	
Ashley	Feaster	07/18/04	11/17/2004	1	
Jeffrey	Fehr	11/22/04	09/07/2004	1	
Chad	Garner	01/30/02	03/03/2005	1	
Evan D	Garner	11/02/03	03/03/2005	1	
Christophe	Ludwig	11/05/08	02/10/2005	1	
Joshua	Spohn	01/13/05	09/16/2004	1	
Derek	Sternberger	10/30/07	03/01/2005	1	
				8	

- srs Clinical Reports "New Patients by Visit Type"
- Based on visit codes: 99381-99387, 99201-99205, 99431-99433, 99460-99461, 99463





#### **Patient Age Distribution**

# Sample PCC Practice Logout Change My Password r Patient Population Select Criteria Provider: Age Range: Active Patients of All Ages ?

#### Active Patient Count by Age

For All Providers

And Active Patients of All Ages

As of 7/3/2016

Age Range	Active Patient Count			
Under 15 Months	835			
15 Months - 36 Months	1,108			
3 - 6 Years	2,362			
7 - 11 Years	2,902			
12 - 21 Years	5,366			

#### Patient Age Distribution Trend

For All Providers And Active Patients of All Ages Between 8/1/2011 and 7/3/2016



- Dashboard →
   Patient
   Population
- Monitor total active patient trends for the practice or individual PCPs





# Clinical Oversight Reporting





#### Phone Encounter Response Time



- Use this report to track how long it is taking for phone note tasks to be responded to
  - Filter by task type to focus on response to just certain tasks (ie, "Doctor's Attention Needed", etc)



#### Phone Encounter Response Time

	st Associates		
Generated on 5/0			
	12:00am and 11:59pr	n	
Dates from 4/21/			
and Task "Call Ba	ICK Needed.		
hone Encounters:	6		
Call Taken /	Task Completed	Response Time	Patient
4/25/13 9:00am	4/25/13 2:17pm	5h 16m	Okamoto, Alexia PCC# 1233
4/25/13 9:15am	4/25/13 9:21am	6m	Arndt, Brian PCC# 1284
4/25/13 9:27am	4/25/13 11:29am	2h 1m	Buchinsky, Catherine PCC# 948
4/25/13 10:44am			Padrone, Shaquana PCC# 132
4/25/13 11:11am	4/25/13 1:33pm	2h 21m	Farkas, Quinn J. PCC# 1803
			Lahan, Jordan PCC# 2091

 Optionally display user who took phone call, user who completed task, and other information





### Portal Message Response Time

#### **Report Library**

Report Name	Description
Patients Linked to a Portal User	List of patients linked to a portal user.
Portal Activity for Patient	Find portal activity for a specific patient.
Portal Activity for Portal User	Find the portal activity for a specific portal user.
Portal Message Response Time	Time between the receipt of a portal message and the response.
Portal User List	List of portal users including creation date and date of last activity.
Portal Users By Appointment Date	List of appointments and associated patients and portal users.
Portal Users Linked to a Patient	Find all portal users linked to a patient. This report can be used to determine who has records.

• Use this report to track the time between the receipt of the portal message from the patient and the response





### **Vaccine Inventory Reconciliation**

		-	×
Vaccine Inventory Reconciliation Worksheet			
Compare PCC EHR vaccine inventory with vaccine inventory in the refrigerator.			
Lot Status			
Available, Reserved			•
Lot Funding Source			
All Funding_sources			•
Lot Location			
Main - PCC Pediatrics			•
	Back Close	Gene	arate

- Use to compare vaccine inventory in PCC EHR vs what you actually have in the fridge
- Must be using new vaccine inventory features





### Vaccine Inventory Reconciliation

All 8 Displayed     Search Full       Immunization (CVX)     Lot Number     Lot Status     Lot Funding Source     Lot Location     Expected Inventory     Actual Inventory	+
	Y
	Difference
DTaP (20) C3141AA Available Private funds Main 6	-
Hepatitis A (83) 3458dge Available Other funds Main -2	
Hepatitis B (08) 268646487665 Available Unspecified funds Main -4	
HIB (49) UB56792 Available State funds Main -1	art I
HIB (49) UB56789 Available State funds Main 43	

#### Documentation on PCC's Vaccine Inventory Management Tools





#### **Prescription Count by Provider**

<ul> <li>Prescription Count by Provider</li> <li>Number of prescriptions issued during a specified date range listed by provider.</li> <li>Date Range for Prescribed</li> <li>From 05/29/2017 to 06/28/2017</li> <li>Prescriber</li> </ul>			Report L ider.	Identify generic v brand name Rx vc for each provider	s olume
All Prescribers	• • •		÷ 6	Report Library	
	Number o	iption Count by Provider f prescriptions issued during a specified dat d: from 05/29/2017 to 06/28/2017 r: All	te range listed by provider.		
	Columns:		•		Search Filter:
		er Name 🔺	Generic Count	Brand-name Count	Prescription Count
		Crusher, M.D.	0	4	4
	Kathleen	W. Gomez, M.D.	0	1	1
	Morgan	Ellixson-Boyea	5	4	9





### Orders by Visit

	🕂 Report Library	
Orders by Visit		
List of appointments that include selected order types.		
Date Range for Appointment Date       From 05/29/2017     10 06/28/2017		
Provider		
Edit All Providers		
Location		
All Locations		*
Order Name		
Edit + 43 Order Names		Θ
Order Status		
All		*

Use this to generate a report of any order type generated within a date range





### Orders by Visit

				🕂 Ri	eport Library					
Orders by \	/isit									
ist of appointm.	ents that include s	elected order ty	pes.							
Provider: All Location: All Order Name: Re our office 678-8:	te: from 05/29/20 ferral - , Referral - A 333 and leave a de Displayed	llergy / Immund	ology - Patient /						nd date and time of	
Appointment	Order Name	Order Note	Order	Open Order	Provider	Location	Patient	Patient	Patient	Patier
Date/Time	order Name	order Note	Status	Tasks	Flovider	Location	Name	PCC#	DOB	Faller
06/21/2017 11:30am	Audiology		Completed		Elizabeth Mary Casey, MD	Main - PCC Pediatrics	Tipton, Mattayha	2292	07/29/2013	F
06/22/2017 10:05am	Allergy/Asthma	Dr Eliza Burnham - 123 Wessex Dr, Colchester VT 05403, 802-888- 4545	Ordered	Complete Task 06/22/2017 10:13am	Beverly Crusher, MD	Main - PCC Pediatrics	Quarry, Andrew	934	12/02/2009	М

Can show referrals, screenings, medical procedures, radiology, labs ordered with associated tasks





# Strategic Oversight Reporting





# Measures that relate to goal of Healthy Practice

- Dashboard Financial Pulse
- Revenue-per-Visit
- Revenue-per-CPT
- Pricing





### **Financial Pulse**



86

#### Weight of Each Financial Pulse Category



Financial Pulse Categories	Category Weight	x	Your Category Scores	=	Your Weighted Scores
Revenue-per-Visit *	40%		94.8		37.92
Accounts Receivable *	15%		80.9		12.14
E&M Coding Distribution	15%		67		10.05
Pricing	10%		65		6.50
RVUs-per-Visit	10%		98		9.80
Coding Expertise	10%		100		10.00
	Your F	inan	cial Pulse:		86

\* Category includes multiple measures. See below.





#### My Dashboard Priorities

#### **Top Priorities**

#### Score Measure

- 12 Well Visit Rates Patients 12-21 Years
- 24 Well Visit Rates Patients 7-11 Years
- 36 Coding Expertise

#### The Dashboard directs you to the areas at your practice that may need extra attention

#### **Next Priorities**

#### Score Measure

- 41 Diagnoses-per-Visit
- 56 ADD/ADHD Patient Followup
- 57 Flu Shot Vaccination For Asthma Patients
- 58 Pricing
- 59 A/R 60-90 Days Old
- 59 Revenue-per-Visit (Without Imms)
- 62 Well Visit Rates Patients 3-6 Years
- 63 <u>RVUs-per-Visit</u>
- 71 Well Visit Rates Patients 15-36 Months
- 72 Sick-to-Well Visit Ratio
- 73 <u>Revenue-per-Visit</u>
- 76 <u>A/R Days</u>
- 79 E&M Coding Distribution





### **Revenue Analysis**

Why do it?

- Find out if you could be doing better
- Recognize trends in practice revenue
- "Am I suddenly getting paid more or less than I used to?"
- Homework for insurance negotiations





### Revenue-per-Visit



- Measure of average dollars collected per patient visit.
- "Revenue" includes both insurance and personal payments (such as copays and deductibles.)
- Dashboard provides comparison with and without immunizations





### Revenue-per-Visit by Payor

srs Visit Reports  $\rightarrow$  Per Visit Analysis By Payor ('activity' style)"

Per-Visit Analysis by Payor ('activity' style) Description of Restriction Criteria Press the F8 key to add to, or edit, the restriction listing below.	
Transaction Date Range: 01/01/13 - 07/10/13	
Charge Amount Due selection. Range is between \$0.00 and \$0.00.	
Accept Criteria     Save As Default     Save Rpt Criteria     Add/Edit Criteria	

Press <F8> to add restriction criteria of "VISIT Amount Due for Visit" and specify \$0 to \$0. This ensures you are only looking at paid visits.





### Include Only 'Revenue' Visits

Total Visits by Provider and Month Description of Restriction Criteria
Press the <b>F</b> key to add to, or edit, the restriction listing below.
Transaction Date Range: 06/01/16 - 06/30/16
Include Only Revenue selection.
All Providers Selected.

- Non-Revenue Services such as no-show or form fees can inflate total visits. If you bill these, restrict the report to include only revenue services
- Add restriction criteria of "VISIT Include Only Revenue Charges." This will report accurate visit totals





### Revenue-per-Visit by Payor

	Number	Charges	Charge	Avg			Amount
Ins Group at Time of	of	Per	Per	Deposited	Number of	Charge	Deposited
Service	Visits	Visit	Visit	Per Visit	Procedures	Amount	(all pmts)
Personal/No Insurance	38	2.66	\$115.78	\$81.62	101	\$4,399.78	\$3,101.49
Aetna USHC HMO	99	2.76	\$100.41	\$34.35	273	\$9,941.02	\$3,401.00
Aetna MC & Elect	48	2.50	\$67.51	\$51.70	120	\$3,240.30	\$2,481.55
BCBS	140	2.24	\$89.49	\$73.59	314	\$12,529.00	\$10,302.31
Geisenger Health Plan	71	2.24	\$80.51	\$19.48	159	\$5,716.00	\$1,382.73
Health America	251	2.82	\$103.29	\$63.98	708	\$25,926.90	\$16,058.09
Health Assurance	542	2.50	\$90.47	\$59.23	1356	\$49,032.60	\$32,100.04
HealthPass	3	1.67	\$64.33	\$55.77	5	\$193.00	\$167.32
Green Leaf Insurance	105	2.52	\$83.15	\$61.42	265	\$8,731.00	\$6,448.73
Aetna Open	76	2.47	\$91.42	\$58.95	188	\$6,948.00	\$4,480.50
Keystone HealthPlan	177	2.66	\$97.11	\$23.24	470	\$17,188.00	\$4,113.14
Miscellaneous Insurance	10	2.20	\$73.50	\$61.67	22	\$735.00	\$616.66
Private Insurance	95	2.18	\$88.75	\$71.81	207	\$8,430.78	\$6,821.52
HealthyKids HMO	113	2.74	\$88.81	\$67.11	310	\$10,035.00	\$7,583.34
Cigna	52	3.10	\$114.66	\$92.28	161	\$5,962.22	\$4,798.49
Capital Blue Cross	668	2.40	\$85.77	\$69.00	1606	\$57,296.27	\$46,092.25
Highmark Blue Shield	731	2.37	\$89.24	\$72.77	1735	\$65,234.85	\$53,193.99
Retired Insurance Plans	252	2.40	\$83.25	\$65.83	605	\$20,979.44	\$16,589.90
Keystone Cap Clearing	1	1.00	\$5000.00	\$5000.00	1	\$5,000.00	\$5,000.00
Done Jump to Jump Top Bott	2.000	end			Sea Patte		

Compare "AVG Deposited Per Visit" among payors. Which are your best and worst payors?





### Payment Analysis by CPT Code

#### srs Charge Reports $\rightarrow$ Reimbursement Analysis by CPT Code





- When prompted, select your most common procedure groups
- Press <F8> to add restriction criteria of "CHARGE Amount Due for Visit" and specify \$0 to \$0. This ensures you are only looking at paid charges.



Procedure Name	Ins Group at Time of Service	Units	Charge Amount	Avg Charge Amount	ins Pmt	Avg Paid by Insurance	Personal Pmt	Avg Paid by Personal	Open Pmt Amount	Amount Deposited (all pmts)	Avg Deposited	Percent Deposited (all pmts)
OV Expanded Focus	Health America	104	\$5,824.00	\$56.00	\$3,638.88	\$34.99	\$1,256.00	\$12.08	\$0.00	\$4,894.88	\$47.07	84.05%
OV Expanded Focus	Health Assurance	292	516,352.00	\$56.00	\$10,087.84	\$34.55	\$3,335.00	\$11.42	\$85.00	\$13,507.84	\$46.26	82.61%
OV Expanded Focus	HealthPass	3	\$168.00	\$56.00	\$113.85	\$37.95	\$28.47	\$9.49	\$0.00	\$142.32	\$47.44	84.71%
OV Expanded Focus	Green Leaf Insurance	36	\$2,016.00	\$56.00	\$1,063.89	\$29.55	\$755.13	\$20.98	\$0.00	\$1,819.02	\$50.53	90.23%
OV Expanded Focus	Aetna Open	28	\$1,568.00	\$56.00	\$637.00	\$22.75	\$445.00	\$15.89	\$0.00	\$1,082.00	\$38.64	69.01%
OV Expanded Focus	Keystone HealthPlan	79	\$4,424.00	\$56.00	\$0.00	\$0.00	\$740.00	\$9.37	\$0.00	\$740.00	\$9.37	16.73%
OV Expanded Focus	Miscellaneous Insurance	8	\$448.00	\$56.00	\$197.00	\$24.62	\$169.00	\$21.12	\$50.00	\$416.00	\$52.00	92.86%
OV Expanded Focus	Private Insurance	27	\$1,512.00	\$56.00	\$481.10	\$17.82	\$619.00	\$22.93	\$141.80	\$1,241.90	\$46.00	82.14%
OV Expanded Focus	HealthyKids HMO	48	\$2,688.00	\$56.00	\$1,854.00	\$38.62	\$580.00	\$12.08	\$10.00	\$2,444.00	\$50.92	90.92%
OV Expanded Focus	Cigna	24	\$1,344.00	\$56.00	\$1,014.00	\$42.25	\$298.20	\$12.42	\$31.80	\$1,344.00	\$56.00	100.00%
OV Expanded Focus	Capital Blue Cross	289	516,184.00	\$56.00	\$10,212.35	\$35.34	\$4,274. <mark>7</mark> 0	\$14.79	\$63.00	\$14,550.05	\$50.35	89.90%
OV Expanded Focus	Highmark Blue Shield	370	\$20,720.00	\$56.00	\$13,347.19	\$36.07	\$5,786.69	\$15.64	\$211.53	\$19,345.41	\$52.28	93.37%
OV Expanded Focus	Retired Insurance Plans	135	\$7,560.00	\$56.00	\$5,090.78	\$37.71	\$1,900.00	\$14.07	\$5.00	\$6,995.78	\$51.82	92.54%

Are any insurance companies paying you at or near your charge amount?

If so, it's time to raise prices!





### Your Pricing Level

#### How You Compare





- Measure of your average pricing as a percentage of the current Medicare value
- A low percentage means that you are likely undercharging for your work
- srs "RVU Reports  $\rightarrow$  Pricing Analysis" report will show you which procedures you are undercharging for





### **Pricing Analysis Report**

Procedure Code Set A	RVU Status Code	Units	Number of Valid RVU Units	Charge Amount	Total Number of RVUs	Avg RVU Per Unit	Avg Charge Amount	Avg Deposited	RVU Practice FACF \$28.64	RVU Medicare FACF	Avg Deposited as Percent of MCare FACF	RVU Medicare FACF at 140%	RVU 140% Charge Difference	Underbilled Amount	Amount Deposited (all pmts)
99213	A	3	3	\$144.00	6.351	2.12	\$48.00	\$48.00	\$60.64	\$72.04	66.63%	\$100.86	\$-158.58	\$-158.58	\$144.00
99213	A	3	3	\$144.00	6.351	2.12	\$48.00	\$28.67	\$60.64	\$72.04	39.79%	\$100.86	\$-158.58	\$-158.58	\$86.00
99213	A	3	3	\$144.00	6.351	2.12	\$48.00	\$35.33	\$60.64	\$72.04	49.05%	\$100.86	\$-158.58	\$-158.58	\$106.00
99213	A	9	9	\$432.00	19.053	2.12	\$48.00	\$39.00	\$60.64	\$72.04	54.14%	\$100.86	\$-475.74	\$-475.74	\$351.00
99213	A	4	4	\$192.00	8.468	2.12	\$48.00	\$27.75	\$60.64	\$72.04	38.52%	\$100.86	\$-211.44	\$-211.44	\$111.00
99212-25	A	14	14	\$564.20	17.892	1.28	\$40.30	\$17.07	\$36.61	\$43.49	39.25%	\$60.88	\$-288.12	\$-288.12	\$238.97
99212	Α	71	71	\$2,840.00	90.738	1.28	\$40.00	\$29.84	\$36.61	\$43.49	68.62%	\$60.88	\$-1,482.48	\$-1,482.48	\$2,118.93
99211	A	517	517	\$10,320.00	309.166	0.60	\$19.96	\$3.66	\$17.15	\$20.37	17.99%	\$28.52	\$-4,424.84	\$-4,424.84	\$1,894.60
99205	A	2	2	\$290.00	11.778	5.89	\$145.00	\$145.00	\$168.68	\$200.39	72.36%	\$280.55	\$-271.10	\$-271.10	\$290.00
99204	A	10	10	\$950.00	47.54	4.75	\$95.00	\$68.50	\$136.17	\$161.77	42.34%	\$226.48	\$-1,314.80	\$-1,314.80	\$685.00
99203	A	39	39	\$2,574.00	122.07	3.13	\$66.00	\$38.03	\$89.65	\$106.50	35.71%	\$149.11	\$-3,241.29	\$-3,241.29	\$1,483.20
99173	Ν	3	3	\$30.00	0.258	0.09	\$10.00	\$0.00	\$2.46	\$2.93	0.00%	\$4.10	\$17.70	\$0.00	\$0.00
00075	м	1	0	\$200.00	0	N/A	\$200.00	\$200.00	\$0.00	\$0.00	0.00%	\$0.00	\$0.00	\$0.00	\$200.00

• Underbilled Amount = How much you have undercharged for the procedure.





### Pricing Analysis Report

- Quickly "eyeball" the "Underbilled Amount" column to identify procedures for which you may be undercharging
- High negative numbers in this column indicate more drastic undercharging. Positive numbers or \$0 indicate a sufficient price based on the level you chose





# Measures that relate to goal of Healthy Patients

- Percentage of patients up-to-date on well visits
- Percentage of ADD/ADHD patients up-to-date on followup visit
- Percentage of patients up-to-date on immunizations
- Percentage of patients up-to-date on developmental screenings





### **Clinical Pulse**



#### Weight of Each Clinical Pulse Category



Clinical Pulse Categories	Category Weight	x	Your Category Scores	I	Your Weighted Scores
Well Visit Rates *	40%		71.8		28.72
Immunization Rates *	30%		49.4		14.82
ADD/ADHD Patient Followup	10%		74		7.40
Sick-to-Well Visit Ratio	10%		27		2.70
Diagnoses-per-Visit	10%		100		10.00
	Your Clinical Pulse:				64

\* Category includes multiple measures. See below.





- Indicator of recall effort and preventive care focus at your practice
- Only "active" patients (seen in past three years) are counted
- Patients with "Inactive" flags (on patient or account record) are omitted
- Low % of patients up-to-date indicates opportunity for more well visits
- Listing of overdue patients is also available in the Dashboard





### **Inactive Flags**

Flag Name:	Hospital Only	
Short Name:	Hospital Only	
Priority:	10	
	Display with patient name?	Yes
	Display on encounter form?	Yes
Prevent	scheduling with this flag?	No
	hese patients from reports?	No.e.

- Review your patient and account flag tables (#12 and #13 in ted.)
- If the last question, "Exclude these patients from reports" is set to "Yes", then patients with these flags are **excluded** from Dashboard clinical measures





#### How You Compare



# Your Practice PCC Client Average Top Performers 66% 56% 74% (% of patients 12-21 years up-to-date on their well visits) (% of patients 12-21 years up-to-date on their well visits)

#### Recommendations

PCC's client data shows that the practices who have the healthiest patients and the healthiest bottom line are those who place a strong emphasis on recall and chronic disease management.

Your teenage population represents a large portion of your overdue patients. You also face an additional challenge in that it is easy for these teenagers to get "sports physicals" elsewhere. They can get them for next to nothing at a retail clinic, and for free at the local high school. Consider the following suggestions to improve your recall process:

- In addition to <u>the listing of overdue patients</u> available here in the Dashboard, <u>PCC's notify</u> tool makes it incredibly easy to automatically call, email, or text patients who are overdue. Partner's <u>recaller</u> will help you generate letters or postcards.
- Maintaining a clinical relationship with patients as they get older is crucial to the success of
  your practice so you should make an extra effort when marketing towards your teenage
  population. We recommend you create a specific letter to send to these overdue teenagers
  emphasizing the important work you do (and that you and the AAP recommend be done).
- When a patient checks out after a well visit, schedule the next well visit before they leave the office, even if it is six months or a year later. More and more practices are learning how expensive it is to fill their schedules.



#### **Related Tools**

- <u>View overdue patient listing</u>
- Detailed Breakdown ~ Well Visit Rates
- <u>View immunization rates and overdue</u>
   <u>patients</u>



#### How to calculate:

**0** – **15 months** – Patients are considered up-to-date on well visits if they have received six well visits by the time they turn 15 months old.

**15 months – 3 years –** Patients are considered up-to-date on well visits if they have received at least one well visit in the past six months.

**3 years – 6 years –** Patients are considered up-to-date on well visits if they have received at least one well visit in the past year.

7 years – 11 years - Patients are considered up-to-date on well visits if they have received at least one well visit in the past year.

**12 years – 21 years -** Patients are considered up-to-date on well visits if they have received at least one well visit in the past year.





#### Detailed Breakdown: Primary Insurance

Show Breakdown By: Prima Primary Insurance	Active Patients	Overdue Patients	Up-to- Date Patients	% Patients Up-to- Date
All Insurance	5,364	1,870	3,494	65%
Medicaid	92	50	42	46%
Aetna	291	116	175	60%
Blue Cross/Blue Shield	869	307	562	65%
Cigna	186	60	126	68%
GHI-CBP	392	176	216	55%
Oxford	206	84	122	59%
et a second s				

#### Detailed Breakdown: Primary Care Provider

Show Breakdown By: Primary	Care Provider ᅌ			
Primary Care Provider	Active Patients	Overdue Patients	Up-to- Date Patients	% Patients Up-to- Date
All Providers	5,365	1,870	3,495	65%
Provider 2	2,778	945	1,833	66%
Provider 6	853	373	480	56%
Provider 34	1	0	1	100%
Provider 40	19	11	8	42%
Provider 9	383	94	289	75%

- See breakdown of well visit rates by insurance or primary care provider
- Compare these results with your payor-reported performance





#### **Immunization Rates**

Measure	<b>Qualifying Patients</b>	Up-to-Date Patients	% Up-to-Date	% Change (3 mo.)
Immunization Rates - HPV	8,049	1,836	23%	1.7% 🔒
Immunization Rates - Influenza *	31,911	13,842	43%	Insufficient Data
Immunization Rates - Influenza (Asthma) *	0	0	0%	Insufficient Data
Immunization Rates - Meningococcal	8,049	7,317	91%	1.3% 👉
Immunization Rates - Patients 2 Years Old	1,855	612	33%	Insufficient Data
Immunization Rates - Tdap	8,049	7,426	92%	0.7% 👉

\* Influenza rates are seasonal. This measure represents patients vaccinated since July 1. The percent change is compared to the same month last year.

- Immunization Rates Patients 2 Years Old (based on HEDIS measure)
- Patients with "Inactive" flags (on patient or guarantor record) are omitted





#### **Childhood Immunization Rates**









#### **HPV Immunization Rates**

#### Patient Sex Breakdown

Exclude patients with current insurance of Medicaid

Sex	Active Patients	Overdue Patients	Up-to-Date Patients	% Patients Up-to-Date
All Sexes	1,586	1,097	489	31%
Female	795	540	255	32%
Male	791	557	234	30%

#### How You Compare



- Based on new HPV series guidelines
- Two measures: Patients 13 years and 13-17 years





### **Developmental Screening Rates**



Includes measure for active adolescents getting depression screening in past year or infants getting developmental screening between 6-12 months of age

- Based on billing codes (96127, 96110, G0444, or 99420 for adolescents) (96110, G0444, or 96127 for infants)
- Includes breakdown by provider (PCP)





View Comparison By Provider

**Top Performers** 

97%

#### **Practice Session**

- Identify 3 areas at your practice where you feel there is need for more oversight. What initiatives can you take to improve on those areas?
- Guided exercises

Thank you! tim@pcc.com



