# network

For practitioners and providers of Kaiser Permanente Produced by Kaiser Foundation Health Plan of the Mid-Atlantic States, Inc. in partnership with the Mid-Atlantic Permanente Medical Group, P.C.

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# news

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## COVID-19: World Health Crisis Update

COVID-19 has had an unprecedented impact on the United States and remains prevalent in communities in the Mid-Atlantic region. We appreciate your continued partnership on our response to addressing the spread of the virus; and for providing prompt and compassionate care to our members and patients.

We continue to work to address questions you have, and in this letter, are providing responses and direction for those we have received from our participating providers. We will continue to keep you informed as the situation evolves. The most up-to-date information is regularly posted to Kaiser Permanente of the Mid-Atlantic States' Community Provider Portal (CPP) at providers.kp.org/mas.

#### **Member/Patient Costs and COVID-19 Cost-Sharing Waivers**

**COVID Diagnostic Testing and Treatment:** Since the beginning of the COVID-19 pandemic and public health emergency, Kaiser Permanente has waived all out-of-pocket cost sharing for all testing and all medical and hospital services for COVID-19 treatment and/or for episodes of care where COVID-19 is the primary diagnosis. As public health emergency (PHE) declarations begin to be lifted, the following table outlines the cost shares for testing, treatment and vaccinations for each line of business.

| Line of<br>Business  | COVID-19<br>Testing/Screening   | COVID-19 Treatment   | COVID-19<br>Vaccinations  |
|--|---|--|---|
| Maryland<br>(Commercial/<br>Marketplace<br>plans)                | Cost Share: \$0 until<br>the end of the<br>month in which the<br>Federal PHE ends | *Inpatient admissions with admission dates on or before July 31, 2021 will be covered at \$0 cost share through discharge.   | Cost Share: \$0   |
| Virginia<br>(Commercial/<br>Marketplace<br>plans)                | Cost Share: \$0 until<br>the end of the<br>month in which the<br>Federal PHE ends | *Inpatient admissions with admission dates on or before July 31, 2021 will be covered at \$0 cost share through discharge.   | Cost Share: \$0   |
| District of<br>Columbia<br>(Commercial/<br>Marketplace<br>plans) | Cost Share: \$0 until<br>the end of the<br>month in which the<br>Federal PHE ends | Cost Share: \$0 until July 31, 2021 or end of the month in which the DC PHE ends, whichever is later  *Inpatient admissions with admission dates on or before July 31, 2021 will be covered at \$0 cost share through discharge. | Cost Share: \$0   |
| Medicare<br>Advantage  | Cost Share: \$0   | Cost Share: \$0 until the end of 2021 plan year (December 31, 2021) or end of the month in which the Federal PHE ends, whichever is later  | Cost Share: \$0 until<br>the end of the month<br>in which the Federal<br>PHE ends |
| Maryland<br>Medicaid   | Cost Share: \$0   | Cost Share: \$0  | Cost Share: \$0   |
| Virginia<br>Medicaid   | Cost Share: \$0   | Cost Share: \$0  | Cost Share: \$0   |

There is no need to seek additional authorization to provide COVID-19-associated screening, diagnosis or testing to our members.

#### **Important Notes:**

- All self-funded members will have \$0 cost sharing for screening, testing and diagnosis; however, some self-funded members may encounter a cost share for treatment of COVID-19 at the election of their employer group.
- There is a temporary exception for Virginia Medicaid members. For more information, see "Virginia Medicaid Member and Out-of-Pocket Costs," below.
- There may be some reprocessing of claims related to COVID-19 care that may take 30 days or longer. Your patience is appreciated as appropriate benefit adjudication is finalized.

Other provisions may apply where required by Federal or state law or regulation. As state laws in the Mid-Atlantic region effect this timeline, we will make updates to our policy. (A limited number of commercial self-funded groups may apply cost sharing for COVID-19 treatment.)

#### **Appointments for Kaiser Permanente Members Experiencing COVID-19 Symptoms**

For those of you seeking to direct members to their KP providers for COVID-19 symptoms, testing or care, please advise them that we encourage members or their dependents who have recently traveled to an area of risk or think they have been exposed to the virus and are experiencing symptoms of COVID-19, like respiratory illness, to call the appointment and advice line at 703-359-7878 or 1-800-777-7904 (711 TTY) so we can assist with directing their care. To reduce possible exposure to others, we prefer that these members **not** make an appointment online or go directly to one of our facilities without calling ahead first.

#### **Providing Telehealth Visits**

We appreciate your efforts to limit the spread of COVID-19 in the community and encourage the use of telehealth visits. As the COVID-19 public health emergency comes to an end, Kaiser Permanente will continue to allow telehealth services when technology is available and when medically necessary and clinically appropriate to do so. Please check with local, state and federal jurisdictions to ensure that telehealth visits are performed in compliance with regulations and standards.



When verifying eligibility and benefits, providers must verify that the member's plan covers telehealth visits prior to rendering services virtually. Additionally, please ensure that you request a visual verification of members' Kaiser Permanente Identification Cards during telehealth visits, just as you would in-person in your medical office setting. While most members receive no-charge for telehealth visits, please use Online Affiliate to confirm the cost sharing for High Deductible Health Plan/HSA-qualified members who must first meet their deductible for telehealth visits unrelated to COVID-19 diagnosis and testing.

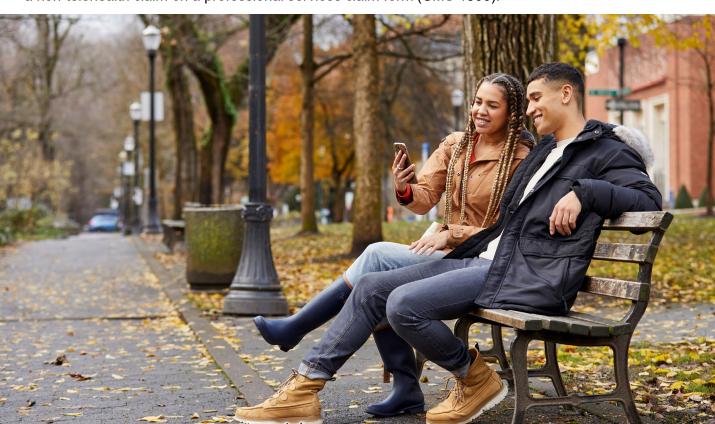
Providers should update systems and procedures to enable the use of modifiers GT (via interactive audio and video telecommunications system) or GQ (via synchronous telecommunications system), or telehealth place of service (POS code 02) when billing for services delivered via telehealth. If billing on a UB04, please append the modifier to the HCPCS code.

#### For Eligible Telehealth Visits Provided to Commercial or Medicare Members

Please use POS (place of service) 02 when submitting your professional services claims for these encounters. Modifier 95 is equally accepted for telehealth services on a professional service claim form (CMS 1500).

#### For Eligible Telehealth Visits Provided to Maryland or Virginia Medicaid Members

Professional services provided via Telehealth should be identified with a GT (via interactive audio and video telecommunications system) or GQ (via synchronous telecommunications system) modifier, as appropriate, and are billed using the usual place of service code that would be appropriate as if it were a non-telehealth claim on a professional services claim form (CMS 1500).



# <u>Guidance from Medicare and Medicaid Programs about Telehealth Services During the COVID-</u> 19 State of Emergency

Medicare and both MD and VA Medicaid programs have issued specific guidance regarding telehealth services including coding/billing, waivers for originating site, telehealth and behavioral health as well as telehealth care provided from a hospital setting. For more information, please refer directly to this guidance for regional Medicaid programs.

#### Medicare:

Telehealth Frequently Asked Questions

#### MD Medicaid:

COVID-19 Provider Updates

#### VA Medicaid:

- COVID-19 Provider information
- COVID-19 Provider Flexibilities Related to COVID-19 (Issued: March 19, 2020)

#### Coding for Telehealth Services Using an Institutional Claim Form (UB04 Claim Form)

For providers that are *unable to submit a professional CMS 1500 claim form*, and use institutional billing form, may submit claims for professional services with modifier 95 appended to eligible HCPCS/CPT on the institutional billing (UB claim forms) to submit claims for services that were:

- Performed remotely using real-time audio-visual telehealth technology or telephonic/audio-only when video technology is not available to the patient;
- Performed by a licensed, certified or otherwise qualified professional practicing within their scope of practice; and
- Where same standard of practice and documentation for the service or visit were maintained.



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| Claim Form   | CMS 1500   |                  | UB04 (Per Extenuating<br>Circumstances Noted<br>Above) |
|--|--|------------------|--|
| Line of Business   | Place of Service Code  | Modifier Options | HCPCS (Modifier)                                       |
| Commercial   | 02 (telehealth<br>provided other than in<br>patient's home)      | GT, GQ, 95       | HCPCS (GT, GQ or 95)                                   |
| Medicare   | 02 (telehealth<br>provided other than in<br>patient's home)      |                  | HCPCS (95)   |
| Commercial   | 10 (telehealth<br>provided in patient's<br>home) (Eff. 1/1/2022) | GT, GQ, 95       | HCPCS (GT, GQ or 95)                                   |
| 10 (telehealth provided in patient's home) (Eff. 4/1/2022) |  |                  | HCPCS (95)   |
| VA Medicaid Usual Place of Service Code                    |  | GT, GQ, 95       | HCPCS (GT, GQ or 95)                                   |
| MD Medicaid  | Usual Place of Service<br>Code                                   | GT, GQ, 95       | HCPCS (GT, GQ or 95)                                   |

For more information, visit CPP to view our COVID-19 Telehealth Guide for providers.

#### **Care Notes**

Providers are encouraged to provide members with a written clinical summary of COVID-19 screening, diagnosis, testing and treatment results that members can then share with their Kaiser Permanente care team.

#### **COVID-19 Testing**

The latest CDC and health authority guidance directs clinicians to use their judgment to determine if a patient has signs and symptoms of COVID-19 and should be tested. For the most up-to-date coronavirus care guidelines from the CDC visit <a href="https://www.cdc.gov/coronavirus">https://www.cdc.gov/coronavirus</a>.

#### **COVID-19 Lab Test Coding**

All COVID-19 lab tests should be coded using the following procedure codes. These tests are nocharge to all members.

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| Procedure<br>Codes | Description  |
|--------------------|--|
| 0202U              | Infectious disease (bacterial or viral respiratory tract infection), pathogen-specific nucleic acid (DNA or RNA), 22 targets including severe acute respiratory syndrome coronavirus 2 (SARS-CoV-2), qualitative RT-PCR, nasopharyngeal swab, each pathogen reported as detected or not detected (Effective 5/20/2020)                             |
| 0223U              | Infectious disease (bacterial or viral respiratory tract infection), pathogen-specific nucleic acid (DNA or RNA), 22 targets including severe acute respiratory syndrome coronavirus 2 (SARS-CoV-2), qualitative RT-PCR, nasopharyngeal swab, each pathogen reported as detected or not detected (Effective 6/25/2020)                             |
| 0224U              | Antibody, severe acute respiratory syndrome coronavirus 2 (SARS-CoV-2) (Coronavirus disease [COVID-19]), includes titer(s), when performed (Effective 6/25/2020)   |
| 0225U              | Infectious disease (bacterial or viral respiratory tract infection) pathogen-specific DNA and RNA, 21 targets, including severe acute respiratory syndrome coronavirus 2 (SARS-CoV-2), amplified probe technique, including multiplex reverse transcription for RNA targets, each analyte reported as detected or not detected (Effective 8/10/20) |
| 0226U              | Surrogate viral neutralization test (sVNT), severe acute respiratory syndrome coronavirus 2 (SARS-CoV-2) (Coronavirus disease [COVID-19]), ELISA, plasma, serum (Effective 8/10/20)  |
| 0240U              | Infectious disease (viral respiratory tract infection), pathogen-specific RNA, 3 targets (severe acute respiratory syndrome coronavirus 2 [SARS-CoV-2], influenza A, influenza B), upper respiratory specimen, each pathogen reported as detected or not detected (Effective 10/6/20)  |
| 0241U              | Infectious disease (viral respiratory tract infection), pathogen-specific RNA, 4 targets (severe acute respiratory syndrome coronavirus 2 [SARS-CoV-2], influenza A, influenza B, respiratory syncytial virus [RSV]), upper respiratory specimen, each pathogen reported as detected or not detected (Effective 10/6/20)                           |
| 86328              | Immunoassay for infectious agent antibody(ies), qualitative or semiquantitative, single step method (e.g., reagent strip); severe acute respiratory syndrome coronavirus 2 (SARS-CoV-2) (Coronavirus disease [COVID-19])   |
| 86408              | Neutralizing antibody, severe acute respiratory syndrome coronavirus 2 (SARS-CoV-2) (Coronavirus disease [COVID-19]); screen (Effective 8/10/20)   |
| 86409              | Neutralizing antibody, severe acute respiratory syndrome coronavirus 2 (SARS-CoV-2) (Coronavirus disease [COVID-19]); titer (Effective 8/10/20)  |
| 86413              | Severe acute respiratory syndrome coronavirus 2 (SARS-CoV-2) (Coronavirus disease [COVID-19]) antibody, quantitative (Effective 9/10/20)   |
| 86769              | Antibody; severe acute respiratory syndrome coronavirus 2 (SARS-CoV-2) (Coronavirus disease [COVID-19])  |

| Procedure<br>Codes | Description  |
|--------------------|--|
| 87426              | Severe acute respiratory syndrome coronavirus (e.g., SARS-CoV, SARS-CoV-2 [COVID-19]) (Effective 6/25/2020)  |
| 87428              | Infectious agent antigen detection by immunoassay technique, (e.g., enzyme immunoassay [EIA], enzyme-linked immunosorbent assay [ELISA], fluorescence immunoassay [FIA], immunochemiluminometric assay [IMCA]) qualitative or semiquantitative; adenovirus enteric types 40/41; severe acute respiratory syndrome coronavirus (e.g., SARS-CoV, SARS-CoV-2 [COVID-19]) and influenza virus types A and B (Effective 11/10/2020) |
| 87635              | Infectious agent detection by (DNA or RNA); severe acute respiratory syndrome coronavirus 2 (SARS-CoV-2) [COVID-19] (Do not use this procedure for Medicare members)   |
| 87636              | Infectious agent detection by nucleic acid (DNA or RNA); severe acute respiratory syndrome coronavirus 2 (SARS-CoV-2) (Coronavirus disease [COVID-19]) and influenza virus types A and B, multiplex amplified probe technique (Effective 10/6/20)  |
| 87637              | Infectious agent detection by nucleic acid (DNA or RNA); severe acute respiratory syndrome coronavirus 2 (SARS-CoV-2) (Coronavirus disease [COVID-19]), influenza virus types A and B, and respiratory syncytial virus, multiplex amplified probe technique (Effective 10/6/20)  |
| 87811              | Infectious agent antigen detection by immunoassay with direct optical (i.e., visual) observation; severe acute respiratory syndrome coronavirus 2 (SARS-CoV-2) (Coronavirus disease [COVID-19]) (Effective 10/6/20)  |
| D0604              | Antigen testing for a public health related pathogen, including coronavirus (Effective 1/1/2021)   |
| D0605              | Antibody testing for a public health related pathogen, including coronavirus (Effective 1/1/2021)  |
| G2023              | Specimen collection for severe acute respiratory syndrome coronavirus 2 (SARS-CoV-2) (Coronavirus disease [COVID-19]), any specimen source. (Effective 3/1/2020)   |
| G2024              | Specimen collection for severe acute respiratory syndrome coronavirus 2 (SARS-CoV-2) (Coronavirus disease [COVID-19]), from an individual in a SNF or by a laboratory on behalf of an HHA, any specimen source. (Effective 3/1/2020)   |
| U0001              | Centers for Disease Control and Prevention (CDC) 2019 Novel Coronavirus Real<br>Time RT-PCR Test Panel<br>(Use only for tests performed by CDC)  |

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| Procedure<br>Codes | Description   |
|--------------------|---|
| U0002              | Private labs (e.g., Quest) 2019-nCoV Coronavirus, SARS-CoV-2/2019- nCoV (COVID-19) (Use for Medicare members or Commercial members)   |
| U0003              | Infectious agent detection by nucleic acid (DNA or RNA); severe acute respiratory syndrome coronavirus 2 (SARS-CoV-2) (Coronavirus disease [COVID-19]), amplified probe technique, making use of high throughput technologies as described by CMS-2020-01-R   |
| U0004              | 2019-nCoV Coronavirus, SARS-CoV-2/2019-nCoV (COVID-19), any technique, multiple types or subtypes (includes all targets), non-CDC, making use of high throughput technologies as described by CMS-2020-01-R   |
| U0005              | Infectious agent detection by nucleic acid (DNA or RNA); severe acute respiratory syndrome coronavirus 2 (SARS-CoV-2) (Coronavirus disease [COVID-19]), amplified probe technique, CDC or non-CDC, making use of high throughput technologies, completed within 2 calendar days from date and time of specimen collection. (List separately in addition to either HCPCS code U0003 or U0004) (Effective 1/1/2021) |



| Other Associated Diagnostic Testing |  |  |
|-------------------------------------|--|--|
| 87400                               | Infectious agent antigen detection by immunoassay technique, (e.g., enzyme immunoassay [EIA], enzyme-linked immunosorbent assay [ELISA], immunochemiluminometric assay [IMCA]) qualitative or semiquantitative, multiple-step method; Influenza, A or B, each  |  |
| 87486                               | Infectious agent detection by nucleic acid (DNA or RNA); Chlamydia pneumoniae, amplified probe technique   |  |
| 87581                               | Infectious agent detection by nucleic acid (DNA or RNA); Mycoplasma pneumoniae, amplified probe technique  |  |
| 87633                               | Infectious agent detection by nucleic acid (DNA or RNA); respiratory virus (e.g., adenovirus, influenza virus, coronavirus, metapneumovirus, parainfluenza virus, respiratory syncytial virus, rhinovirus), includes multiplex reverse transcription, when performed, and multiplex amplified probe technique, multiple types or subtypes, 12-25 targets |  |

| Procedure<br>Codes | Description   |
|--------------------|---|
| 99072              | Additional supplies, materials, and clinical staff time over and above those usually included in an office visit or other non-facility service(s), when performed during a Public Health Emergency as defined by law, due to respiratory-transmitted infectious disease (Effective 9/10/20) |

| Monoclonal Antibody Therapy Administration |  |
|--|--|
| Procedure<br>Codes                         | Description  |
| M0243                                      | Intravenous infusion, casirivimab and imdevimab includes infusion and post administration monitoring |
| M0239                                      | Intravenous infusion, bamlanivimab-xxxx, includes infusion and post administration monitoring        |

| Monoclonal Antibody Therapy Drug Supply |  |  |
|---|--|--|
| Procedure<br>Codes                      | Description  |  |
| Q0243                                   | Injection, casirivimab and imdevimab, 2400 mg (Provided at no cost and should not billed on a claim) |  |
| Q0239                                   | Injection, bamlanivimab-xxxx, 700 mg (Provided at no cost and should not billed on a claim)          |  |



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#### **Virginia Medicaid Member and Out-of-Pocket Costs**

Effective March 16, 2020, the Virginia Department of Medical Assistance Services has directed all Medicaid Fee-for-Service Providers and Medicaid Managed Care Organizations, of which Kaiser Permanente is a participating provider, to eliminate cost sharing for all visits and services as of March 16, 2020.

#### **Prescription Drug Coverage and Mail Order Pharmacy**

It's a good idea for members to refill their prescriptions online and have them delivered by mail.

You may receive member requests for prescription drug refills that you've prescribed. In your clinical judgment, please process these requests as expeditiously as possible.

Members can avoid standing in line by receiving prescriptions through our mail order service. Members can sign up on **kp.org/rxrefill** and receive their medications in about 3-5 business days. For urgent prescriptions, members should visit their closest Kaiser Permanente medical center pharmacy.

We have relaxed our "refill too soon" edits to permit earlier access to refills. Additionally, on a case-by-case basis, using clinical judgment and in compliance with regional or state executive orders, a pharmacist may dispense a refill even sooner than the edit allows. Regular benefit co-pays will apply to prescription drugs.

We are also monitoring all regional, state and federal emergency executive orders and will comply with any requirements related to prescribing and dispensing.

#### **Monitoring Drug Supply Chains**

Currently, Kaiser Permanente is not experiencing any significant drug shortages related to this coronavirus. We are closely monitoring the drug supply chain to identify any potential shortages of drugs produced in countries affected by COVID-19.

Our physicians, pharmacists and supply chain specialists continually work together to ensure that our members have access to needed medication. Within our integrated health system, we take steps such as identifying alternate supply sources or therapeutic agents whenever a drug shortage issue is identified, working closely with our physicians.

If there is any issue with a medication a member is taking, they will be notified about what they need to do. As always, members are encouraged to ask their physician or pharmacist about any concerns they have.

#### **COVID-19 ICD-10 Coding**

Proper diagnosis is needed to represent the care provided and ensure we can identify and track the atrisk population. As a reminder, effective March 6, 2020, all visits associated with screening, testing and diagnosis will be no charge for all members. The no charge coverage includes visits, associated labs, radiology and vaccine if members suspect or were exposed to the coronavirus or are under investigation for exposure to COVID-19. Beginning August 1, 2021, medically necessary treatment of COVID-19 will be covered according to the member's plan as outlined in the *Member/Patient Costs* and *COVID-19 Cost-Sharing Waivers* section of this article.

Please use the scenarios below to find the most specific and accurate diagnosis code. Using these codes will support no charge claims processing associated with COVID-19 screening, diagnosis, testing and treatment services.

| Case Scenario   | Use ICD-10 DX Code   |
|---|--|
| Concern about a possible exposure to COVID-19, but ruled out after evaluation   | Z03.818: Encounter for observation for suspected exposure to other biological agents ruled out   |
| Actual or suspected exposure to someone who is infected with COVID-19; Person under investigation   | Z20.822: Contract with and (suspected) exposure to COVID-19 (Effective 1/1/2021) Z20.828: Contact with and (suspected) exposure to other viral communicable diseases |
| Asymptomatic Patient screened for COVID-19  | Z11.52: Encounter for screening for COVID-19 (Effective 1/1/2021) Z11.59: Encounter for screening for other viral diseases   |
| Confirmed COVID-19  | U07.1: 2019-nCoV acute respiratory disease   |
| Case of acute bronchitis confirmed as due to COVID-19   | U07.1: 2019-nCoV acute respiratory disease and J20.8: Acute bronchitis due to other specified organisms  |
| Cases of Bronchitis not otherwise specified (NOS) due to the COVID-19   | U07.1: 2019-nCoV acute respiratory disease and J40: Bronchitis, not specified as acute or chronic  |
| Cases of lower respiratory infection, not otherwise specified (NOS) or an acute respiratory infection, NOS associated with confirmed COVID-19 | U07.1: 2019-nCoV acute respiratory disease and J22: Unspecified acute lower respiratory infection  |
| Cases of respiratory infection, NOS due to COVID-19   | U07.1: 2019-nCoV acute respiratory disease and J98.8: Other specified respiratory disorders  |
| Cases of ARDS (Acute<br>Respiratory Distress Syndrome)<br>due to COVID-19   | U07.1: 2019-nCoV acute respiratory disease and J80: Acute respiratory distress syndrome  |



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On February 20, 2020, the CDC announced a new ICD-10, U07.1: 2019-nCoV acute respiratory that became effective on April 1, 2020 and may not be used for billed claims prior to that date.

For more information related to CDC's ICD-10-CM Official Coding Guidelines - Supplement Coding encounters related to COVID-19 Coronavirus Outbreak please go to: <a href="https://www.cdc.gov/coronavirus">https://www.cdc.gov/coronavirus</a>.

#### **COVID-19 Vaccinations**

Kaiser Permanente will cover the administration of any FDA-approved COVID-19 vaccine at no costshare to all commercial and Medicaid members (see "Medicare Reimbursement" section below). Providers may bill for the administration of the vaccine but not the cost of the vaccine as they are provided at no cost by the Federal government. No authorization is required for the administration of COVID-19 vaccinations.

#### Medicare Reimbursement COVID-19 Vaccinations and Monoclonal Antibody Therapy –

Original Medicare will reimbursement COVID-19 vaccine administration and monoclonal antibody therapy administration (MAB) costs. Therefore, claims for COVID-19 vaccination and MAB administration should be submitted to Original Medicare via the appropriate Medicare Administrative Contractors directly and not to Kaiser Permanente. This provision is for COVID-19 vaccination and MAB administration only. All other Medicare Advantage claims including COVID-19 screening, testing, diagnosis and treatment will continue to be submitted to Kaiser Permanente for reimbursement. For additional information, go to:

- <a href="https://www.cms.gov/medicare/covid-19/medicare-billing-covid-19-vaccine-shot-administration">https://www.cms.gov/medicare/covid-19/medicare-billing-covid-19-vaccine-shot-administration</a>
- https://www.cms.gov/medicare/covid-19/monoclonal-antibody-covid-19-infusion#Payment

### All COVID-19 vaccine administration costs should be billed using the following codes:

| Procedure<br>Codes | Description   |
|--------------------|---|
| 0001A              | Immunization administration by intramuscular injection of severe acute respiratory syndrome coronavirus 2 (SARS-CoV-2) (Coronavirus disease [COVID-19]) vaccine, mRNA-LNP, spike protein, preservative free, 30 mcg/0.3mL dosage, diluent reconstituted; <b>first dose (Pfizer)</b>                                   |
| 0002A              | Immunization administration by intramuscular injection of severe acute respiratory syndrome coronavirus 2 (SARS-CoV-2) (Coronavirus disease [COVID-19]) vaccine, mRNA-LNP, spike protein, preservative free, 30 mcg/0.3mL dosage, diluent reconstituted; <b>second dose (Pfizer)</b>                                  |
| 0011A              | Immunization administration by intramuscular injection of Severe acute respiratory syndrome coronavirus 2 (SARS-CoV-2) (Coronavirus disease [COVID-19]) vaccine, mRNA-LNP, spike protein, preservative free, 100 mcg/0.5mL dosage; <b>first dose</b> ( <b>Moderna</b> )   |
| 0012A              | Immunization administration by intramuscular injection of Severe acute respiratory syndrome coronavirus 2 (SARS-CoV-2) (Coronavirus disease [COVID-19]) vaccine, mRNA-LNP, spike protein, preservative free, 100 mcg/0.5mL dosage; <b>second dose</b> (Moderna)   |
| 0021A              | Immunization administration by intramuscular injection of severe acute respiratory syndrome coronavirus 2 (SARSCoV-2) (coronavirus disease [COVID-19]) vaccine, DNA, spike protein, chimpanzee adenovirus Oxford 1(ChAdOx1) vector, preservative free, 5x1010 viral particles/0.5mL dosage; first dose (AstraZeneca)  |
| 0022A              | Immunization administration by intramuscular injection of severe acute respiratory syndrome coronavirus 2 (SARSCoV-2) (coronavirus disease [COVID-19]) vaccine, DNA, spike protein, chimpanzee adenovirus Oxford 1(ChAdOx1) vector, preservative free, 5x1010 viral particles/0.5mL dosage; second dose (AstraZeneca) |
| 0031A              | Immunization administration by intramuscular injection of severe acute respiratory syndrome coronavirus 2 (SARS-CoV-2) (coronavirus disease [COVID-19]) vaccine, DNA, spike protein, adenovirus type 26 (Ad26) vector, preservative free, 5x1010 viral particles/0.5mL dosage; <b>single dose (Janssen)</b>           |
| D1701              | SARSCOV2 COVID-19 VAC Administration mRNA 30mcg/0.3mL IM DOSE 1 (Pfizer) Effective 3/15/2021  |
| D1702              | SARSCOV2 COVID-19 VAC Administration mRNA 30mcg/0.3mL IM DOSE 2 (Pfizer) Effective 3/15/2021  |
| D1703              | SARSCOV2 COVID-19 VAC Administration mRNA 100mcg/0.5mL IM DOSE 1 (Moderna) Effective 3/15/2021  |
| D1704              | SARSCOV2 COVID-19 VAC Administration mRNA 100mcg/0.5mL IM DOSE 2 (Moderna) Effective 3/15/2021  |

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| Procedure<br>Codes | Description  |
|--------------------|--|
| D1705              | SARSCOV2 COVID-19 VAC Administration rS-ChAdOx1 5x1010 VP/.5mL IM DOSE 1 (AstraZeneca) Effective 3/15/2021 |
| D1706              | SARSCOV2 COVID-19 VAC Administration rS-ChAdOx1 5x1010 VP/.5mL IM DOSE 2 (AstraZeneca) Effective 3/15/2021 |
| D1707              | SARSCOV2 COVID-19 VAC Administration Ad26 5x1010 VP/.5mL IM SINGLE DOSE (Janssen) Effective 3/15/2021      |

We will provide any additional information regarding COVID-19 coding to you as quickly as possible.

#### **Continue to Encourage Social Distancing**

Social distancing can limit the exposure of the virus to vulnerable individuals. For questions about self-isolating and social distancing, please refer to CDC guidance at: <a href="https://www.cdc.gov/coronavirus">https://www.cdc.gov/coronavirus</a>.

We will continue to keep you informed about changes and answer your questions as the situation evolves. Please keep up to date on the evolving COVID-19 pandemic by visiting CPP, our provider portal, at **providers.kp.org/mas**. You may also visit **kp.org** for continued updates.

If you have additional questions, please contact your account manager, or email us at **provider.relations@kp.org**.



## 2022 Utilization Management Affirmative Statement

Kaiser Permanente practitioners and health care professionals make decisions about which care and services are provided based on the member's clinical needs, the appropriateness of care and service, and existence of health plan coverage. Kaiser Permanente does not make decisions regarding hiring, promoting, or terminating its practitioners or other individuals based upon the likelihood or perceived likelihood that the individual will support or tend to support the denial of benefits. The health plan does not specifically reward, hire, promote, or terminate practitioners or other individuals for issuing denials of coverage or benefits or care. No financial incentives exist that encourage decisions that specifically result in denials or create barriers to care and services or result in underutilization. In order to maintain and improve the health of our members, all practitioners and health professionals should be especially diligent in identifying any potential underutilization of care or service.

# New/Emerging Technologies, Transplant Referral Guidelines and Medical Coverage Policy Update: 2022

The following Kaiser Permanente Mid-Atlantic Region's new and emerging technologies, Medical Coverage Policies (MCPs) and Transplant Patient Selection Criteria were approved between **December 2021 to February 2022.** 

We develop MCPs in collaboration with specialty service chiefs and clinical subject matter experts. MCPs specify clinical criteria supported by current peer reviewed literature and are used to guide decisions related to request for health care services such as devices, drugs, and procedures. The policies are reviewed and updated annually, reviewed for approval by the Regional Utilization Management Committee (RUMC), and are periodically reviewed by regulatory and accrediting agencies. Except where noted, our MCPs are primarily applicable only to commercial members.

#### **New and Emerging Technologies**

Approved by the KP-MAS Technology Review Implementation Committee (TRIC): February 1, 2022 Approved by the KP-MAS Regional Utilization Management Committee (RUMC): February 28, 2022



| Update: 2022 - Continued from page 16  |   |   |   |  |
|--|---|---|---|--|
| INTC<br>Presentation<br>Date   | National Interregional New Technology<br>Committee (INTC) Conclusion<br>http://cl.kp.org/pkc/national/cpg/intc/sp<br>ecialty.html | KP-MAS Recommendation - Adopt the use of technology Sufficient evidence | KP-MAS Recommendation – Do not recommend Inconclusive or Insufficient evidence                                |  |
| Sufficient evidence: Quality and quantity of evidence is good, should be used in most cases where indications are met. |   |   |   |  |
|  | ce: Quality and/or quantity is low or moderate,<br>ases but not for general use for this diagnosis                                |   | s are needed. Can be  |  |
| April 9, 2021<br>SCPMG   | Stand-Alone Transoral Incisionless<br>Fundoplication (TIF) 2.0 with EsophyX for<br>Gastroesophageal Reflux Disease<br>(GERD)      |   | х   |  |
| April 9, 2021<br>SCPMG   | Hiatal Hernia Repair and Transoral<br>Incisionless Fundoplication (TIF) 2.0 with<br>EsophyX or "cTIF" for GERD                    |   | X   |  |
| April 9, 2021<br>SCPMG   | Female External Urinary Management<br>Devices (PureWick™, PrimaFit®, UriCap<br>Female)  |   | x Inconclusive evidence for home or SNF use – not covered by Medicare at this time                            |  |
| April 5, 2021<br>National  | Reset Therapeutic Education System (TES) for Substance Use Disorder and Reset-O TES for Opioid Use Disorder                       |   | х   |  |
| April 5, 2021<br>National  | Podimetrics Smartmat for Diabetic Foot Ulcer  |   | x Insufficient evidence but suggestion of prediction and will be used in MAS                                  |  |
| March 12, 2021<br>SCPMG  | Repetitive Transcranial Magnetic Stimulation for Tinnitus   |   | x<br>Insufficient evidence<br>still ongoing trials  |  |
| March 12, 2021<br>SCPMG  | Holmium Laser Enucleation (HoLEP) versus Transurethral Resection of the Prostate (TURP) for Benign Prostate Hyperplasia (BPH)     | x   |   |  |
| March 12, 2021<br>SCPMG  | HoLEP versus Simple Prostatectomy for BPH   |   | x Insufficient evidence however may be appropriate in cases with a surgeon who is very experienced with HoLEP |  |

#### **Utilization Management Criteria**

#### . Nationally Recognized UM Criteria

#### A. Non-Behavioral Health UM Criteria

- 1. MCG Guidelines 26th edition
- 2. InterQual Level of Care for Transplant-related Services, Adult and Pediatric
- 3. Medicare Coverage Database for National (NCD) and Local Coverage Determination (LCD) for Durable Medical Equipment (DME) and Supplies
- 4. Early and Periodic Screening, Diagnosis and Treatment (EPSDT) Guidelines

#### B. Behavioral Health UM Criteria

- 1. MCG Guidelines 26th edition
- 2. American Society of Addiction Medicine (ASAM) Criteria for Substance-Use Disorder
- 3. Virginia Medicaid
  - ASAM Criteria
  - Mental Health Services (MHS) Manual for Virginia Premier's Behavioral Health Services
  - Addiction Recovery and Treatment Services (ARTS)

#### II. Internally Developed UM Criteria

#### A. Transplant Patient Referral Guidelines

- 1. Liver transplant
- 2. Intestinal, intestinal/liver transplant
- 3. Kidney transplant
- 4. Pancreas transplant alone and pancreas after kidney transplant (PTA/PAK)
- 5. Simultaneous pancreas kidney (SPK) transplant
- 6. Bone marrow transplant
- 7. Lung & heart/lung transplant
- 8. Heart transplant
- 9. Use of mechanical circulatory support devices as a bridge to cardia transplant

#### B. New and Updated Medical Coverage Policies

#### 1. Wound Vacuum - NEW

Effective December 15, 2021

#### 2. Acupuncture

Effective December 15, 2021

- Addition/call out of Bell's Palsy as an indication for acupuncture
- References were updated

#### 3. Matrix-Induced Autologous Chondrocyte Implantation (MACI)

Effective December 15, 2021

· References were updated

#### 4. Viscosupplementation

Effective December 15, 2021

References were updated

#### 5. Reauthorization Spinal Manipulative Rx/Chiro

Effective December 15, 2021

· References were updated

#### 6. Vitiligo

Effective December 15, 2021

References were updated

#### 7. Vision Therapy

Effective December 15, 2021

References were updated

#### 8. Infertility diagnosis and treatment

Effective January 24, 2022

 Section VIII, B-5c – Advanced Reproductive (Infertility) Treatments: "Assisted hatching as an adjunct procedure to Preimplantation Genetic Diagnosis (PGD)"

#### 9. Autologous Stem Cell Cardiomyoplasty

Effective January 24, 2022

· References were updated

#### 10. Corneal Collagen Crosslinking

Effective January 24, 2022

· References were updated

#### 11. Genetic Testing

Effective January 24, 2022

· References were updated

#### 12. Mastectomy External Prosthetics

Effective January 24, 2022

· References were updated

#### 13. Virtual Colonoscopy DC, VA & Fed

Effective January 24, 2022

References were updated

#### 14. Virtual Colonoscopy MD

Effective January 24, 2022

References were updated

#### 15. Dental Services outside of medical benefit

Effective February 28, 2022

References were updated

#### **16. Home Phototherapy**

Effective February 28, 2022

· References were updated

#### 17. Biofeedback

Effective February 28, 2022

References were updated

#### 18. Continuous Glucose Monitor

Effective February 28, 2022

- III.1.1.d/e Device no longer requiring endocrinologist for initial order for adult patients, just endocrinologist recommendation
- III.1.1.b Insulin injection requirement decreased to 3 times daily
- III.1.2.c and III.2.2.c Hypoglycemia guidelines were simplified
- III.2.a.b and III.2.2.a.b Dexterity and vision limitations added to indications
- III.1.4 and III.2.4 New adult and pediatric KP members and prior CGM users must meet medical necessity criteria or provide proof of prior insurance authorizations
- III.3 New requirement for continued use needs one visit within 3 months and every 6 months after initiating CGM
- References were updated

#### 19. Fetal Echocardiogram

Effective February 28, 2022

- Section III. A # 4 Maternal Clinical Indication
   Maternal indication of pregnancy achieved by in vitro fertilization was removed
   (still in ASE guidelines) so the initial language was changed to say that this MCP
   derives from as opposed to aligns with the ASE guidelines
  - Deleted: # 4 Pregnancy achieved by in vitro fertilization;
- Section IV. Restrictions

Language updated on the need for MFM evaluations for isolated single umbilical artery

- Deleted: "A fetus with a Single Umbilical Artery (SUA) should have the fetal anatomy survey completed with Maternal Fetal Medicine/Perinatology (MFM)to determine the need for a fetal echocardiogram."
- · References were updated

#### 20. Cranial Remodeling Band & Helmet

Effective February 28, 2022

· References were updated

#### 21. Compression Garment & Devices

Effective February 28, 2022

- Section VIII. A new section added detailing criteria for a Compression Pump
- Section XI. Added: description of compression pumps
- References were updated

#### Access to MCPs is only two clicks away in Health Connect.

Medical Coverage Policies can be accessed through the **KP Clinical Library** by using the web link below:

https://clm.kp.org/wps/portal/cl/MAS/search\_iframe?query=medical+coverage+policy&x=0&y=0.

Click on the Clinical Library section on the right side of the KPHC Home page and then type in "medical coverage policy" in the search box. All medical coverage policies will be displayed.

Please contact the Utilization Management Operations Center (UMOC) at 1-800-810-4766 to receive a copy of the UM guideline or criteria <u>related to a referral</u>.

All Practitioners have the opportunity to discuss any non-behavioral health and or/behavioral health Utilization Management (UM) medical necessity denial (adverse) decisions with a Kaiser Permanente Physician reviewer (UM Physicians).

If you have clinical questions on use of our criteria, please feel free to contact:

Christine Assia, M.D.

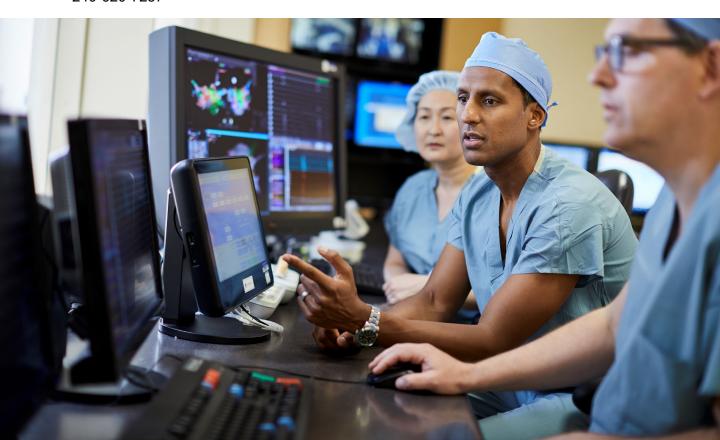
Physician Director of Medical Policies, Benefits and Technology Assessment Emergency Physician, Advanced Urgent Care/ECM/UMOC Christine.C.Assia@kp.org

If you have administrative questions concerning accessing or using our criteria, please contact:

Marisa R Dionisio, RN

Marisa.R.Dionisio@kp.org

240-620-7257



# Member Rights and Responsibilities: Our Commitment to Each Other

Kaiser Permanente is committed to providing you and your family with quality health care services. In a spirit of partnership with you, here are the rights and responsibilities we share in the delivery of your health care services.

#### **Member rights**

As a member of Kaiser Permanente, you have the right to do the following:

# RECEIVE INFORMATION THAT EMPOWERS YOU TO BE INVOLVED IN HEALTH CARE DECISION MAKING

This includes your right to do the following:

- a. Actively participate in discussions and decisions regarding your health care options.
- b. Receive and be helped to understand information related to the nature of your health status or condition, including all appropriate treatment and non-treatment options for your condition and the risks involved no matter what the cost is or what your benefits are.
- c. Receive relevant information and education that helps promote your safety in the course of treatment.
- d. Receive information about the outcomes of health care you have received, including unanticipated outcomes. When appropriate, family members or others you have designated will receive such information.



#### Member Rights and Responsibilities - Continued from page 22

- e. Refuse treatment, provided that you accept the responsibility for and consequences of your decision.
- f. Give someone you trust the legal authority to make decisions for you if you ever become unable to make decisions for yourself by completing and giving us an advance directive, a durable power of attorney for health, a living will, or another health care treatment directive. You can rescind or modify these documents at any time.
- g. Receive information about research projects that may affect your health care or treatment. You have the right to choose to participate in research projects.
- h. Receive access to your medical records and any information that pertains to you, except as prohibited by law. This includes the right to ask us to make additions or corrections to your medical record. We will review your request based on HIPAA criteria to determine if the requested additions are appropriate. If we approve your request, we will make the correction or addition to your protected health information. If we deny your request, we will tell you why and explain your right to file a written statement of disagreement. You or your authorized representative will be asked to provide written permission before your records are released, unless otherwise permitted by law.

#### RECEIVE INFORMATION ABOUT KAISER PERMANENTE AND YOUR PLAN

This includes your right to the following:

- a. Receive the information you need to choose or change your primary care physician, including the names, professional levels and credentials of the doctors assisting or treating you.
- b. Receive information about Kaiser Permanente, our services, our practitioners and providers, and the rights and responsibilities you have as a member. You also can make recommendations regarding Kaiser Permanente's member rights and responsibility policies.
- c. Receive information about financial arrangements with physicians that could affect the use of services you might need.
- d. Receive emergency services when you, as a prudent layperson, acting reasonably, would have believed that an emergency medical condition existed.
- e. Receive covered, urgently needed services when traveling outside the Kaiser Permanente service area.
- f. Receive information about what services are covered and what you will have to pay and examine an explanation of any bills for services that are not covered.
- g. File a complaint, a grievance, or an appeal about Kaiser Permanente, or the care you received, without fear of retribution or discrimination; expect problems to be fairly examined; and receive an acknowledgement and a resolution in a timely manner.

#### RECEIVE PROFESSIONAL CARE AND SERVICE

This includes your right to the following:

a. See plan providers; get covered health care services; and get your prescriptions filled within a reasonable period of time and in an efficient, prompt, caring and professional manner.

#### Member Rights and Responsibilities – Continued from page 23

- b. Have your medical care, medical records and protected health information handled confidentially and in a way that respects your privacy.
- c. Be treated with respect and dignity.
- d. Request that a staff member be present as a chaperone during medical appointments or tests.
- e. Receive and exercise your rights and responsibilities without any discrimination based on age; gender; sexual orientation; race; ethnicity; religion; disability; medical condition; national origin; educational background; reading skills; ability to speak or read English; or economic or health status, including any mental or physical disability you may have.
- f. Request interpreter services in your primary language at no charge.
- g. Receive health care in facilities that are environmentally safe and accessible to all.

#### Member responsibilities

As a member of Kaiser Permanente, you have the responsibility to do the following:

#### PROMOTE YOUR OWN GOOD HEALTH

- a. Be active in your health care and engage in healthy habits.
- b. Select a primary care physician. You may choose a doctor who practices in the specialty of internal medicine, pediatrics, or family practice as your primary care physician.
- c. To the best of your ability, give accurate and complete information about your health history and health condition to your doctor or other health care professionals treating you.
- d. Work with us to help you understand your health problems and develop mutually agreed-upon treatment goals.
- e. Talk with your doctor or health care professional if you have questions or do not understand or agree with any aspect of your medical treatment.
- f. Do your best to improve your health by following the treatment plan and instructions your physician or health care professional recommends.
- g. Schedule the health care appointments your physician or health care professional recommends.
- h. Keep scheduled appointments or cancel appointments with as much notice as possible.
- i. Inform us if you no longer live or work within the plan service area.



#### Member Rights and Responsibilities – Continued from page 24

#### KNOW AND UNDERSTAND YOUR PLAN AND BENEFITS

- a. Read about your health care benefits and become familiar with them. Detailed information about your plan, benefits and covered services is available in your contract. Call us when you have questions or concerns.
- b. Pay your plan premiums and bring payment with you when your visit requires a copayment, coinsurance, or deductible.
- c. Let us know if you have any questions, concerns, problems, or suggestions.
- d. Inform us if you have any other health insurance or prescription drug coverage.
- e. Inform any network or nonparticipating provider from whom you receive care that you are enrolled in our plan.

#### PROMOTE RESPECT AND SAFETY FOR OTHERS

- a. Extend the same courtesy and respect to others that you expect when seeking health care services.
- b. Ensure a safe environment for other members, staff and physicians by not threatening or harming others.



## Pharmaceutical Management Information and Updates

The KPMAS Regional Pharmacy & Therapeutics (P&T) Committee approves drug formularies for all lines of business, Commercial, Marketplace/Exchange, Medicare, Virginia Premier and MD HealthChoice (Medicaid).

The Regional P&T Committee, with expert guidance from various medical specialties, evaluates, appraises, and selects from available medications those considered to be the most appropriate for patient care and general use within the region. The purpose of the formulary is to promote rational, safe, and cost-effective drug use.

The formularies are updated monthly with additions and/or deletions approved by the Regional P&T Committee. The most recent information on drug formulary updates or changes can be accessed via the online Community Provider Portal for affiliated practitioners available at <a href="http://providers.kaiserpermanente.org/html/cpp\_mas/formulary.html">http://providers.kaiserpermanente.org/html/cpp\_mas/formulary.html</a>. To view the P&T Memos, you will be redirected to the KPMAS Clinical Library, a secured network, and asked to sign in and/or register for access.

A printed copy of each drug formulary is available upon request from the Provider Experience department, which can be contacted via email at <a href="mailto:Provider.Relations@KP.org">Provider.Relations@KP.org</a>.



## **Diversity**

Members have the right to free language services for health care needs. We provide free language services including:

- **24-hour access to an interpreter.** When members call to make an appointment or talk to their personal physician, if needed, we will connect them to a telephonic interpreter.
- **Translation services.** Some member materials are available in the member's preferred language.
- Bilingual physicians and staff. In some medical centers and facilities, we have bilingual
  physicians and staff to assist members with their health care needs. They can call Member
  Services or search online in the medical staff directory at kaiserpermanente.org.
- **Braille or large print**. Blind or vision impaired members can request for documents in Braille or large print or in audio format.
- **Telecommunications Relay Service (TRS).** If members are deaf, hard of hearing, or speech impaired, we have the TRS access numbers that they can use to make an appointment or talk with an advice nurse or member services representative or with you.
- **Sign language interpreter services**. These services are available for appointments. In general, advance notice of two or three business days is required to arrange for a sign language interpreter; availability cannot be guaranteed without sufficient notice.
- Video Remote Interpretation (VRI). VRI provides on-demand access to American Sign Language & Spoken Language interpretation services at medical centers for members. It meets the need in the care experience of walk-in deaf patient and those in need of urgent care.
- Educational materials. Health education materials can be made available in languages other than English by request. To access Spanish language information and many educational resources go to kp.org/espanol or kp.org to access La Guía en Español (the Guide in Spanish). Members can also look for the ñ symbol on the English language Web page. The ñ points to relevant Spanish content available in La Guía en Español.
- Prescription labels. Upon request, the Kaiser Permanente of the Mid-Atlantic States pharmacist
  can provide prescription labels in Spanish for most medications filled at the Kaiser Permanente
  pharmacy.
- After Visit Summary (AVS). AVS can be printed on paper and available electronically via kp.org for KP members after their appointment. If the member's preferred written communication is documented in KP HealthConnect for a non-English language, the AVS automatically prints out in that selected language. This includes languages such as Spanish, Arabic, Korean, and several others.



#### **Diversity** – Continued from page 27

At Kaiser Permanente, we are committed to providing quality health care to our members regardless of their race, ethnic background or language preference. Efforts are being made to collect race, ethnicity and language data through our electronic medical record system, HealthConnect®. We believe that by understanding our members' cultural and language preferences, we can more easily customize our care delivery and Health Plan services to meet our members' specific needs.

Currently, when visiting a medical center, members should be asked for their demographic information. It is entirely the member's choice whether to provide us with demographic information. The information is confidential and will be used only to improve the quality of care. The information will also enable us to respond to required reporting regulations that ensure nondiscrimination in the delivery of health care.

We are seeking support from our practitioners and providers to assist us with the member demographic data collection initiative. We would appreciate your support with the data collection by asking that you and your staff check the member's medical record to ensure the member demographic data is being captured. If the data is not captured, please take the time to collect this data from the member. The amount of time needed to collect this data is minimal and only needs to be collected once. Recommendation for best practices for collecting data is during the rooming procedure.

In conclusion, research has shown that medical treatment is more effective when the patient's race, ethnicity and primary language are considered.

To access organization wide population data on language and race, please access the reports via our Community Provider Portal at <a href="https://www.providers.kp.org/mas">www.providers.kp.org/mas</a> under *News and announcements*.

To obtain your practice level data on language and race, please email the Provider Experience Department at **Provider.Relations@kp.org**.

## Determining the Jurisdiction of a Plan

All of our medical plans are located in Maryland, Virginia, or the District of Columbia or is a Federal plan. Each jurisdiction has unique guidelines for billing claims such as member balance billing. Be sure to know the member's plan situs to ensure appropriate claim processing.

Finding the situs of a member's plan is simple. Locate the member's plan name when verifying the member benefits in Kaiser Permanente Online Affiliate. The plan name is under Coverages & Benefits. The Payor/Plan name will contain one of the following as part of the plan name:

- Maryland or MD
- Virginia or VA
- District of Columbia or DC
- Federal or FD (Maryland guidelines apply to Federal plans)

Some examples of what you will see online are:

#### Payor/Plan

 MAS KP-MEDICAID MCO MARYLAND / MD MEDICAID PLAN (20325) 0718

#### Payor/Plan

MAS KP-MID ATLANTIC / VA KPIF ON HCR HMO SILVER \$15/\$40 (3787

If you are uncertain about the situs of a member's plan, please contact our Member Services Call Center at 1-800-777-7902.

If you are not registered for access to Kaiser Permanente Online Affiliate, you may register online at www.kp.org/providers/mas.



## Keeping Your Provider Data Updated

Be sure to submit any changes to your practice to Kaiser Permanente. Keeping Kaiser Permanente updated will ensure that our provider directory and data systems are accurate and help us to provide an excellent healthcare experience to our members. To access our provider directory online, go to <a href="kp.org">kp.org</a>. For your convenience, a sample form letter can be found on our Community Provider Portal at <a href="www.providers.kp.org/mas">www.providers.kp.org/mas</a> and on the following page. Utilize the sample to submit updates throughout the year.

Updates may be submitted to Provider Experience via:

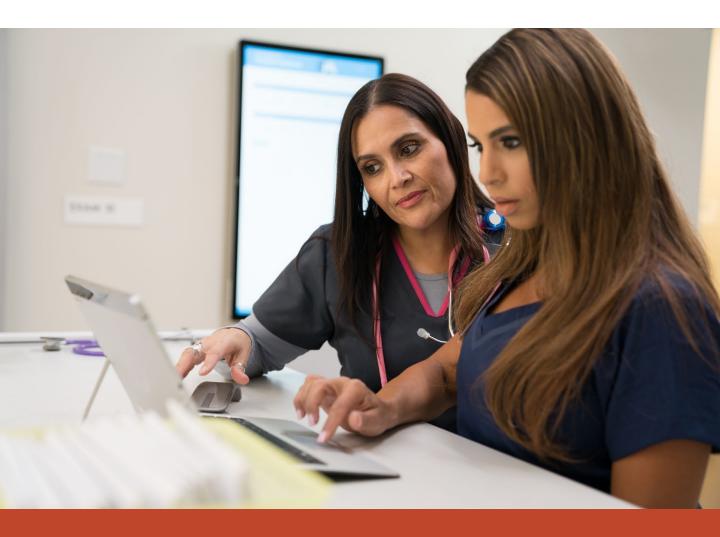
Fax: 855-414-2623

Email: Provider.Demographics@kp.org

Mail: Kaiser Permanente Provider Experience

2101 East Jefferson St., 2 East

Rockville, MD 20852



## Sample Provider Data Update Form Letter

#### **Company Letterhead Logo**

<<Date>>

Requestor:

Requestor's Correspondence Address:

Requestor's Phone #:

Requestor's Email:

Tax ID#:

Effective date of change(s):

Reason for the request:

#### \*PLEASE DELETE SECTIONS NOT NEEDED

#### Address change (Specify if practice location or billing address is changing)

- Specify if adding or deleting address
- Include old and new demographic information when sending request (Street Address, City, State, Zip, Phone, Fax, Tax ID and NPI)
- Billing/Payment Address/Tax ID/NPI
- Management Correspondence Address (include Phone & Fax Number

#### **Practice location addition**

- Include new demographic information when sending request (Street Address, City, State, Zip, Phone, Fax, Tax ID and NPI of Location)
- Billing/Payment Address/Tax ID/NPI

#### Adding a provider to or deleting a provider from an existing group

- Specify if adding or deleting provider
- Include the information listed below if adding or deleting a provider:
  - First Name, Middle Initial, and Last Name
  - Gender
  - Title (MD, CRP, CRNP, PA etc.)
  - Date of Birth
  - NPI #
  - CAQH #
  - UPIN or SSN
  - Medicare #
  - Medicaid Participation State(s)
  - Medicaid #
  - Practicing Specialty
  - Practicing Location(s) (include phone & fax numbers)
    - Indicate whether practicing location is hospital based or office based
  - Billing/Payment Address (include W-9)
  - Management Correspondence Address (include phone & fax number)
  - Hospital Privileges
  - Foreign Languages
  - Effective Date
  - Provider Panel Status: Open or Closed
- · A copy of provider licenses in all practicing states is required

#### Changing the Tax Identification Number and/or the name of an existing group

- Include old and new tax ID number and/or group name
- Include effective date of the new tax ID number and/or group name
- Include NPI number
- Include a signed and dated copy of the new W-9
- Billing/Payment Address
- Management Correspondence Address (include phone & fax number)

Kaiser Foundation Health Plan of the Mid-Atlantic States, Inc. Provider Experience 2101 E. Jefferson Street Rockville, MD 20852

