



IDAHO DEPARTMENT OF HEALTH & WELFARE

Dear Idaho Medicaid Provider:

Welcome to the *Idaho Medicaid Provider Handbook*. This handbook contains important information on the Idaho Medicaid Program.

What is Medicaid?

Title XIX of the Social Security Act is a program that provides medical assistance for individuals and families meeting specific eligibility requirements. The program, known as Medicaid, became law in 1965 as a jointly funded cooperative venture between the Federal and State governments to assist states in the provision of adequate medical care to eligible persons.

Nationally, Medicaid covers approximately 36 million individuals including children, the aged, blind, and/or disabled, and people who are eligible to receive federally assisted income maintenance payments.

Additional information about the Idaho Medicaid Program is available on the Internet at:

www.healthandwelfare.idaho.gov

Additional information about the Federal Centers for Medicare & Medicaid Services (CMS) is available on the Internet at: **www.cms.gov**

How is the Medicaid Program administered in Idaho?

The Division of Medicaid within the Department of Health and Welfare (DHW) administers the Medicaid Program for the State of Idaho. Within broad national guidelines, the Division:

- Establishes eligibility standards.
- Determines the type, amount, duration, and scope of services.
- Sets the rate of payment for services.

EDS is the fiscal agent for the Idaho Medicaid Program. As the fiscal agent, EDS is responsible for:

- Provider enrollment.
- Claims processing.
- Provider support for claims submission, both hardcopy and electronic.

EDS also supports DHW through provider education, the provider newsletter (*MedicAide*), and the production of this provider handbook.

How is this handbook organized?

This handbook begins with a roster of addresses and phone numbers for important contacts. This is followed by title pages for information releases and the Medicaid newsletter. It is suggested that you save all information releases and newsletters with your handbook for easy reference and that you note the section in the handbook that is updated. Please use these updates to keep your handbook current. Twice a year, the handbooks are revised and posted to the Internet at:

<http://healthandwelfare.idaho.gov/Providers/MedicaidProviders/tabid/214/Default.aspx>

The handbook itself is divided into five sections plus four appendices.

Section 1 presents the basic information all providers need to serve Idaho Medicaid participants. General provider information is listed under the following subsections:

Section 1.1: Provider Participation

Section 1.2: Services for Providers

Section 1.3: Participant Eligibility

Section 1.4: Benefit Plan Coverage

Section 1.5: Healthy Connections (HC)

Section 1.6: Child Wellness Exams

Section 2 presents the basic information all providers need to submit claims. General billing information is listed under the following subsections:

Section 2.1: Introduction (to general billing)

Section 2.2: Claims Submission

Section 2.3: Prior Authorization (PA)

Section 2.4: Third Party Recovery (TPR)

Section 2.5: Crossover Claims

Section 2.6: Adjustments

Section 3 contains specific information for each of the different provider types.

Section 4 presents information on Remittance Advice (RA) forms based upon your provider type.

Section 5 is a glossary of terms and acronyms used in this handbook.

Appendix A (Healthy Connections (HC) Providers) contains detailed information on HC for providers enrolled in the program.

Appendix B (Taxonomy)

Appendix C (Medicaid Automated Voice Information Service (MAVIS)) contains information on how to use MAVIS to obtain current information on participant status and claims.

Appendix D (Forms) contains a list of forms available from EDS at no charge to the provider. There are also samples of forms you can use to make as many copies as you need, whenever you need them.

Your participation as a Medicaid provider helps to assure quality health care for all Idaho residents. Thank you for your support of the Idaho Medicaid Program.

Leslie Clement

Administrator
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