



Electronic Management of Records

(ELMR)

Riverside County Department of Mental Health

Electronic Management of Records (ELMR)

ProviderConnect Updates

ProviderConnect v2.197

June 23, 2015

The *ProviderConnect* upgrade from v2.189 to v2.197 introduces the following changes:

1. Claim column:

- The *Treatment History* screen now displays a “**Claim**” column. The claim id number and date of claim is shown in this field.

ProviderConnect - Treatment History
TEST PROVIDER 6/23/2015 3:43:19 PM [Lookup Client](#) | [Main Menu](#) | [Log Out](#)

Client Name:	GENERIC, CLIENT
Member ID:	777
SSN:	

Click on blue claim number to view claim.

Add Professional Claim

This page defaults to treatments with services starting the current fiscal year: 2014-2015 [view](#)

Treatment History										
Claim	Agency	Tx Date <small>click to view details</small>	Status	Therapist	CPTCode	Units	Duration	Billing		
								Bill Date	Status	Expected Disbursement
ProviderConnect Claim ID: 2005614 - Professional Date of Claim: 6/17/2015	TEST PROVIDER	8/20/2014	Complete	TEST.DOC	603A	4	240	6/17/2015	Not Reviewed	\$0.00
		Auth #: 218586 CP Program: 33FY01 Test Program PEI		Bill Enum: 6172015142348219						
	TEST PROVIDER	8/13/2014	Complete	TEST.DOC	603A	4	240	6/17/2015	Not Reviewed	\$0.00
		Auth #: 218586 CP Program: 33FY01 Test Program PEI		Bill Enum: 6172015142348219						
	TEST PROVIDER	8/6/2014	Complete	TEST.DOC	603A	4	240	6/17/2015	Not Reviewed	\$0.00
		Auth #: 218586 CP Program: 33FY01 Test Program PEI		Bill Enum: 6172015142348219						
	TEST PROVIDER	8/2/2014	Complete	TEST.DOC	603A	4	240	6/17/2015	Not Reviewed	\$0.00
		Auth #: 218586 CP Program: 33FY01 Test Program PEI		Bill Enum: 6172015142348219						
ProviderConnect Claim ID: 2005613 - Professional Date of Claim: 6/17/2015	TEST PROVIDER	8/20/2014	Complete	TEST.DOC	602A	4	240	6/17/2015	Not Reviewed	\$0.00
		Auth #: 218586 CP Program: 33FY01 Test Program PEI		Bill Enum: 6172015142348219						
	TEST PROVIDER	8/16/2014	Complete	TEST.DOC	602A	4	240	6/17/2015	Not Reviewed	\$0.00
		Auth #: 218586 CP Program: 33FY01 Test Program PEI		Bill Enum: 6172015142348219						
	TEST PROVIDER	8/12/2014	Complete	TEST.DOC	602A	4	240	6/17/2015	Not Reviewed	\$0.00
		Auth #: 218586 CP Program: 33FY01 Test Program PEI		Bill Enum: 6172015142348219						

- When the claim id link is chosen, the provider is taken to the “View Claim” screen. This screen allows a provider to edit/delete claim and add coordination of benefits (COB). **Please ignore these functions**
- The provider also has the ability to add a professional service from this page.

ProviderConnect - View Claim

Client Name:	TESTDATA, TEST
Member ID:	950645162
SSN:	000-00-0000

Add Professional Service

Professional Claim Details									
Claim ID	2271437	Date of Claim	10/4/2012	Bill Enum	Funding Source	MENTAL HEALTH (1)	Total Charge	\$62.00	
Diagnosis									
Principal Diagnosis	Diagnosis 2	Diagnosis 3	Diagnosis 4	Diagnosis 5	Diagnosis 6				
Diagnosis 7	Diagnosis 8	Diagnosis 9	Diagnosis 10	Diagnosis 11	Diagnosis 12				
Comments									
Claim Level Comments:									
Add COB									
Coordination of Benefits									
No Claim-level Coordination of Benefits									

Edit Claim

Delete Claim

Services

No Services

Return to Treatment History

[About ProviderConnect v2.197](#)

2. Add Professional Claim button

In the *Treatment History* screen, the **Add New Treatment Service** now reads ‘**Add Professional Claim**’

- To begin to enter treatment services: Click – Add Professional Claim

Member ID: 950645162

Client Name: TESTDATA, TEST
Member ID: 950645162
SSN: 000-00-0000

TEST PROVIDER 6/22/2015 6:17:09 PM

2014-2015 view

Claim	Agency	Tx Date <small>click to view details</small>	Status	Therapist	CPTCode	Units	Duration	Billing			
								Bill Date	Status	Expected Disbursement	
ProviderConnect Claim ID: 2271437 - Professional Date of Claim: 10/4/2012	TEST PROVIDER										
ProviderConnect Claim ID: 2532337 - Professional Date of Claim: 10/28/2014	TEST PROVIDER	7/1/2014	Complete	TEST_DOC	90847	10	10	10/28/2014	Not Reviewed		\$0.00
Auth #: 17513 CP Program: CARES FFS MD (INACTIVE) Bill Enum: 10282014164923219											
ProviderConnect Claim ID: 2605618 - Professional Date of Claim: N/A	TEST PROVIDER										
ProviderConnect Claim ID: 2605617 - Professional Date of Claim: N/A	TEST PROVIDER										
ProviderConnect Claim ID: 2605616 - Professional Date of Claim: N/A	TEST PROVIDER										
ProviderConnect Claim ID: 2261663 - Professional Date of Claim: N/A	TEST PROVIDER	6/19/2015 <small>Edit / Delete</small>		TEST_DOC	CltSup	30	30		Not Reviewed		\$0.00

3. Funding Source

In the *Add/Edit Claim* screen.

- When entering a claim, providers will now have to choose a Funding Source before they can add a claim. **MH Providers will need to select ‘Mental Health (1)’**, and **SU Providers will need to select ‘Substance Abuse (2)’**
- **Skip the Diagnosis fields** and click on **Add Claim**

Member ID: 950645162

Client Name: TESTDATA, TEST
Member ID: 950645162
SSN: 000-00-0000

TEST PROVIDER 6/22/2015 6:22:06 PM

Providers must choose a Funding Source.

Please Choose One

Professional Claim Details											
Funding Source	Diagnosis										
	Principal Diagnosis								Diagnosis 2		
	Diagnosis 3								Diagnosis 4		
	Diagnosis 5								Diagnosis 6		
	Diagnosis 7								Diagnosis 8		
	Diagnosis 9								Diagnosis 10		
	Diagnosis 11								Diagnosis 12		
Claim Level Comments											

Add Claim

This will take you to the View Claim screen:

- At the moment, Riverside is not using the functionality on this screen (**Please skip these fields**).
- **Bypass this screen** by choosing “Add Professional Service”.

Member ID: 950645162

Client Name: TESTDATA, TEST
Member ID: 950645162
SSN: 000-00-0000

TEST PROVIDER 6/22/2015 5:11:31 PM

Bypass this page by choosing Add Professional Service.

Claim ID	Date of Claim	Bill Enum	Funding Source	Total Charge	N/A
2005617			MENTAL HEALTH (1)		

Diagnosis 1: Principal Diagnosis
Diagnosis 2: Diagnosis 2
Diagnosis 3: Diagnosis 3
Diagnosis 4: Diagnosis 4
Diagnosis 5: Diagnosis 5
Diagnosis 6: Diagnosis 6
Diagnosis 7: Diagnosis 7
Diagnosis 8: Diagnosis 8
Diagnosis 9: Diagnosis 9
Diagnosis 10: Diagnosis 10
Diagnosis 11: Diagnosis 11
Diagnosis 12: Diagnosis 12

Buttons: Add Professional Service, Add COB, Edit Claim, Delete Claim, Services, Return to Treatment History

There are no changes in the Add Treatment Set Up screen- Proceed as usual.

4. Diagnosis Details

In the *Add Treatment- Details* screen.

- When adding treatment details (duration, location, etc) to a claim, **SKIP** the “Diagnosis Details” section.
- And click on “Add Treatment(s)”.

Member ID: 950645162

Client Name: TESTDATA, TEST
Member ID: 950645162
SSN: 000-00-0000

TEST PROVIDER 6/23/2015 12:22:00 PM

Bypass this section

Treatment Details:
Funding Source: MENTAL HEALTH
CPT Code: 90801 - Assessment Individual-INACTIVE
Num of Days: 1
Units/Day: 30
Total Units: 30
Cost/Unit: \$0.00
Cost/Day: \$0.00
Total Cost: \$0.00
Treatment Dates: 06/26/2012

Diagnosis Details:
Primary Diagnosis: Please Choose One
Second Diagnosis: Please Choose One
Third Diagnosis: Please Choose One
Fourth Diagnosis: Please Choose One

Additional Information:
Duration (minutes per service): 30
Location: Please Choose One
Number in Group: N/A
Evidence-based Practices / Service Strategies (CST) (Select Up To Three):
01 - Assertive Community Treatment
02 - Supportive Employment
03 - Supportive Housing
04 - Family Psychoeducation
Click to choose multiple items (currently selected)

Buttons: Add Additional Payer Records, Add Treatment(s), << Get New Treatment Data

This concludes the changes that are introduced in the ProviderConnect v.2.197.

Any questions about billing procedures in Provider Connect contact the Administrative Analyst assigned to your contract.