



# NETWORK *Notification*

**Notice Date:** November 6, 2020  
**To:** Indiana Medicaid Providers  
**From:** CareSource  
**Subject:** Quarter 2 Provider Portal Updates

## Summary

Your partnership is important to us, and we strive to ensure you are aware of the latest updates to our tools and resources. This network notification highlights recent Provider Portal updates.

## Provider Portal Updates

<b>Streamlined Claims Tasks</b>	Providers can now complete multiple tasks while viewing the details of a claim. After locating the appropriate claim, click the <b>View Details</b> link. You can now: <ul style="list-style-type: none"><li>• Submit a dispute or check dispute status</li><li>• Submit an appeal or check appeal status</li><li>• Submit a recovery request</li><li>• View attachments that you have submitted for the claim on the <b>Related Documents</b> tab</li></ul>
<b>Claim Recovery Dollars Viewable at the Claim Level</b>	Recovery dollar amounts that are associated with a claim are now available, when applicable, while viewing the details of a claim.
<b>Provider Documents</b>	<p>Several enhancements have been made to the <b>Provider Documents</b> page, including new documents now available. Enhancements include:</p> <p><b>New Documents Available</b></p> <p>Several new documents are now available. The new documents display, when applicable, and are filterable using the document name and date range filters at the top of the page.</p> <ul style="list-style-type: none"><li>• Additional Dispute/Appeal letters, as well as Utilization Management (UM) and Case Management (CM) letters, for some plans are available, when applicable, on the <b>Provider Documents</b> page.</li></ul> <p>Additional letters for disputes and appeals for:</p> <ul style="list-style-type: none"><li>○ All Marketplace plans</li></ul> <p><b>NOTE:</b> The Appeal or Dispute ID displays at the end of the Document Name. The ID can be used to check status of a dispute or an appeal on the Portal.</p> <ul style="list-style-type: none"><li>○ Letters for Utilization Management and Case Management are available, when applicable for:<ul style="list-style-type: none"><li>▪ IN Medicaid</li></ul></li></ul> <p><b>NOTE:</b> The Appeal or Dispute ID displays at the end of the Document Name. The ID can be used to check status of a dispute or an appeal on the Portal.</p>

	<p>Letters for Utilization Management and Case Management are available, when applicable.</p> <ul style="list-style-type: none"> <li>Recovery Notification Letters are available on the <b>Provider Documents</b> page. Recovery Notification Letters that were generated after July 29<sup>th</sup>, are also available on the <b>Related Documents</b> tab of the <b>Claim Detail</b> view for the claim associated with the specific recovery.</li> <li>Coordination of Benefits (COB) related Recovery Notification letters are also now available on the <b>Provider Documents</b> page.</li> </ul> <p>Provider Billing Balance Letters, are now available for the following plans:</p> <ul style="list-style-type: none"> <li>IN Medicaid relating to a grievance</li> </ul> <p>Coordination of Benefits (COB) related Recovery Notification letters are also now available on the <b>Provider Documents</b> page.</p> <p><b>Filtering</b></p> <ul style="list-style-type: none"> <li>The filter list that is available on the Provider Documents page has been updated to only show relevant documents that pertain to the logged in Provider. Additionally, a new option has been added to the to allow you to search applicable letters by Claim ID, Appeal ID, or Dispute ID in the Claim/Appeal/Dispute ID field shown below. Once the search criteria is entered, documents displayed will be associated to the specific claim, appeal, or dispute.</li> </ul>
<b>Dispute and Appeals</b>	<p>A new message will display when an appeal or dispute is submitted, listed below. Please ensure to take note of the Appeal or Dispute ID given to be able to check the status.</p> <ul style="list-style-type: none"> <li>Appeals – “Retain the following Appeal ID in order to Check Status”.</li> <li>Disputes – “Retain the following Dispute ID in order to Check Status”.</li> </ul> <p>Appeal and dispute letters are now available when searching for the status. Once an appeal or dispute is searched from the <b>Claims</b> navigation, you will be able to click <b>View</b> under the <u>Documents</u> column. A pop-up will display for all available letters. From there the, click <b>View</b> for the specific letter to see the letter.</p>
<b>Provider Maintenance</b>	<ul style="list-style-type: none"> <li>An update has been made to the Provider Maintenance page to include your practice address if you practice at multiple locations. This will assist in selecting your correct Provider ID to choose which account to submit maintenance to.</li> <li>The <b>Provider Add</b> page will now include verbiage in the <b>Product Type</b> section to advise to “Select all that apply”. You are able to select more than one if applicable. In addition, the form has also been updated to add the <u>Social Security Number</u> and <u>Date of Birth</u> fields for the provider being added. Both of these fields are required to be completed.</li> </ul>
<b>New Online Claim Submission Form</b>	<p>A new online claims submission form is now available when accessing <b>Claims &gt; Online Claim Submission</b>. In addition to manually completing an online claim plus attachments, providers can also upload a claim with attachments, and locate a previously submitted online claim in order to resubmit the claim with corrections.</p> <ul style="list-style-type: none"> <li>This new form was made available July 1, 2020</li> </ul>
<b>Altruista – Guiding Care Additional Plans</b>	<p>Additional plans are now transitioned to CareSource’s new care management tool for member assessments and care treatment plans. A <a href="#">Quick Start Guide</a> is available for more information about this tool.</p>

	<p>You can now manage members in the following plans using this new Member Care Management tool:</p> <ul style="list-style-type: none"> <li>• IN MedicaidIN Medicaid</li> </ul>
<b>Outpatient Durable Medical Equipment (DME) Prior Authorizations</b>	A new dollar amount field is available, but not required, for outpatient DME prior authorizations. This allows CareSource to understand the cost associated with the DME items.
<b>Newborn Notifications</b>	<p>Updates have been made to the Newborn Notification submission <b>Apgar</b> field. If the <b>Disposition</b> of <u>Live Birth</u> is chosen, the <b>Apgar</b> field will be available however, 0 cannot be chosen. If the <b>Disposition</b> chosen is <u>Fetal Demise</u>, the <b>Apgar</b> field will list 0 as an option. Additionally, an update has been made for clarification to the newborn's name. If the newborn has not been assigned a legal name, please leave the First and Last Name fields blank.</p>
<b>New Place of Service Emergency &amp; Psychiatric Codes</b>	<p>When submitting an inpatient stay prior authorization for Emergency or Psychiatric types on the Prior Authorization page, a new place of service option will be available:</p> <p><b>51 – Inpatient Psychiatric Facility</b></p>

You can access the CareSource Provider Portal at **CareSource.com** > Login > [Provider Portal](#). Simply enter your username and password (if already a registered user) or submit your information to become a registered user.

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