

Good Samaritan Health & Wellness Center
Policies and Procedures

Subject: AR Coding

Policy #: 3.22.4

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Revision #: 1

Approved by:

Effective Date: 7/21/2016

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3.22.4 AR Coding

Policy: It is the policy of GSHWC that coding sets used are as follows:

- **CPT** (Current Procedural Terminology)
- **HCPCS** (CMS's Health Care Procedural Coding System)
- **ICD-9-CM** (International Classification of Disease, 9th revision) or **ICD-10-CM** Clinical Manifestation coding guidelines
- Medicare, Medicaid, and contracted carrier-specific guidelines and regulations

Procedures:

1. Current resource material will be purchased annually for all GSHWC providers and billing staff.
2. New codes and modifiers will be entered into the eClinicalWorks EHR/Practice Management system (eCW) annually and as needed during the year.
3. There will be an internal semiannual audit to review over-or-under coding.
4. There will be an external annual audit by a Certified Professional Medical Auditor (CPMA) for over-or-under coding. CPMA will provide training for any deficient areas identified in the audit.
5. GSHWC will offer additional opportunities for providers, billing and front desk staff to

regularly receive training on coding requirements and procedures as necessary.