



To: All WRS Users
From: WRS Development Team
Date: 08/05/2011
Re: System Update to Waiting Room Solutions

The WRS Development Team will be performing a software update to the Waiting Room Solutions System on or about August 5, 2011. This release will include the following:

Entry of CPT Modifiers and “J” Code Units Directly in EMR Note

Functionality has been added to allow the direct entry of Modifier Codes and “J” Code Units on Orders & Procedures page of all EMR notes.

Entering a CPT Modifier

Once a CPT has been added to the note, a Modifier can be added under the Modifier “M” Column. Note that modifiers can only be added to CPT codes that are entered as Procedures or Service Coding. CPT codes entered as Orders will not have the option to add a Modifier. All modifiers entered should be a 2 digit, alphanumeric values. Note that you must click on the Modifier Description in order for the Modifier to save to the note.

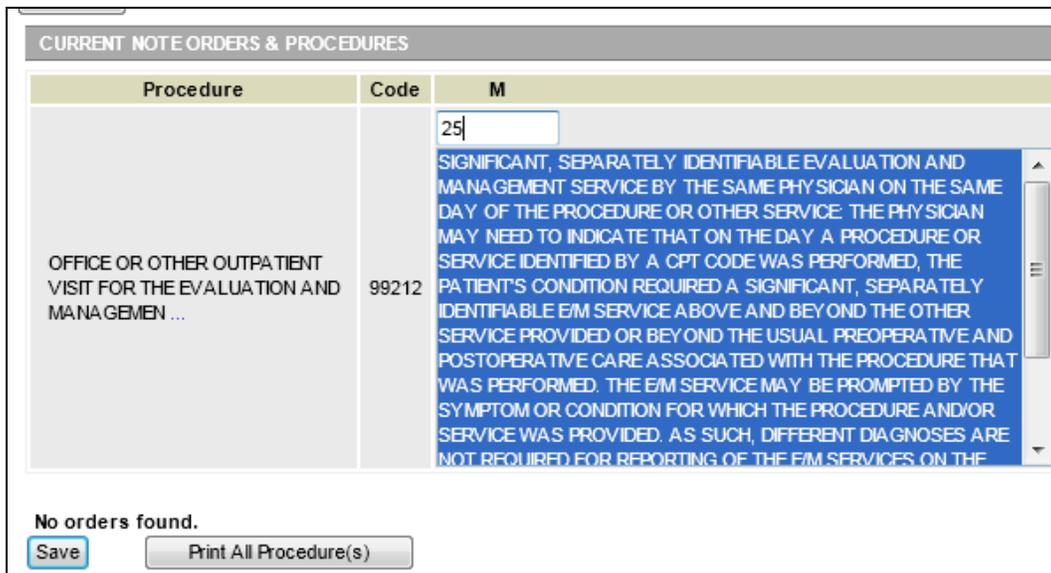


Figure 1: EMR>Orders & Procedures>Current Note Orders & Procedures>Modifier(M)>Add Modifier>Modifier Description

CURRENT NOTE ORDERS & PROCEDURES					
Procedure	Code	M	Comments	Diagnosis	Ordered on
OFFICE OR OTHER OUTPATIENT VISIT FOR THE EVALUATION AND MANAGEMEN ...	99212	25		Type ICD Code / Problem to search	08/05/2011

Figure 2: EMR>Orders & Procedures>Current Note Orders & Procedures>Modifier(M)>Modifier Added

The user can search for a Modifier by entering a question mark (?) in the Modifier box. This will allow the user to look-up and search for a needed Modifier.

Modifier Lookup Results	
Modifier	Description
25	SIGNIFICANT, SEPARATELY IDENTIFIABLE EVALUATION AND MANAGEMENT SERVICE BY THE SAME PHYSICIAN ON THE SAME DAY OF THE PROCEDURE OR OTHER SERVICE. THE PHYSICIAN MAY NEED TO INDICATE THAT ON THE DAY A PROCEDURE OR SERVICE IDENTIFIED BY A CPT CODE WAS PERFORMED, THE PATIENT'S CONDITION REQUIRED A SIGNIFICANT, SEPARATELY IDENTIFIABLE E/M SERVICE ABOVE AND BEYOND THE OTHER SERVICE PROVIDED OR BEYOND THE USUAL PREOPERATIVE AND POSTOPERATIVE CARE ASSOCIATED WITH THE PROCEDURE THAT WAS PERFORMED. THE E/M SERVICE MAY BE PROMPTED BY THE SYMPTOM OR CONDITION FOR WHICH THE PROCEDURE AND/OR SERVICE WAS PROVIDED. AS SUCH, DIFFERENT DIAGNOSES ARE NOT REQUIRED FOR REPORTING OF THE E/M SERVICES ON THE SAME DATE. THIS CIRCUMSTANCE MAY BE REPORTED BY ADDING THE MODIFIER '25' TO THE APPROPRIATE LEVEL OF E/M SERVICE. NOTE: THIS MODIFIER IS NOT USED TO REPORT AN E/M SERVICE THAT RESULTED IN A DECISION TO PERFORM SURGERY. SEE MODIFIER '57.'

Search Again

Figure 3: EMR Note>Orders & Procedures>Modifier>Modifier Look Up (?)

Entering "J" Code Units

Once a "J" Code has added to the note, a corresponding value for Units can be added under the "M" Column. Note that a value for Units can only be added to CPT Code that is classified as a "J" Code. "J" Codes must be entered as a Procedure in the note.

CURRENT NOTE ORDERS & PROCEDURES					
Procedure	Code	M	Comments	Diagnosis	Ordered on
OFFICE OR OTHER OUTPATIENT VISIT FOR THE EVALUATION AND MANAGEMEN ...	99212	25		Type ICD Code / Problem to search	08/05/2011
INJECTION, LORAZEPAM, 2 MG	J2060	2		Type ICD Code / Problem to search	08/05/2011

Figure 4: EMR>Orders & Procedures>Current Note Orders & Procedures>Modifier(M)>Add Units

If Modifiers and/or Units have been added to the EMR Note, these values will carry over with the related CPT Codes to the CMS 1500 Claim.

24. A. DATE(S) OF SERVICE		B. PLACE OF SERVICE	C. EMG	D. PROCEDURES, SERVICES, OR SUPPLIES (Explain Unusual Circumstances)		E. DIAGNOSIS POINTER	F. \$ CHARGES	G. DAYS OR UNITS	
From	To	MM DD YY	MM DD YY	CPT/HCPCS	MODIFIER				
08	05	2011	08 05 2011	11	99212	25	12	100.00	1
				ML					
08	05	2011	08 05 2011	11	J2060		12	50.00	2

Figure 5: Billing>Create Claim>CMS 1500>Box 24D

Setting Modifier Defaults

Users can setup lists of Practice Default Modifiers under **Administration>Billing Setup>Modifier Defaults**. This list will populate the default dropdown for Modifier selection of the **Orders & Procedures> Modifier (M)** box.

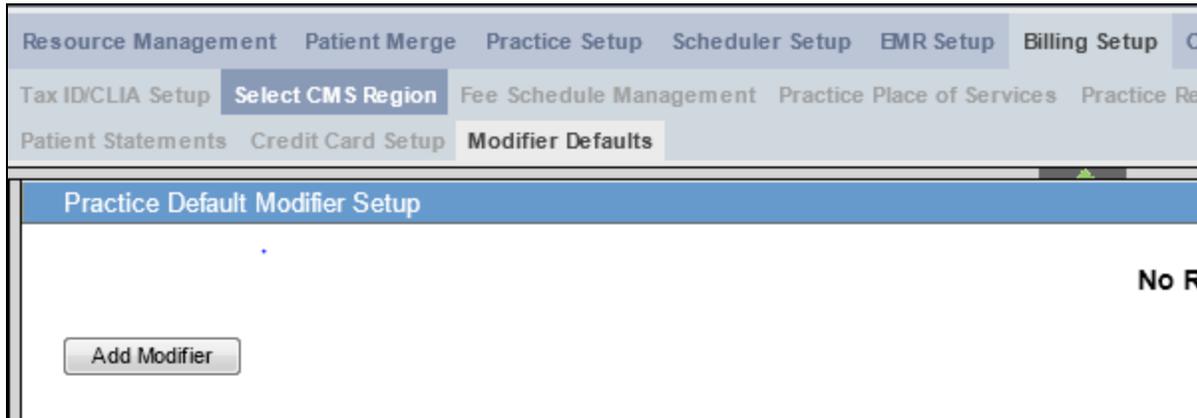


Figure 6: Administration>Billing Setup>Modifier Defaults

To add a Modifier to the Practice Default Modifier List, select **Add Modifier** from the Modifier Default Page.

The screenshot shows the 'Modifier Details' form. It has a blue header 'Modifier Details'. Below the header are four rows of input fields: 'Modifier' with the value '25' and a 'Use ? for search' link; 'Modifier Description' with the text 'SIGNIFICANT, SEPARATELY IDENTIFIABLE EVALUATION AND MANAGEMENT SERVICE BY THE SAME PHYSI'; 'Multiplier' with the value '100'; and 'Display Alert' with a checked checkbox. At the bottom are 'Save' and 'Cancel' buttons.

Figure 7: Administration>Billing Setup>Modifier Defaults>Modifier Details

Entering a “?” will give the user the ability to search and lookup a Modifier when adding to the Modifier List.

The screenshot shows the 'Modifier Lookup Results' table. It has a blue header 'Modifier Lookup Results'. The table has two columns: 'Modifier' and 'Description'. The first row has the value '25' in the 'Modifier' column and a long description in the 'Description' column. Below the table is a 'Search Again' button.

Modifier	Description
25	SIGNIFICANT, SEPARATELY IDENTIFIABLE EVALUATION AND MANAGEMENT SERVICE BY THE SAME PHYSICIAN ON THE SAME DAY OF THE PROCEDURE OR OTHER SERVICE. THE PHYSICIAN MAY NEED TO INDICATE THAT ON THE DAY A PROCEDURE OR SERVICE IDENTIFIED BY A CPT CODE WAS PERFORMED, THE PATIENT'S CONDITION REQUIRED A SIGNIFICANT, SEPARATELY IDENTIFIABLE E/M SERVICE ABOVE AND BEYOND THE OTHER SERVICE PROVIDED OR BEYOND THE USUAL PREOPERATIVE AND POSTOPERATIVE CARE ASSOCIATED WITH THE PROCEDURE THAT WAS PERFORMED. THE E/M SERVICE MAY BE PROMPTED BY THE SYMPTOM OR CONDITION FOR WHICH THE PROCEDURE AND/OR SERVICE WAS PROVIDED. AS SUCH, DIFFERENT DIAGNOSES ARE NOT REQUIRED FOR REPORTING OF THE E/M SERVICES ON THE SAME DATE. THIS CIRCUMSTANCE MAY BE REPORTED BY ADDING THE MODIFIER '25' TO THE APPROPRIATE LEVEL OF E/M SERVICE. NOTE: THIS MODIFIER IS NOT USED TO REPORT AN E/M SERVICE THAT RESULTED IN A DECISION TO PERFORM SURGERY. SEE MODIFIER '57.'

Figure 8: Administration>Billing Setup>Modifier Defaults>Add Modifier>Modifier Look Up (?)

Modifier Multiplier

Default Practice Modifiers can be set to automatically multiply the practice fee schedule by a set percentage. If a Multiplier is entered, the related CPT fee will be multiplied by that amount on the CMS 1500. The default Multiplier Value is 100% of the fee schedule.

Practice Default Modifier Setup

No Records Found

Add Modifier

Modifier Details

Modifier: 25 Use ? for search

Modifier Description: SIGNIFICANT, SEPARATELY IDENTIFIABLE EVALUATION AND MANAGEMENT SERVICE BY THE SAME PHYSI

Multiplier: 150

Display Alert:

Save Cancel

Figure 9: Administration>Billing Setup>Modifier Defaults>Add Modifier>Multiplier

Display Alert

If Display Alert is selected, a warning will be shown if a Modifier is missing when “Verify and Submit Electronically” or “Verify and Drop to Paper” are selected. If Display Alert is unchecked, then an alert will not be shown.

MM	DD	YY	MM	DD	YY	SERVICE	EMG	CPT/HCPCS	MODIFIER	POINTS	\$ CHARGES	UNITS	Rev	QUAL	PROVIDER ID, #		
08	05	2011	08	05	2011	11		99212		12	100.00	1		NPI			
08	05	2011	08	05	2011	11		ML 2 J2060		12	50.00	2		NPI			
														NPI			
														NPI			
														NPI			
														NPI			
25. FEDERAL TAX I.D. NUMBER 123456789		26. PATIENT'S ACCOUNT NO.			27. ACCEPT ASSIGNMENT? <small>For gov. claims, see back</small> <input checked="" type="checkbox"/> YES <input type="checkbox"/> NO		28. TOTAL CHARGE 150.00		29. AMOUNT PAID \$ 0		30. BALANCE DUE \$ 150.00		33. BILLING PROVIDER INFO & PH # 845 294 8749				
31. SIGNATURE OF PHYSICIAN OR SUPPLIER INCLUDING DEGREES OR CREDENTIALS <small>(I certify that the statements on the reverse apply to this bill and are made a part thereof.)</small>				32. SERVICE FACILITY LOCATION INFORMATION GOSHEN 1 HARRIMAN DRIVE GOSHEN NY 10924								33. BILLING PROVIDER INFO & PH # GOSHEN 1 HARRIMAN DRIVE GOSHEN NY 10924					
Supervising Provider: BARBALICH, RNC F				Rendering Provider: BARBALICH, RNC F				a. NPI		b.		a. 1234567890		12121212			

NUCC Instruction Manual available at: www.nucc.org APPROVED OMB-0938-0999 FORM CMS-1500 (08-05)

PHYSICIAN OR SUPPLIER INFORMATION

WARNINGS
Consider adding the modifier 25

Re-verify and Submit Electronically
Re-verify and Drop To Paper

Figure 10: Billing>Create Claims>Modifier Alert/Warning

A Modifier Alert Message will then be displayed, as applicable, based on the data entered on the CMS 1500. Alerts will appear in the Warning Box on the bottom CMS 1500 page. Currently, Modifier Alerts are only displayed for Modifier 25.

Upload of Documents to Referral and Authorization Tabs

The ability to upload documents directly to Manage Patients> Authorizations and Manage Patients>Referrals (Incoming and Outgoing) has been added.

Add Authorization Number

Insurance Company : BLUE CROSS-CA: BLUE CROSS (PPO) ▼

Authorization Number Valid From : 8/5/2011

Authorization Number Valid Until : 8/31/2011

Procedure : 32240

Authorization Number : 12345

Comments : Test

Upload Document : C:\Users\nalexander\Documents\WRS\Samples\sample auth ref.p

Figure 11: Manage Patients>Authorization>Add Authorization>Upload Document

Click on **Manage Patients>Authorizations>Valid Authorization>Edit** to **View** the uploaded document:

Authorization Numbers for BOBBY TEST

VALID AUTHORIZATION NUMBERS

Edit	Insurance Name	Date Valid From	Date Valid Until	Procedure	Authorization Number	Comments
Edit	BLUE CROSS-CA: BLUE CROSS PRUDENT BUYER PLAN SMALL GROUP	08/05/11	08/31/11	32219	123456	

Edit Authorization Number

Insurance Company : BLUE CROSS-CA: BLUE CROSS PRUDENT BUYER PLAN SMALL GROUP ▼

Authorization Number Valid From : 8/5/2011

Authorization Number Valid Until : 8/31/2011

Procedure : 32219

Authorization Number : 123456

Comments : test

Uploaded Document : [View Document](#) [Delete Document](#)

Figure 12: Manage Patients>Authorization>Valid Authorization>Edit> View Document

Add Incoming Referral

Referring Physician: GORDON, LAWRENCE NPI: 1811970692 UPIN: F93919 [\[change\]](#)
 Phone: 845-294-0661 Fax: 845-818-9646
 Address: 30 Matthews Street City: Goshen State: NY Zip: 10924

Practice Provider: Doctor Test

Referral Valid From: 8/5/2011 Referral Valid Until: 8/31/2011

Visits Allowed: 2 Referral Number:

Referral Reason: test

Comments: test comment

Upload Document: C:\Users\nalexander\Documents\WRS\Samples\sample auth ref.p [Browse...](#)

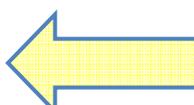


Figure 13: Manage Patients>Referral>Add Incoming Referral> Upload Document

Click on **Manage Patients>Referrals>Valid Incoming (or Outgoing) Referral>Edit to View** the uploaded document:

Edit Incoming Referral

Referring Physician: Gordon, Lawrence NPI: 1811970692 UPIN: F93919 [\[change\]](#)
 Phone: 845-294-0661 Fax: 845-818-9646
 Address: 30 Matthews Street City: Goshen State: NY Zip: 10924

Practice Provider: Doctor Test

Referral Valid From: 8/5/2011 Referral Valid Until: 8/31/2011

Visits Allowed: 3 Referral Number: 123456

Referral Reason: test reason

Entered by: NoraAlexander on 08/05/2011 19:21:53

Comments: [\[Add Comments\]](#)
 Comment Entered By Nora Alexander on Aug 05 2011 @ 07:21 pm
 test comment

Uploaded Document: [View Document](#) [Delete Document](#)

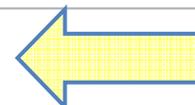


Figure 14: Manage Patients>Referral>Add Incoming Referral> Upload Document