

Affected Programs: BadgerCare Plus Standard Plan, BadgerCare Plus Benchmark Plan, Medicaid, SeniorCare
To: Advanced Practice Nurse Prescribers with Psychiatric Specialty, Federally Qualified Health Centers, HealthCheck “Other Services” Providers, Intensive In-Home Mental Health and Substance Abuse Treatment Services for Children Providers, Master’s-Level Psychotherapists, Outpatient Mental Health Clinics, Psychiatrists, Psychologists, HMOs and Other Managed Care Programs

Policy Changes for Services Rendered by Qualified Treatment Trainees

This *ForwardHealth Update* announces policy changes for services that are rendered by the two types of qualified treatment trainees (QTTs) defined in DHS 35.03(17m), Wis. Admin. Code, and that are billed by a Medicaid-enrolled outpatient mental health clinic.

Effective for dates of service on and after November 1, 2012:

- Services rendered by QTTs who are graduate students doing their practicum will require the new service modifier U7.
- Services rendered by QTTs with a graduate degree working on their supervised practice requirements for full clinical licensure will be reimbursed by Wisconsin Medicaid. (These services were not previously reimbursed.) The professional billing modifier U6 will be required on claims.

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Member Eligibility

The information in this *Update* applies to services provided through an outpatient mental health clinic to eligible members under the following benefits:

- Intensive In-Home Mental Health and Substance Abuse Treatment Services for Children, a HealthCheck “Other Service.”
- Outpatient Mental Health.
- Outpatient Mental Health and Substance Abuse Services in the Home or Community for Adults.
- Screening, Brief Intervention, and Referral to Treatment (SBIRT).

Qualified treatment trainees are required to follow all policy and procedures for the benefit under which they are providing services. For the most complete and up-to-date information regarding Medicaid enrollment, covered services, prior authorization (PA), claims submission, member information, and other policy and procedures, providers should access the Online Handbook for the

applicable benefit area. The Online Handbook is located on the ForwardHealth Portal at www.forwardhealth.wi.gov/.

Policy for Qualified Treatment Trainees

The QTT policy information in this *Update* is divided into two sections:

- Section 1 addresses policy for graduate students doing their practicum.
- Section 2 addresses policy for individuals with a graduate degree working toward full clinical licensure.

Section 1: Policy for Graduate Students Doing Their Practicum

Qualified treatment trainees who are graduate students, as defined in DHS 35.03(17m), Wis. Admin. Code, are QTTs who meet *both* of the following criteria:

- They are graduate students at an accredited institution and enrolled in psychology, counseling, marriage and family therapy, social work, nursing, or a closely related field.
- They are doing a supervised practicum for their graduate degree program in a Medicaid-enrolled outpatient mental health clinic.

Services rendered by graduate students doing their practicum are reimbursable as specified in DHS 107.01(2), Wis. Admin. Code.

Medicaid Enrollment

Qualified treatment trainees who are graduate students may *not* be Medicaid enrolled as QTTs during their practicum.

Supervision and Documentation Requirements

Graduate students doing their practicum are required to follow all supervision requirements detailed in the following sources:

- Requirements outlined in DHS 107.01(2), Wis. Admin. Code.
- Requirements published in the Online Handbook under the benefit for which they are providing services.
- All applicable Wisconsin Department of Safety and Professional Services (DSPS) regulations.

Supervision requirements include, but are not limited to, the following:

- The graduate student is required to provide services under the direct, immediate, on-premises supervision of a Medicaid-enrolled provider.
- The supervisor is required to document in writing all services provided by the graduate student.

Covered Services

Graduate students doing their practicum may render the same services as master's-level psychotherapists (with the appropriate supervision, as noted above), provided that the graduate student's supervisor considers these services appropriate for the student's level of skills and training, and performance of the services by the graduate student is consistent with the clinic's personnel policies and procedures.

Prior Authorization

Services rendered by graduate students doing their practicum are subject to the same PA requirements as those rendered by master's level psychotherapists. Any PA requests for services to be rendered by a graduate student must be submitted by the supervisor (*not* the graduate student).

Note: From November 1, 2012, through January 31, 2013, BadgerCare Plus Standard Plan and BadgerCare Plus Benchmark Plan members formerly enrolled in UnitedHealthcare (UHC) in the Southeast Region are being transitioned to fee-for-service. During this transition period, ForwardHealth will honor PAs that were prior authorized by UHC. For more information about the transition of UHC members, refer to the October 2012 *Update* (2012-56), titled "Changes in UnitedHealthcare Enrollment for Members Enrolled in the BadgerCare Plus Standard Plan and the BadgerCare Plus Benchmark Plan."

Claims Submission

ForwardHealth reimburses Medicaid-enrolled outpatient mental health clinics for the work of graduate students doing their practicum. Effective for DOS on and after

November 1, 2012, a claim submitted for services provided by a graduate student must include *both* of the following:

- The supervisor's National Provider Identifier (NPI) as the rendering provider.
- The *service modifier U7* indicating that a student rendered the services (the service modifier U7 should be included in addition to the supervisor's professional billing modifier).

Supervisors are required to be Medicaid enrolled in order to be reimbursed.

Reimbursement Rate

Claims for services rendered by graduate students doing their practicum are reimbursed at the supervisor's reimbursement rate. Per DHS 107.01(2)(c), Wis. Admin. Code, the student does not bill and is not reimbursed directly for his or her services.

Section 2: Policy for Qualified Treatment Trainees with a Graduate Degree Who Are Working Toward Full Licensure

Effective for DOS on and after November 1, 2012, ForwardHealth will reimburse Medicaid-enrolled outpatient mental health clinics for services rendered by QTTs with a graduate degree who are working toward full clinical licensure.

Qualified treatment trainees with a graduate degree, as defined in DHS 35.03(17m)(b), Wis. Admin. Code, are QTTs who meet *both* of the following criteria:

- They have a graduate degree from an accredited institution with course work in psychology, counseling, marriage and family therapy, social work, nursing, or a closely related field.
- They have not yet completed the applicable supervised practice requirements described under ch. MPSW 4, 12, 16, or Psy 2, Wis. Admin. Code, as applicable.

Note: A QTT with a graduate degree is required to be working toward full licensure in order for services rendered by the QTT to be reimbursable.

Medicaid Enrollment

As of November 1, 2012, QTTs with a graduate degree may be enrolled in Wisconsin Medicaid as a QTT. In order to qualify for enrollment in Wisconsin Medicaid, QTTs with a graduate degree are required to either have a doctoral degree from an accredited institution and be working toward full Wisconsin DSPS licensure as a licensed psychologist or be certified by the Wisconsin DSPS as one of the following:

- A marriage and family therapist in training.
- A professional counselor in training.
- An advanced practice social worker or certified independent social worker.

To begin the Medicaid enrollment process, QTTs with a graduate degree should access the ForwardHealth Portal and select the Become a Provider link in the upper left-hand corner. Any additional supporting documentation or forms requested during the enrollment process can be uploaded to the Portal.

Tracking Enrollment Through the Portal

Qualified treatment trainees with a graduate degree may track their enrollment application through the Portal. They will receive an application tracking number (ATN) upon submission.

After submitting their enrollment application, QTTs with a graduate degree can check on the status of their enrollment application through the Portal by clicking on the Enrollment Application and Tracking Process link on the Provider Enrollment Information page and entering their ATN. This will provide them with current information on their application, such as whether it is being processed or has been returned for more information.

Qualified treatment trainees with a graduate degree may also call Provider Services to check on the status of their application but are encouraged to use the Portal.

Notice of Medicaid Enrollment Decision

Wisconsin Medicaid will notify QTTs with a graduate degree of the status of their Medicaid enrollment usually

within 10 business days, but no more than 60 days, after receipt of the completed enrollment application. Wisconsin Medicaid will either approve the application — and enroll the QTT — or deny the application. If the enrollment application is denied, Wisconsin Medicaid will give the QTT reasons, in writing, for the denial.

Qualified treatment trainees with a graduate degree who meet the enrollment requirements will be sent a welcome letter and a copy of the signed provider agreement. Included with the letter will be an attachment with important information such as effective date, assigned provider type, and specialty. This information will be used when conducting business with Wisconsin Medicaid.

Qualified treatment trainees with a graduate degree who meet the requirements will be enrolled as *rendering providers*.

Supervision Requirements

Qualified treatment trainees with a graduate degree are required to follow all supervision requirements detailed in the following sources:

- Requirements specified in DHS 35, Wis. Admin. Code.
- Requirements published in the Online Handbook under the benefit for which they are providing services.
- All applicable Wisconsin DSPS regulations.

Covered Services

Qualified treatment trainees with a graduate degree may provide the same services as master's-level psychotherapists; however, QTTs with a graduate degree who are providing services under the Intensive In-Home Mental Health and Substance Abuse Treatment Services for Children benefit may only provide these services as a second team member (a second team member does not need separate Medicaid enrollment but is required to work under the supervision of a Medicaid-enrolled psychotherapist).

Note: Services rendered under the Intensive In-Home Mental Health and Substance Abuse Treatment Services for Children benefit, the Outpatient Mental Health and Substance Abuse Services in the Home or Community for

Adults benefit, or the SBIRT benefit are subject to the same policy constraints as services rendered by Wisconsin DSPS-certified psychotherapists.

For a list of reimbursable Healthcare Common Procedure Coding System procedure codes for master's level psychotherapists and QTTs with a graduate degree, refer to the Covered and Noncovered Services section of the applicable benefit area of the Online Handbook.

Prior Authorization

Services rendered by QTTs with a graduate degree are subject to the same PA requirements as those rendered by master's level psychotherapists (or as those rendered by Wisconsin DSPS-certified psychotherapists under the Intensive In-Home Mental Health and Substance Abuse Treatment Services for Children benefit, the Outpatient Mental Health and Substance Abuse Services in the Home or Community for Adults benefit, or the SBIRT benefit).

Note: From November 1, 2012, through January 31, 2013, Standard Plan and Benchmark Plan members formerly enrolled in UHC in the Southeast Region are being transitioned to fee-for-service. During this transition period, ForwardHealth will honor PAs that were prior authorized by UHC. For more information about the transition of UHC members, refer to *Update 2012-56*.

Allowable Place of Service Codes

Allowable place of service (POS) codes for services rendered by QTTs with a graduate degree are the same as those for master's level psychotherapists.

For a list of allowable POS codes, refer to the Covered and Noncovered Services section of the applicable benefit area of the Online Handbook.

Claims Submission

Medicaid-enrolled outpatient mental health clinics will be responsible for billing all services rendered by QTTs with a graduate degree. A claim submitted for services rendered by

a QTT with a graduate degree must include *both* of the following:

- The QTT's NPI as the rendering provider.
- The *professional billing modifier U6* (ForwardHealth has defined modifier U6 as the professional billing modifier for QTTs with a graduate degree).

Reimbursement Rate

Services rendered by QTTs with a graduate degree under the Outpatient Mental Health benefit or the Outpatient Mental Health and Substance Abuse Services in the Home or Community for Adults benefit will be reimbursed at 80 percent of the master's-level psychotherapist rate.

Services rendered by QTTs with a graduate degree under the Intensive In-Home Mental Health and Substance Abuse Treatment Services for Children benefit will be reimbursed at the current rate for the second team member.

Changing Medicaid Enrollment

Once a QTT with a graduate degree becomes licensed by the Wisconsin DSPS as a licensed psychologist or a licensed marriage and family therapist, licensed professional counselor, or licensed clinical social worker — and meets all other requirements — he or she may enroll in Wisconsin Medicaid as a licensed psychologist or a master's-level licensed psychotherapist.

To change Medicaid enrollment, the QTT should complete a Provider Change of Address or Status form, F-01181 (10/12), indicating the change of specialty and providing the payee, license information, and effective date. The completed form can be sent to ForwardHealth at the following address:

ForwardHealth
Provider Maintenance
313 Blettner Blvd
Madison WI 53784

If no effective date is indicated on the form, ForwardHealth will assign the date of receipt as the effective date for the change.

After enrolling in Wisconsin Medicaid as a licensed psychologist or a master's-level licensed psychotherapist, the provider's Medicaid status will be changed from *rendering provider* to *billing/rendering provider*. The provider will be eligible for reimbursement at the full licensed psychologist or master's level psychotherapist reimbursement rate.

ForwardHealth Updates

Updates are the first source of provider information. They announce the latest information on policy and coverage changes, PA submission requirements, claims submission requirements, and training announcements. *Updates* can be accessed on the Portal by clicking on the Online Handbooks link and then the Updates and Handbooks link or by going to the Providers page and clicking on the ForwardHealth Updates link under Quick Links.

Revisions to policy information are incorporated into the ForwardHealth Online Handbook in conjunction with published *Updates*. Online Handbook information for QTTs will be added to the applicable benefit areas of the Online Handbook in the future.

Providers and other interested parties may sign up on the Portal to receive e-mail notifications of new provider publications by following the steps in the Attachment of this *Update*. Providers wishing to receive QTT-specific notifications should select one of the applicable benefit areas under which QTTs may provide services.

Information Regarding Managed Care Organizations

This *Update* contains fee-for-service policy and applies to services members receive on a fee-for-service basis only. For managed care policy, contact the appropriate managed care organization. Managed care organizations are required to provide at least the same benefits as those provided under fee-for-service arrangements.

The *ForwardHealth Update* is the first source of program policy and billing information for providers.

Wisconsin Medicaid, BadgerCare Plus, SeniorCare, and Wisconsin Chronic Disease Program are administered by the Division of Health Care Access and Accountability, Wisconsin Department of Health Services (DHS). The Wisconsin AIDS/HIV Drug Assistance Program and the Wisconsin Well Woman Program are administered by the Division of Public Health, Wisconsin DHS.

For questions, call Provider Services at (800) 947-9627 or visit our Web site at www.forwardhealth.wi.gov/.

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This *Update* was issued on 11/28/2012 and information contained in this *Update* was incorporated into the Online Handbook on 09/30/2013.

ATTACHMENT

Registering for E-mail Subscriptions

Providers and other interested parties may register for e-mail subscriptions on the ForwardHealth Portal in order to receive e-mail notifications from ForwardHealth. Below are instructions on how to register for e-mail subscriptions.

1. Access the ForwardHealth Portal at www.forwardhealth.wi.gov/.
2. Under the Providers links on the upper left side of the page, click Register for E-mail Subscription.
3. The Subscriptions page will be displayed. In the E-Mail field in the New Subscriber section, enter the e-mail address to which messages should be sent.
4. Enter the e-mail address again in the Confirm E-Mail field.
5. Click Register. A message will be displayed at the top of the Subscriptions page indicating the registration was successful. If there are any problems with the registration, an error message will be displayed instead.
6. Once registration is complete, click the program for which you want to receive messages in the Available Subscriptions section of the Subscriptions page. The selected program will expand and a list of service areas will be displayed.
7. Select the service area(s) for which you want to receive messages. Click Select All if you want to receive messages for all service areas.
8. When service area selection is complete, click Save at the bottom of the page.
9. The selected subscriptions will load and a confirmation message will appear at the top of the page.

For more detail and screen shots, refer to the ForwardHealth Provider Portal E-Mail Subscriptions User Guide available on the Portal User Guides page of the Providers area of the Portal.