POLICY NUMBER 2006-03
March 1, 2006

POLICY: BILLING FOR PROFESSIONAL SERVICES

PURPOSE: To ensure correct coding/billing of services provided by UConn Health faculty and staff.

SCOPE: All UConn Health faculty and staff that bill for patient care.

POLICY STATEMENT:
Patient care provided at UConn Health will be billed for actual services provided. UConn Health recognizes that special billing requirements may apply to certain government-sponsored programs or to other providers; any such requirements must be followed. Providers and billing employees have a collective responsibility to be knowledgeable about the meaning of the codes applicable to their area of practice, including relevant directives from billing authorities. UConn Health further recognizes the importance of maintaining accurate patient accounts in accordance with applicable requirements.

In selecting codes to describe services rendered, providers and billing personnel are to select codes that they believe, in good faith, correspond to the services rendered as documented in the medical/dental record. If the provider does not select the code personally, the provider is responsible for ensuring and verifying the appropriateness of code. The provider rendering services must sign the charge document. It is the responsibility of the provider of care to ensure that the documentation in the medical/dental record supports the level of service for which a bill is submitted.

UConn Health may NOT submit a claim that is known to contain inaccurate information.

Daniel Upton (signed) 3/16/06
Daniel Upton
Chief Financial Officer

Peter J. Deckers, M.D. (signed) 3/22/06
Peter J. Deckers, M.D.
Executive Vice President for Health Affairs

Replaces: NEW POLICY