



Arkansas Department of Human Services (AR DHS) Billing and MMIS

October 23, 2025

# Billing and MMIS Overview

#### Overview of Billing

- Provider Manual
- HCPCS Procedure Codes
- Fee Schedule
- Prior Authorizations
- Electronic Visit Verification

### Medicaid Management Information System MMIS

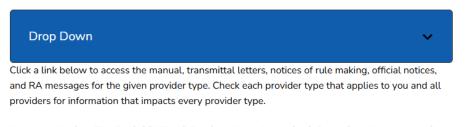
- Enrollment
- Revalidation
- Updating Provider Information
- Ability to Enter Rendering Provider using portal billing



## Billing Overview Provider Manual

• Start with the Provider Manual: <a href="https://humanservices.arkansas.gov/divisions-shared-services/medical-services/helpful-information-for-providers/manuals/">https://humanservices.arkansas.gov/divisions-shared-services/medical-services/helpful-information-for-providers/manuals/</a>

#### Provider Manuals And Other Provider Notifications



Important Notice: The DMS COVID-19 Provider Manual contains information about suspension of programs during the COVID-19 Public Health Emergency (PHE) and other COVID-19-related information. See also the DHS COVID-19 Page for Providers.

#### **Provider Types**

- All Providers
- Adult Development Day Treatment (ADDT)
- Ambulatory Surgical Center (ASC)
- Applied Behavior Analysis (ABA) Therapy
- ARChoices in Home Care Home and Community-Based 2176 Waiver
- Area Health Education Center (AHEC)
- Arkansas Department of Health (ADH)
- Arkansas Independent Assessment (ARIA)





## Billing Overview Provider Manual Sections

#### **Personal Care**

**Drop Down** 

The following documents are available for this provider type. See also All Providers.

#### Provider Manual

- Section I General Medicaid Policy
  - Section I
  - Section I Update Log
  - Other Policy-Related Notifications for All Provider Types
- Section II Program Policy
  - Section II
  - Section II Update Log
  - Other Policy-Related Notifications for this Provider Type
- · Section III Billing Information
  - Section III
  - Section III Update Log
- Section IV Glossary
  - Section IV
  - Section IV Update Log
- Section V Forms and Contacts
  - Section V
  - Section V Update Log





# Billing Overview Provider Manual Section II

Personal Care Section II

| 260.000 | BILLING PROCEDURES  |
|---------|---|
| 261.000 | Introduction to Billing   |
| 261.100 | Electronic Visit Verification (EVV)   |
| 262.000 | CMS-1500 Billing Procedures   |
| 262.100 | Personal Care Billing   |
| 262.101 | Personal Care for a Beneficiary Aged 21 or Older (Non-RCF)                          |
| 262.102 | Personal Care for a Beneficiary Under 21 (Non-RCF)                                  |
| 262.103 | Personal Care in a Public School  |
| 262.104 | Personal Care in an RCF or ALF  |
| 262.105 | Employment-Related Personal Care Outside the Home                                   |
| 262.106 | Billing RCF and ALF Personal Care Services  |
| 262.110 | Coding Home and DDS Facility Places of Service                                      |
| 262.300 | Calculating Individual Service Times for Services Delivered in a Congregate Setting |
| 262.310 | Unit Billing  |
| 262.311 | Calculating Units   |
| 262.312 | Rounding  |
| 262.400 | Billing Instructions—Paper Only   |
| 262.410 | Completing a CMS-1500 Claim Form for Personal Care                                  |



# Billing Overview Provider Manual Section III

### SECTION III - BILLING DOCUMENTATION CONTENTS

| 300.000 | GENERAL INFORMATION                                    |
|---------|--|
| 301.000 | Introduction   |
| 301.100 | Electronic Claims Submission                           |
| 301.105 | Modifiers For Electronic Billing                       |
| 301.110 | Arkansas Provider Portal                               |
| 301.130 | Vendor Systems   |
| 301.200 | Electronic Transactions                                |
| 301.210 | Eligibility Verification                               |
| 301.220 | Claim Status Inquiry                                   |
| 301.230 | Remittance Advice Reports                              |
| 301.240 | Prior Authorization Request                            |
| 301.300 | Contacts   |
| 302.000 | Timely Filing  |
| 302.100 | Medicare/Medicaid Crossover Claims                     |
| 302.200 | Clean Claims and New Claims                            |
| 302.300 | Claims Paid or Denied Incorrectly                      |
| 302.400 | Claims With Retroactive Eligibility                    |
| 302.410 | Claims Involving Retroactive Eligibility               |
| 302.500 | Submitting Adjustments and Resubmitting Claims         |
| 302.510 | Adjustments  |
| 302.520 | Claims Denied Incorrectly                              |
| 302.600 | ClaimXten® Enhancement                                 |
| 303.000 | Claim Inquiries  |
| 303.100 | Claim Inquiry Form                                     |
| 303.200 | Completion of the Claim Inquiry Form                   |
| 304.000 | Supply Procedures                                      |
| 304.100 | Ordering Forms from the Arkansas Medicaid Fiscal Agent |
| 305.000 | Telemedicine Billing Guidelines                        |
| 310.000 | REMITTANCE ADVICE REPORTS                              |
| 311.000 | Introduction of Remittance Advice Reports              |
| 311.100 | Electronic Funds Transfer (EFT)                        |
| 312.000 | Purpose of Remittance Advice Reports                   |
| 313.000 | Remittance Advice Reports                              |



## **Billing Overview Procedure Codes**

262.000 CMS-1500 Billing Procedures

262.100 Personal Care Billing

3-1-08

- Providers must use applicable HCPCS procedure codes and modifiers listed in the following section.
- B. All billing by any media requires the correct national standard place of service code.

262.101 Personal Care for a Beneficiary Aged 21 or Older (Non-RCF)

1-1-19

| Procedi | ure Code | Modifier        | Service Description   |        |  |  |  |
|---------|----------|-----------------|---|--------|--|--|--|
| T1019   | U3       |                 | Personal Care for a non-RCF Beneficiary Aged 21 or Older, per 15 minutes (requires prior authorization) |        |  |  |  |
| 262.102 | Persona  | I Care for a Be | eneficiary Under 21 (Non-RCF)   | 3-1-08 |  |  |  |

Section II-49



## **Billing Overview Procedure Code Linking Table**



#### ADULT DEVELOPMENTAL DAY TREATMENT (ADDT)

Procedure Code Table & Fee Schedule | Division of Developmental Disabilities Services (DDS) Provider Contract ADDT | Table Version 12/15/2021 | Fee Schedule Run Date 9/15/2021 PROCEDURE CODE TABLE LEGAL DISCLAIMER | FEE SCHEDULE LEGAL DISCLAIMER



|                   | Pro                      | ocedure Code, Description & Modifiers | •  |    |    | Fee Schedule<br>Information | Procedure Code Information & Billing Requirements |  |                                       |               |                  |                                    |  |  |
|-------------------|--------------------------|---------------------------------------|----|----|----|-----------------------------|---|--|---------------------------------------|---------------|------------------|------------------------------------|--|--|
| Procedure<br>Code | State<br>Descr<br>Flag 🔻 | Procedure Code<br>Description         | M1 | M2 | МЗ | Fee<br>Schedule<br>Rate ▼   | Max Units<br>Per Day                              | Benefit Limits   | PA, Age, Diag and POS<br>Requirements | Age Limits    | Diag Required    | Place of Service<br>Codes<br>(POS) | Links &<br>Information   | Type of Therapy<br>or Services           |
| 92507             |                          | SPEECH/HEARING THERAPY                | UB |    |    | \$23.20                     |   | 1 unit equals 15 minutes;<br>maximum of 6 units per week | Refer to 220.000                      | 18+ Years Old | Refer to 212.300 | 02, 49                             | Individual Speech-Language Therapy by Speech-Language Language Pathology Assistant The | Speech-Language<br>erapy Procedure Codes |
| 92507             |                          | SPEECH/HEARING THERAPY                |    |    |    | \$29.02                     |   | 1 unit equals 15 minutes;<br>maximum of 6 units per week | Refer to 220.000                      | 18+ Years Old | Refer to 212.300 | 02, 49                             | I Individual Speech-Language Session by Speech-Language Therapist I                    | Speech-Language<br>erapy Procedure Codes |





# Billing Overview Procedure Code Linking Table



#### ADULT DEVELOPMENTAL DAY TREATME

Procedure Code Table & Fee Schedule | Division of Developmental Dis Provider Contract ADDT | Table Version 12/15/2021 | Fee Schedule Run Da PROCEDURE CODE TABLE LEGAL DISCLAIMER | FEE SCHEDULE LE

|                   | Pro                      | ocedure Code, Description & Modifiers | Fee Schedule<br>Information |    |    |                           |                   |  |       |
|-------------------|--------------------------|---------------------------------------|-----------------------------|----|----|---------------------------|-------------------|--|-------|
| Procedure<br>Code | State<br>Descr<br>Flag 🔻 | Procedure Code  Description           | M1                          | M2 | M3 | Fee<br>Schedule<br>Rate ▼ | Max Units Per Day | Benefit Limits   | PA, A |
| 92507             |                          | SPEECH/HEARING THERAPY                | UB                          |    |    | \$23.20                   |                   | 1 unit equals 15 minutes;<br>maximum of 6 units per week | Ref   |
| 92507             |                          | SPEECH/HEARING THERAPY                |                             |    |    | \$29.02                   |                   | 1 unit equals 15 minutes;<br>maximum of 6 units per week | Re    |

## **Billing Overview Procedure Code Linking Table**

#### MENT (ADDT)

al Disabilities Services (DDS) Run Date 9/15/2021 LE LEGAL DISCLAIMER



For Provider Resources, Click Here

| Procedure Code Information & Billing Requirements |               |                  |                                    |   |  |  |  |  |  |
|---|---------------|------------------|------------------------------------|---|--|--|--|--|--|
| PA, Age, Diag and POS<br>Requirements             | Age Limits    | Diag Required    | Place of Service<br>Codes<br>(POS) | Links &  Information  —   | Type of Therapy<br>or Services ▼           |  |  |  |  |
| Refer to 220.000                                  | 18+ Years Old | Refer to 212.300 | 02, 49                             | Individual Speech-Language Therapy by Speech-Language Language<br>Pathology Assistant | Speech-Language<br>Therapy Procedure Codes |  |  |  |  |
| Refer to 220.000                                  | 18+ Years Old | Refer to 212.300 | 02, 49                             | Individual Speech-Language Session by Speech-Language Therapist                       | Speech-Language Therapy Procedure Codes    |  |  |  |  |





# Billing Overview HCPCS Codes- Example

#### 262.210 Place of Service Codes

10-1-22

The national place of service (POS) code is used for both electronic and paper billing.

| Place of Service   | POS Codes |  |
|--------------------|-----------|--|
| Inpatient Hospital | 21        |  |
| Participant's Home | 12        |  |
| Day Care Facility  | 99        |  |
| Nursing Facility   | 32        |  |
| Provider's Office  | 11        |  |
| Other Locations    | 99        |  |

# Billing Overview Fee Schedule

• Fee Schedule is located: <a href="https://humanservices.arkansas.gov/wp-content/uploads/ARCHOICES-fees.pdf">https://humanservices.arkansas.gov/wp-content/uploads/ARCHOICES-fees.pdf</a>

| Procedure<br>Code | Mod 1 | Mod 2 | Mod 3 | Mod 4 | Medicaid<br>Maximum<br>Allowed<br>Amount |
|-------------------|-------|-------|-------|-------|--|
| Q3014             |       |       |       |       | \$2.54                                   |
| S5100             |       |       |       |       | \$2.47                                   |
| S5100             | U1    |       |       |       | \$2.47                                   |
| S5100             | TD    |       |       |       | \$3.14                                   |
| S5100             | TD    | U1    |       |       | \$3.14                                   |
| S5125             | U2    |       |       |       | \$5.12                                   |
| S5135             |       |       |       |       | \$1.68                                   |
| S5150             |       |       |       |       | \$5.12                                   |
| S5160             |       |       |       |       | \$29.90                                  |
| S5161             | UA    |       |       |       | \$32.62                                  |
| S5165             |       |       |       |       | \$7,500.00                               |
| S5170             | U1    |       |       |       | \$5.97                                   |
| S5170             | U2    |       |       |       | \$5.97                                   |
| S5170             |       |       |       |       | \$5.97                                   |
| T1005             |       |       |       |       | \$0.56                                   |
| T2015             |       |       |       |       | \$6.40                                   |
| T2015             | U3    |       |       |       | \$6.40                                   |

### **Billing Overview Prior Authorization**

#### 240.000 PRIOR AUTHORIZATION

10-1-22

Attendant care, personal care and prevocational services provided under an authorized PCSP require prior authorization. Other services provided under the ARChoices Waiver program under an authorized PCSP do not require prior authorization. The PCSP signed by the DHS PCSP/CC Nurse serves as the authorization for ARChoices waiver services and Personal Care services.



## **Act 853** 95th General Assembly of 2025

As of August 5, 2025, Personal Care, Attendant Care, and Respite Care Providers were no longer required to obtain a certification from the Arkansas Department of Human Services (DHS), Division of Provider Services and Quality Assurance (DPSQA). Act 853 revises Arkansas Code § 20-10-2301(b), by only requiring providers to obtain a private care agency license from the Arkansas Department of Health (ADH).

#### Billing



https://humanservices.arkansas.gov/divisions-shared-services/medical-services/evv-info/



#### Home Health Billing

### Electronic Visit Verification (EVV) Home Health—Rendering **Provider Requirements**

• The services listed below require the rendering provider to be submitted, and indicate the provider type/specialty that the rendering provider must be enrolled as:

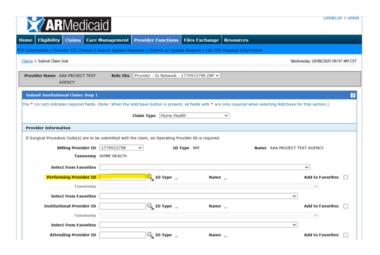
| Procedure/Modifier Description  | Provider<br>Type/Specialty |
|---|----------------------------|
| T1021/TD Home Health RN Visit, Per Visit  | 95/NT                      |
| T1021/TE Home Health LPN Visit, Per Visit                                       | 95/NT                      |
| T1021/(no Mod) Home Health Aide Visit, Per Visit                                | 95/NT                      |
| S9131/UB Home Health Physical Therapy by a Qualified Physical Therapy Assistant | 21/TP or 95/NT             |
| S9131/(no Mod) Home Health Physical Therapy by a Qualified Physical Therapist   | 21/T1 or 95/NT             |

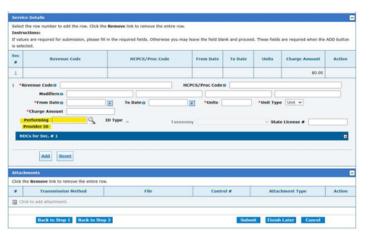
#### Home Health Billing

## EVV Home Health – Rendering Provider Requirements

In accordance with EVV program requirements, Home Health providers must include specific information with each claim or encounter for services subject to EVV. Specifically, the **Performing Provider ID** field must be completed using either the **NPI** or **PIN** of the individual rendering the service, depending on provider type.

Regardless of provider type, this field must always reflect the credentials (NPI or PIN) of the person who delivered the service.





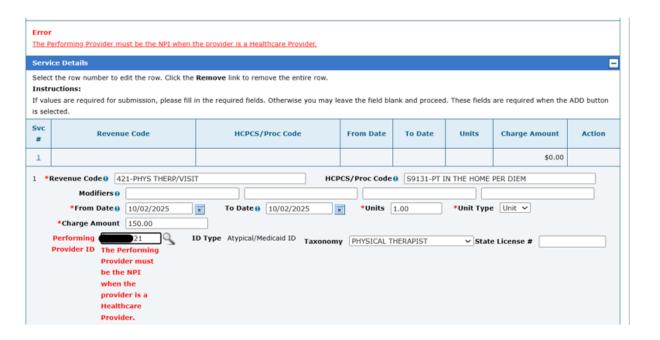




#### Home Health Billing

### EVV Home Health – Rendering Provider Requirements

- PIN to be used by provider types 95/NT
- NPI to be used by provider type 21/TP and 21/T1



## Arkansas Medicaid Management Information System MMIS

Application Information and New Electronic Submission Requirements

Initial provider enrollment applications (except Long Term Care Facilities) must be submitted electronically through the provider portal.

https://humanservices.arkansas.gov/divisions-shared-services/medical-services/provider-enrollment/

### **MMIS**

#### Revalidation

- Revalidation is required every five years for all provider types except Provider Type 95, which is exempt.
  - The Arkansas Medicaid Provider Portal automatically generates notification letters to advise providers the date their enrollment will expire.
  - Providers are strongly encouraged to submit revalidation at least 60 days prior to this revalidation due date to avoid disruption.
  - All required documentation must be submitted before the expiration date.

#### **MMIS**

#### **Updating Information in MMIS**

- Each provider must notify the Medicaid Provider Enrollment Unit in writing immediately regarding any changes to its application or contract, such as:
  - Change of address (<u>View or print form DMS-673 Address Change Form.</u>)
  - Change in members of group, professional association or affiliations
  - Change in practice or specialty



### **MMIS**

#### **Updating Information in MMIS**

#### Continued:

- Change in Federal Employer Identification Number (FEIN)
- Retirement or death of provider
- Complete change of ownership (<u>View or print form DMS-0688 Provider Change of Ownership Information Form.</u>)
- Change in Ownership Control (5% or more) or Conviction of Crime (<u>View or print form</u>
   <u>DMS-675 Ownership and Conviction Disclosure.</u>)
- Disclosure of Significant Business Transactions (<u>View or print form DMS-689 Disclosure of Significant Business Transactions</u>.)

## **Billing and MMIS**

#### Summary

- Billing
  - Sections II and III
  - Procedure Codes
  - Procedure Code Linking Table
  - Electronic Visit Verification
- MMIS
  - Enrollment
  - Revalidation
  - Updating Provider Information