SUPPLEMENT

TEMPORARY DETENTION ORDERS

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TEMPORARY DETENTION ORDERS (TDOs)

This supplement provides claims processing information for Temporary Detention Orders (TDOs) issued pursuant to section §37.2-800 et. seq. and §16.1-335 et seq. of the Code of Virginia. Once a TDO has been issued for an individual, an employee or a designee of the local community services board shall determine the facility of temporary detention in accordance with the provisions of §37.2-809 and §16.1-340.1 of the Code of Virginia. Transportation shall be provided in accordance with §37.2-810 and §16.1-340.2 and may include transportation of the individual to such other medical facility as may be necessary to obtain further medical evaluation or treatment prior to the detention placement as required by a physician at the admitting temporary detention facility.

The duration of temporary detention shall be in accordance with §16.1-335 et seq. of the Code of Virginia for individuals under age eighteen and §37.2-800 et. seq. for adults age eighteen and over.

TDO facility admissions may occur in acute care hospitals, private and state run psychiatric hospitals and 23-hour crisis stabilization and residential crisis stabilization unit (RCSU) providers. Limited TDO coverage is included in the contracts for the Program of All-Inclusive Care for the Elderly (PACE) and Cardinal Care managed care. Medicaid coverage for TDOs by Fee For Service (FFS),for individuals enrolled in FFS the Medicaid Managed Care Organization (MCO) for individuals enrolled in managed care, or PACE for individuals enrolled in the PACE program is limited by the type of placement and age of the member. TDOs not covered by FFS, the Medicaid MCOs or PACE are covered by the TDO Program. See the chart below for additional information.

Type of TDO Placement	**Non-Medicaid eligible**	**Medicaid and FAMIS FFS**	**Cardinal Care managed care(Medicaid and FAMIS)**	**PACE Program**
23-hour and Residential Crisis Stabilization Providers (effective 12/1/2021)	Covered by TDO Program	Covered by FFS	Covered by MCO	Covered by PACE Program
Psychiatric Unit of Acute Care Hospital	Covered by TDO Program	Covered by FFS	Covered by MCO	Covered by PACE Program
Freestanding Psychiatric Hospital – private and state (ages 21 – 64)	Covered by TDO Program	Covered by TDO Program	Covered by TDO Program	Covered by TDO Program
Freestanding Psychiatric Hospital – private and state (under 21 and over 64)	Covered by TDO Program	Covered by FFS	Covered by MCO*	Covered by PACE Program

*if MCO does not cover individuals enrolled in FAMIS under enhanced benefit, defaults to TDO program.

Refer to the claims processing section of the supplement for information on submitting claims.

Federal "In Lieu Of" Managed Care Rule

The Federal Medicaid managed care rule allows MCOs to provide coverage in an Institution for Mental Disease (IMD), within specific parameters, including for adults between the ages of 21 and 64. These parameters includes rules in which MCOs may provide coverage in an IMD setting "in lieu of" providing services in an inpatient psychiatric unit of an acute care hospital. The Federal managed care rule also sets a 15-day per admission, per capitation month limit on the number of days an MCO may receive reimbursement for delivering IMD services to an adult between the ages of 21 and 64. It is important to clarify that the members benefit plan is not limited to 15 days per admission, instead the limit is applied to the MCO's capitation payment for delivering the IMD service. Therefore, adults may receive behavioral health services in an IMD as an "in lieu of" service as allowed in 42 CFR §438.3 (e)(2) and an adult member aged 21-64 may receive services for longer than 15 days per admission when medically necessary.

Individuals between the ages of 21 and 64 enrolled in Cardinal Care managed care who are admitted to a freestanding psychiatric facility under a TDO will remain in the Medicaid managed care health plan during the TDO period. For members in a Medicaid MCO, the MCO will manage the continued stay, including the transfer to a participating provider or securing single case agreements with out of network providers. Coordination between the TDO setting with the MCO related to ongoing services, discharge planning and follow up care is expected. The Cardinal Care managed care health plans shall provide coverage for the continued stay period after the expiration of the TDO if the "in lieu of" criteria is met.

Pursuant to §438.6(e) of the Managed Care Regulation, states can receive federal financial participation and make capitation payments on behalf of adults ages 21-64 that spend part of the month as a patient in an IMD, if specific conditions are met. Pursuant to 42 CFR §438.3 (e)(2), an MCO may cover services or settings that are "in lieu of" services or settings covered under the State plan as long as the provision of this service meets the four conditions for "in lieu of" services. These conditions are stated in §438.3(e)(2) as:

a) The State determines that the alternative service or setting is a medically appropriate and cost effective substitute for the covered service or setting under the State plan;
b) The member is not required by the MCO to use the alternative service or setting;
c) The approved **in lieu of** services are authorized and identified in the MCO contract, and will be offered to members at the option of the MCO; and
d) The utilization and actual cost of **in lieu of** services are taken into account in developing the component of the capitation rates that represents the covered State plan services, unless a statute or regulation explicitly requires otherwise.

If these four conditions are met, MCOs may provide coverage in an IMD setting “in lieu of” providing services in an inpatient psychiatric unit of an acute care hospital. The length of stay shall be limited to **no more than** fifteen (15) calendar days in any calendar month. Reference 42 CFR §§438.3 and 438.6(e).

TDO Claims Processing

Hospitals and physicians should contact the FFS DMAS Fiscal Agent, the Medicaid MCO or PACE for information on claims processing for TDOs covered through FFS, the Medicaid MCO or PACE. For TDO services that are covered by the TDO Program, providers should follow the claims processing instructions as documented within this supplement (see chart below for information on TDO claims submission by type of placement and age). The medical necessity of the TDO service is established and DMAS or its contractor cannot limit or deny services specified in a TDO.

Non-Medicaid Eligible Individuals

The TDO Program will cover TDO services during the duration of the TDO for individuals without insurance but will not cover services once the TDO has expired. Individuals uninsured at the time of the TDO placement must be determined eligible for Medicaid and enrolled to receive Medicaid coverage for services once the TDO has expired. TDO Program claims for non-Medicaid eligible individuals with a primary insurance may also be submitted for secondary coverage through the TDO Program. TDO Program claims are subject to DMAS Third Party Liability (TPL) criteria in accordance with § 37.2-809(G) of the Code of Virginia, see Claims Processing for Services Reimbursed by the TDO Program for additional information.

Out of Network Providers (Cardinal Care Managed Care and PACE)

When TDO services are provided by an out-of-network provider, to include out-of-state providers the MCO shall be responsible for reimbursement of these services for individuals enrolled in managed care and PACE shall be responsible for reimbursement of these services for individuals enrolled in PACE. Out-of-network providers of TDO services for individuals in managed care and PACE covered by the TDO program (see chart on page 1 of this Supplement), shall be reimbursed by the TDO program. In the absence of an agreement otherwise, all claims for TDO service shall be reimbursed at the applicable Medicaid FFS rate in effect at the time the service was rendered.

TDO Claims Submission

Type of TDO placement	Non-Medicaid eligible	Medicaid and FAMIS FFS	Cardinal Care managed care (FAMIS and Medicaid)	PACE Program
23-Hour and Residential Crisis Stabilization providers (effective 12/1/2021)	Submit claims to TDO Program	Submit claims to the FFS DMAS Fiscal Agent	Submit claims to MCO	Submit claims to PACE Program
Psychiatric Unit of Acute Care Hospital	Submit claims to TDO Program	Submit claims to the FFS DMAS Fiscal Agent	Submit claims to MCO	Submit claims to PACE Program
Freestanding Psychiatric Hospital – private and state (ages 21 – 64)	Submit claims to TDO Program	Submit claims to TDO Program	Submit claims to TDO Program	Submit claims to TDO Program
Freestanding Psychiatric Hospital – private and state (under 21 and over 64)	Submit claims to TDO Program	Submit claims to the DMAS Fiscal Agent	Submit claims to MCO*	Submit claims to PACE Program

*if MCO does not cover individuals enrolled in FAMIS under enhanced benefit, submit claims to TDO program.

Claims Processing for Services Reimbursed by the TDO Program

Charges must be submitted on a UB-04 (CMS -1450) claim form or CMS-1500 (08-05) claim form. DMAS will accept only the original claim forms.

For dates of service between March 1, 2020 and November 30, 2021, DMAS reimbursed TDO services provided by Crisis Stabilization Units under the HCPCS code H0018 with HK modifier through the TDO Fund. Effective December 1, 2021, providers must submit TDO claims for 23-hour crisis stabilization and resdidential crisis stabilization unit (RCSU) to the FFS DMAS Fiscal Agent for individuals in FFS or the individual's MCO for individuals enrolled in managed care using the HCPCS codes for 23-hour crisis stabilization and RCSU (see the Comprehensive Crisis Services Appendix of the Mental Health Services Manual).

DMAS will only reimburse for TDO services provided by 23-hour crisis stabilization and RCSU providers through the TDO Program for individuals without insurance or TDO claims that are subject to secondary coverage. 23-hour crisis stabilization and RCSU

providers shall submit these claims for TDO services to DMAS using the CMS-1500 (08-05) claim form using the appropriate HCPCS code:

Description	Billing Code	Modifier	Unit
23-Hour Crisis Stabilization – Emergency Custody Order	S9485	32	Per Diem
23-Hour Crisis Stabilization – Temporary Detention Order	S9485	HK	Per Diem
RCSU – Emergency Custody Order	H2018	32	Per Diem
RCSU – Temporary Detention Order	H2018	HK	Per Diem

Photocopies or laser-printed copies of claim forms will not be accepted because the individual signing the forms is attesting to the statements made on the reverse side of the forms. These statements become part of the original billing invoice.

All TDO Program claims must have the TDO form attached to the claim with the pre-printed case identification number. Failure to provide the TDO form will result in claims being returned to the provider for incomplete information. The Execution section on the TDO form must be signed by the law enforcement officer and dated to be valid. Copies of the TDO form are acceptable.

Processing of TDO Program claims includes both Medicaid eligible and non-Medicaid eligible patients (see chart on page 4 of this Supplement). Any payment for TDO services by the FFS DMAS Fiscal Agent, Medicaid MCO or PACE must be considered payment in full and any balances cannot be billed to the TDO Program or to the member.

The TDO Program is the payer of last resort. All TDO claims for individuals with Third Party Liability (TPL) insurance coverage, including claims submitted by 23-hour crisis stabilization and RCSU providers are subject to DMAS TPL criteria in accordance with § 37.2-809(G) of the Code of Virginia. Providers will need to submit documentation of amount of payment or non-payment by the primary carrier when TPL is listed on the Medicaid member's file. Once the claim has been processed by the primary carrier, providers may submit claims to the TDO Program as a secondary payer source, however payment would be contingent on any amount issued by the primary payer and will not exceed the Medicaid reimbursement rate.

The actual processing of the TDO Program claim will be processed by the FFS DMAS fiscal agent. Each claim will be researched for coverage by any other resource. If the individual has other resources, the claim will be returned to the provider. When claims are returned to the provider, there will be an attached letter advising the provider to bill the other available payment resource.

TDO Claims are processed through the DMAS TDO Program when:

- The TDO is not covered by FFS, Medicaid MCOs, PACE (see charts in previous sections of this supplement) or other third party insurance; or,
- TDO days have been reimbursed by a primary insurance and are subject to secondary coverage by the TDO Program

Mail all TDO Program claims to:

Department of Medical Assistance Services
TDO - Payment Processing Unit
600 East Broad Street, Suite 1300
Richmond, Virginia 23219

Reimbursement

Payments for services rendered will be paid at the Medicaid allowable reimbursement rates established by the Board of Medical Assistance Services.

Weekly remittance advice will be sent by our fiscal agent. The remittance voucher will be mailed each Friday and the reimbursement check will be attached or reimbursement will be made by Electronic Fund Transfer.

Make inquiries related to the TDO claims processing, coverage, or reimbursement to the DMAS Helpline at 1-800-552-8627 or 804-786-6273.

UB-04 BILLING INSTRUCTIONS

The UB-04 CMS-1450 is a universally accepted claim form that is required when billing DMAS for covered services. This form is readily available from printers. The UB-04 CMS-1450 **will not** be provided by DMAS.

General Information

The following information applies to Temporary Detention Order claims submitted by the provider on the UB- 04 CMS-1450:

All dates used on the UB- 04 CMS-1450 must be two digits each for the day, the month, and the year (e.g., 070100) with the exception of Locator 10, Patient Birthdate, which requires four digits for the year.

New claims submitted for TDO Program coverage cannot be completed by Direct Data Entry (DDE) as an enrollee identification number has not been assigned.

TDO does not cover the day of the hearing.

Refer to Chapter V of the Hospital Manual for additional instructions on completing the UB-04 CMS-1450 Claim Form.

Note: Hospitals with one NPI must use one of the taxonomy codes below when submitting claims for the different business types noted below:

Service Type Description	Taxonomy Code(s)
Hospital, General	282N00000X
Rehabilitation Unit of Hospital	223Y00000X
Psychiatric Unit of Hospital	273R00000X
Private Mental Hospital (inpatient)	283Q00000X
Rehabilitation Hospital	283X00000X
Psych Residential Inpatient Facility	323P00000X – Psych Residential Treatment Facility
Crisis Stabilization Units	251C00000X 261QM0801X
Transportation – Emergency Air of Ground Ambulance	3416A0800X – Air Transport 3416L0300X – Land Emergency Transport
Independent Physiological Lab	293D00000X

If you have any questions related to Taxonomy, please e-mail DMAS at NPI@dmas.virginia.gov.

PROFESSIONAL BILLING AND 23-HOUR CRISIS STABILIZATION AND RESIDENTIAL CRISIS STABILIZATION UNIT (RCSU) PROVIDERS PER DIEM BILLING INSTRUCTIONS

Services can only be billed for services related to the specific time frame of the TDO or for an Emergency Custody Order (ECO). The below listed locators are instructions related specifically for TDO/ECO services.

SPECIAL NOTE: The provider number in locator 24J must be the same in locator 33 unless the Group/Billing Provider relationship has been established and approved by DMAS for use.

1 Locator REQUIRED Instructions Enter an "X" in the MEDICAID box for the Medicaid Program. Enter an “X” in the OTHER box for Temporary Detention Order (TDO) or Emergency Custody Order (ECO).
1a REQUIRED Insured's I.D. Number - Enter the 12-digit Virginia Medicaid identification number for the member receiving the service or enter the TDO number pre-assigned to the TDO or ECO form that is obtained from the magistrate authorizing the TDO/ECO.
2 REQUIRED Patient's Name - Enter the name of the member receiving the service.
3 NOT REQUIRED Patient's Birth Date
4 NOT REQUIRED Insured's Name
5 NOT REQUIRED Patient's Address
6 NOT REQUIRED Patient Relationship to Insured
7 NOT REQUIRED Insured's Address

8 NOT REQUIRED Reserved for NUCC Use
9 NOT REQUIRED Other Insured's Name
9a NOT REQUIRED Other Insured's Policy or Group Number
9b NOT REQUIRED Reserved for NUCC Use
9c NOT REQUIRED Reserved for NUCC Use
9d NOT REQUIRED Insurance Plan Name or Program Name
10 REQUIRED Is Patient's Condition Related To: - Enter an "X" in the appropriate box.
a. Employment?
b. Auto accident
c. Other Accident? (This includes schools, stores, assaults, etc.)
NOTE: The state postal code should be entered if known.

10d Conditional Claim Codes (Designated by NUCC)
Enter “ATTACHMENT” if documents are attached to the claim form.

11 NOT REQUIRED Insured's Policy Number or FECA Number
11a NOT REQUIRED Insured's Date of Birth
11b NOT REQUIRED Other Claim ID
11c REQUIRED Insurance Plan or Program Name Enter the word ‘CROSSOVER’ IMPORTANT: DO NOT enter ‘HMO COPAY’ when billing for Medicare/Medicare Advantage Plan copays! Only enter the word ‘CROSSOVER’ 11d REQUIRED If applicable Is There Another Health Benefit Plan? If Medicare/Medicare Advantage Plan and Medicaid only, check “NO”. Only check “Yes”, if there is additional insurance coverage other than Medicare/Medicare Advantage Plan and Medicaid.
11c REQUIRED If applicable, Insurance Plan or Program Name
If applicable, providers that are billing for non-Medicaid MCO copays only – please insert “HMO Copay.

11d REQUIRED if applicable Is there another health benefit plan? Providers should only check Yes if there is other third party coverage.

12 NOT REQUIRED Patient’s or Authorized Person’s signature

13 NOT REQUIRED Insured or Authorized Person’s signature

14 REQUIRED if applicable Date of current illness, injury, or pregnancy. Enter date MM DD YY. Enter Qualifier 431 – Onset of current symptoms or illness.

15 NOT REQUIRED Other date

16 NOT REQUIRED Dates patient unable to work in current occupation

17 REQUIRED if applicable Name of referring physician or other source

17a REQUIRED ID number of referring physician. The qualifier ZZ may be entered if the provider taxonomy code is needed to adjudicate the claim.

17b REQUIRED ID number of the referring physician. Enter the National Provider Identifier of the referring physician.

18 NOT REQUIRED Hospitalization Dates Related to Current Services

19 REQUIRED if applicable Additional claim information. Enter the CLIA #.

20 NOT REQUIRED Outside lab.

21 REQUIRED Diagnosis or nature of illness or injury. Enter the appropriate ICD diagnosis code, which describes the nature of the illness or injury for which the service was rendered in locator 24E. Note: Line 'A' field should be the Primary/Admitting diagnosis followed by the next highest level of specificity in lines B-L.
Note: ICD Ind. -OPTIONAL
0=ICD-10-CM – Dates of service 10/1/15 and after

22 REQUIRED if applicable Resubmission Code – Original Reference Number. Required for adjustment and void. See the instructions for Adjustment and Void Invoices.

23 NOT REQUIRED

NOTE: The locators 24A thru 24J have been divided into open areas and a shaded line area. The shaded area is ONLY for supplemental information. DMAS has given instructions for the supplemental information that is required when needed for DMAS claims processing. ENTER REQUIRED INFORMATION ONLY.

24a lines 1-6 open area REQUIRED Dates of Service - Enter the from and thru dates in a 2-digit format for the month, day and year (e.g., 01/01/14). DATES MUST BE WITHIN THE SAME MONTH

24a lines 1-6 red shaded REQUIRED if applicable DMAS requires the use of qualifier 'TPL'. This qualifier is to be used whenever an actual payment is made by a third party payer. The 'TPL' qualifier is to be followed by the dollar/cents amount of the payment by the third party carriers. Example: Payment by other carrier is $27.08; red shaded area would be filled as TPL27.08. No spaces between qualifier and dollars. No $ symbol but the decimal between dollars and cents is required.

24 A-H lines 1-6 red shaded. REQUIRED. DMAS is requiring the use of the following qualifiers in the red shaded for Part B billing: A1 = Deductible (Example: A120.00) = $20.00 ded A2 = Coinsurance (Example: A240.00) = $40.00 coins A7= Copay

(Example: A735.00) = $35.00 copay AB= Allowed by Medicare/Medicare Advantage Plan (Example AB145.10) = $145.10 Allowed Amount MA= Amount Paid by Medicare/Medicare Advantage Plan (Example MA27.08) see details below CM= Other insurance payment (not Medicare/Medicare Advantage Plan) if applicable (Example CM27.08) see details below N4 = National Drug Code (NDC)+Unit of Measurement This qualifier is to be used to show Medicare/Medicare Advantage payment. The MA qualifier of the payment by Medicare/Medicare Advantage Plan Example: Payment by Medicare/Medicare Advantage Plan is $27.08; enter MA27.08 in the red shaded area This qualifier is to be used to show the amount paid by the insurance carrier other than Medicare/Medicare Advantage plan. The CM qualifier is to be followed by the dollar/cents amount of the payment by the other insurance. Example: Payment by the other insurance plan is $27.08; enter CM27.08 in the red shaded area

DMAS requires the use of the qualifier 'N4'. This qualifier is to be used for the National Drug Code (NDC) whenever a HCPCS drug related code is submitted in 24D to DMAS. No spaces between the qualifier and the NDC number.

NOTE: The unit of measurement qualifier code is followed by the metric decimal quantity
Unit of Measurement Qualifier Codes: F2 – International Units
GR – Gram ML – Milliliter UN – Unit
Examples of NDC quantities for various dosage forms as follows:

- Tablets/Capsules – bill per UN
- Oral Liquids – bill per ML
- Reconstituted (or liquids) injections – bill per ML
- Non-reconstituted injections (I.E. vial of Rocephin powder) – bill as UN (1 vial = 1 unit)
- Creams, ointments, topical powders – bill per GR
- Inhalers – bill per GR

BILLING EXAMPLES:
TPL, NDC and UOM submitted: TPL3.50N412345678901ML1.0
NDC, UOM and TPL submitted: N412345678901ML1.0TPL3.50
NDC and UOM submitted only: N412345678901ML1.0
TPL submitted only:
TPL3.50

Note: Enter only TPL, NDC and UOM information in the supplemental shaded area. (see billing examples)
All supplemental information is to be left justified.

SPECIAL NOTE: DMAS will set the coordination of benefit code based on information supplied as followed:

- If there is nothing indicated or 'NO' is checked in locator 11d, DMAS will set that the patient had no other third party carrier. This relates to the old coordination of

benefit code 2.

- If locator 11d is checked 'YES' and there is nothing in the locator 24a red shaded line; DMAS will set that the third party carrier was billed and made no payment. This relates to the old coordination of benefit code 5. **An EOB/documentation must be attached to the claim to verify nonpayment**.
- If locator 11d is checked 'YES' and there is the qualifier 'TPL' with payment amount (TPL15.50), DMAS will set that the third party carrier was billed and payment made of $15.50. This relates to the old coordination of benefit code 3.

24b open area	REQUIRED **Place of Service -** Enter the 2-digit CMS code, which describes where the services were rendered.
24c open area	REQUIRED if applicable **Emergency Indicator -** Enter either 'Y' for YES or leave blank. **DMAS will not accept any other indicators for this locator.**
24d open area	REQUIRED Procedures, Services or Supplies – CPT/HCPCS – Enter the CPT/HCPCS code that describes the procedure rendered or the service provided. Modifier - Enter the appropriate CPT/HCPCS modifiers if applicable.
24e open area	REQUIRED **Diagnosis Code -** Enter the diagnosis code reference letter A-L (pointer) as shown in Locator 21 to relate the date of service and the procedure performed to the primary diagnosis. The primary diagnosis code reference letter for each service should be listed first. **NOTE: A maximum of 4 diagnosis code reference letter pointers should be entered.** Claims with values other than A-L in Locator 24-E or blank may be denied.
24f open area	REQUIRED **Charges -** Enter your total usual and customary charges for the procedure/services.
24g open area	REQUIRED Days or unit. Enter the number of times the procedure, service, or item was provided during the service period.
24h open area	REQUIRED if applicable. **EPSDT or Family Planning -** Enter the appropriate indicator. Required only for EPSDT or family planning services. 1. Early and Periodic, Screening, Diagnosis and Treatment Program Services 2. Family Planning Service
24I REQUIRED	NPI – this is to identify that it is an NPI that is in locator 24J
24I red shaded	REQUIRED if applicable. **ID QUALIFIER –T**he qualifier 'ZZ' is entered to identify the rendering provider taxonomy code.
24J open	REQUIRED if applicable. **Rendering provider ID# -** Enter the 10 digit NPI number for the provider that performed/rendered the care.
24J red shaded	REQUIRED if applicable. **Rendering provider ID#** - The qualifier 'ZZ' is entered to identify the provider taxonomy code.

25	NOT REQUIRED Federal Tax I.D. Number
26	REQUIRED Patient's Account Number – Up to FOURTEEN alpha-numeric characters are acceptable.
27	NOT REQUIRED Accept Assignment
28	REQUIRED Total Charge - Enter the total charges for the services in 24F lines 1-6
29	NOT REQUIRED
30	NOT REQUIRED. Reserved for NUCC use.
31	REQUIRED. Signature of Physician or Supplier Including Degrees Or Credentials - The provider or agent must sign and date the invoice in this block.
32	REQUIRED if applicable. Service Facility Location Information – Enter the name as first line, address as second line, city, state and 9 digit zip code as third line for the location where the services were rendered. NOTE: For physician with multiple office locations, the specific Zip code must reflect the office location where services given. Do NOT use commas, periods or other punctuations in the address. Enter space between city and state. Include the hyphen for the 9 digit zip code.
32a open	REQUIRED if applicable. **NPI # -** Enter the 10 digit NPI number of the service location.
32b red shaded	REQUIRED if applicable. **Other ID#:** - The qualifier of 'ZZ' is entered to identify the provider taxonomy code.
33	REQUIRED. Billing Provider Info and PH # - Enter the billing name As first line, address as second line, city, state and 9-digit zip code as third line. This locator is to identify the provider that is requesting to be paid. NOTE: Do NOT use commas, periods or other punctuations in the address. Enter space between city and state. Include the hyphen for the 9 digit zip code. The phone number is to be entered in the area to the right of the field title. Do not use hyphen or space as separator within the telephone number.
33a open	REQUIRED **NPI –** Enter the 10 digit NPI number of the billing provider.
33b red shaded	REQUIRED if applicable. **Other Billing ID -** The qualifier 'ZZ' is entered to identify the provider taxonomy code. **NOTE: DO NOT** use commas, periods, space, hyphens or other

punctuations between the qualifier and the number.

For Information on submitting Void and Adjustment invoices on the CMS-1500 please see Chapter V of the Physician/Practitioner Manual.

Special Note: All TDO and ECO claims covered by the Medicaid TDO Program (see chart earlier in this supplement) are submitted to the following address:

Department of Medical Assistance Service
Attention: TDO Program
600 E. Broad Street Suite 1300
Richmond, Virginia 23219