Suggested Process for Collecting ICD-10 Codes and Entering in Lumea

The following guide is intended to provide School administrators with a designated process for retrieving and inputting ICD-10 diagnoses codes into Lumea™. These codes are required for all students receiving Speech and Hearing, Occupational Therapy, Physical Therapy, Section 65, and Section 28 services. These ICD-10 codes, once collected from the appropriate practitioner ordering or referring the service, must be entered into Lumea. We believe the following process reflects an organized and streamlined approach to collect and input the ICD-10 codes as needed when updating student records.

For the Practitioner ordering or referring services –

1. The appropriate practitioner fills out the Order/Recommendation/Referral Form (ORRF) and includes the applicable ICD-10 code in the space provided. The ORRF is available to practitioners in our Resource Center under Maine Forms and in Lumea under Print/Preview in Student Details. While the ICD-10 codes are not a required element of the ORRF, we have provided fields on the form to streamline the process.

   Alternately, the district may create their own data collection form if they do not want the ICD-10 code on the ORRF, or if they need to collect missing codes after the ORRF is complete.

2. The practitioner ensures a copy of the ORRF with the ICD-10 code is provided to the district's Lumea Administrator.

   Alternately, the practitioner ensures the district's Lumea administrator has a copy of the data collection form or list.

For the Lumea Administrator –

1. Collect all ORRFs from your practitioners, or obtain ICD-10 codes in another manner.

2. In Student Details for a specific student, select the Billing Dates tab. The following screenshot demonstrates where this tab is located:

3. Enter the ICD-10 code from the ORRF, or other data collection form, and toggle "Ready to Bill" to "Y" in the Billing Dates workspace, either for an existing record or a new record. An ICD-10 code must be entered before claims with dates of service of October 1, 2015, or later, will be submitted for each service.

Suggested Process for Collecting ICD-10 Codes and Entering in Lumea

To add a new Billing Date record:

1. Click on the [+] Action Icon above the Billing Dates work space
2. In the Add Medicaid Dates window, add start and end dates, if applicable, and choose a service type

Add Medicaid Dates

Student: Gropius, Walter (05/18/1883) Active

Start Date: 10/1/2015

End Date:

Type: Section 65 Behavioral Health Day Treatment ▼

Save   **Cancel**

3. Select **Save**
4. In the Billing Dates Work Space, enter the ICD-10 code and toggle the Ready to Bill to "Y"

Section 65 Behavioral Health Day Treatment
[x] 22649

Section 65 Service Details

Start Date: 10/1/2015

End Date:

Service Type: Section 65 Behavioral Health Day Treatment ▼

Prior Authorization Number: APS1234567890

Related Service: All CBHDT services ▼

DSM Code:

DC-03 Code:

Section 65 Diagnosis Code(s)

ICD-10 Diagnosis Code

ICD-10 codes are required for all date ranges including 10/1/15 and after.

ICD-10 Code (ex: F68.10, UPPERCASE only):

ICD-10 Code Validation:

Ready to Bill Section 65?   ⦿ Y ○ N ○ *None selected*

NOTE: The ICD-10 code entries for OT, PT and Speech **DO NOT** need to include IEP or ORRF dates and do not need to be updated in Lumea unless the ICD-10 code changes. Dates should only be added if the district wishes to restrict submission dates. If an ICD-10 code changes, districts need to add a start date and end date to the initial entry and then add a new entry with the new start date.

When entering a new Billing Date record for **Section 65 or 28**, start and end dates are required and should be associated with the start and end dates of the Prior Authorization.