October 24, 2003

Dear Nursing Home Provider:

It has come to our attention that page 5 of the recently sent ten page instructions for completing the Institutional 021 claim form contains an error. The section instructing providers about the “patient responsibility” states the following: For Level of Care X, the patient’s responsibility is always “0”. This is incorrect. Please refer to page 3-2 of the Nursing Facility Services Coverage and Limitations Handbook, which specifies that no patient responsibility is applicable during the Medicare co-insurance days for QMB nursing facility recipients.

We regret this error and encourage you to make a pen and ink change at the appropriate place in the instructions. The Medicaid Provider Reimbursement Handbook, Institutional 021 is now in the final stages of completion and will be made available to you as soon as possible. Thank you for your attention to this matter. Please be certain to share this information to your billing staff.

Sincerely,

Alan Strowd, Chief
Medicaid Contract Management

AS/KR