

Region B Council

A coalition of state HME associations in Medicare Region B

Date: July 31, 2008
Re: Region B Council Meeting
Location: Castle Park Conference Center
Address: 6415 Castleway West Drive
Indianapolis, IN 46250
Time: Council only 10:30 am – noon, Lunch noon – 1:00; DME MAC meeting 1:00 to 4:00 pm

Meeting Minutes

1. **Call to Order and Introductions:** Paula Koenig, Region B Council Vice Chair, opened the meeting.
2. **Operations:**
 - a. Financial Report through June 30, 2008: Deb Holman reviewed the report provided.
 - i. Illinois is the only state that has not paid the dues for this year
 - ii. Motion to approve the report:
 1. 1st: Judy Bunn
 2. 2nd: Missy Cross
 3. Motion passed
 - b. Region B Council Website: Rose Schafhauser is pursuing development of website for the Council. The NSCAC website was just developed, www.nscac.org. See enclosed Association Management proposal from Rose.
 - i. The attached proposal was reviewed.
 - ii. Have we contacted the other councils?
 - iii. Suggestion for two council members to work with Rose”
 1. Teresa Camfield
 2. Judy Bunn.
 - iv. Discussion on formats – please make sure we set up the opportunity to receive feedback if you posted or someone responded to your post.
 - c. Region B Council Executive Committee: Replacement of Chair position: Paula Koenig discussed that Chair Tim Pontius has not been able to attend the meetings due to his responsibilities.
 - i. Debbie Holman and Judy Bunn volunteered to help Rose update the protocols.
 - ii. It is recommended that we have a 4 person Executive Committee.
 - iii. Teresa Camfield volunteered for Vice Chair.
 - iv. Motion to vote on slate of Executive Committee members:
 1. Paula Koenig – Chairman
 2. Teresa Camfield – Vice-Chair
 3. Missy Cross – Secretary , Donna Bunyard (Ass't Secretary)
 4. Deb Holman – Treasurer
 - A. 1st Judy Bunn.
 - B. 2nd Tom Hood.
 - C. Motion passed
3. **Administrative Issues:**
 - a. Approval of the April 3, 2008 Council Only meeting minutes: Missy Cross, Secretary
 - i. Motion to vote to approve as written:
 1. 1st Mike Semon

Administrative Headquarters: Association Management, LLC
10480 Perkins Avenue North, Stillwater, MN 55082
Phone: 651-351-5395 Fax: 651-351-0391 Email: Schafhause@aol.com

- 2. 2nd Teresa Camfield
- 3. Motion passed
- b. Approval process from the Council and DME MAC meeting minutes (April 3, 2008 minutes enclosed): Missy Cross.
 - i. In the past we submitted to minutes to NGS and they approved them so we could publicize them.
 - ii. **Can we get their stamp of approval?**
 - iii. **Can we post them on our website?**
 - iv. **Can we post all their handouts on the website as well?**
- c. A-Team Updates: All A-Team Leaders
 - i. Recommended that we include a list of A-team leaders and members of committees each meeting.
 - ii. All questions go through Rose, Rose sends to A-teams, A-members review and send back to Rose.
 - iii. Add statement soliciting new members to each call for questions e-mail.
 - iv. We may want to review A-team leaders every two years (when we vote on new executive committee).
- d. National Supplier Clearinghouse Advisory Committee (NSCAC) Update: Tom Heinrich
 - i. Meeting scheduled via teleconference August 6 for NSCAC members only. Next face-to-face meeting at Medtrade, date to be announced (Medtrade is October 28-30, 2008)
 - ii. Reminders from NSCAC:
 - 1. Request for questions, reports on site visits, forward to NSCAC Operations/Region B Council office schafhause@aol.com. The new website has the forms for both site visits and questions, along with meeting minutes and the ongoing questions and answers packet.
 - 2. Is there an opportunity for retaliation based on questions submitted?
 - 3. Does the NSC need to keep a complaint log?
 - a. At this point in time the council does not believe that to be a concern – we need to get the answers.

4. Topics for today's meeting

- a. Legislative issues: All
 - i. Competitive Bidding, round 1: are there delay-related issues?
 - 1. Will be addressed by NGS this afternoon
 - 2. Processing claims? As of Mondays remit it was still the competitive bid fee amount
 - a. **What is the time frame for re-processing claims.**
 - b. **What should we do if the claim is not re-processed.**
 - c. **Any claims error is a re-opening not a Redetermination.**
 - A. Can it be done over the phone?
 - ii. Capping of oxygen: status of CMS instructions.
 - 1. Write out a detailed list of issues.
 - iii. Power Wheelchairs
 - 1. No particular issues today.
- b. Other:
 - i. Pricing, Data Analysis and Coding (PDAC) contractor change in August from Palmetto to Noridian - Dr. Edwards will not be moving over. Dr. Szczys (currently DME MAC D's Medical Director): Paula Koenig discussed the change.
 - ii. PAP Policy issues: will be discussed.
 - iii. Other
 - 1. Encourage participation in meetings and attendance!!
 - 2. Claims processing errors
 - a. 90 day count back error – J codes?
 - b. Quantity of 2 but only paying for 1.

- c. Issue with claims missing CMN, give a denial that can't resubmit and we should be able to resubmit this (appears to be Region B issue).
 - d. Issues with excessive modifiers – 99 doesn't work
 - A. 99 doesn't bump for manual review – need it to bump automatic.
 - B. KB – doesn't appear to work either.
 - iv. IVR – same or similar
 - 1. Information seeing behind the scenes is not what given in IVR.
 - a. Is it local information or CWF?
 - b. Dummy CMNs are creating an issue.
 - c. Region D gives the most information.
 - v. New ABN
 - 1. Not a good option for non-assigned claims
 - 2. Required to be renewed annually – never appeared in an advisory
 - a. Form doesn't even state it needs to be renewed.
 - b. Where does it state this needed to be renewed.
 - c. Listserve about ABNs.

5. Future meeting dates and location:

- a. November 6, 2008, same location. Questions will be due to the council office by September 19.

6. Adjournment: Lunch was provided.

Agenda Item: 2. b. Region B Council website proposal;

Association Management, LLC. (Rose Schafhauser's company) would set up the website for the Region B Council using a service called: sitecreatorplus.com. The National Supplier Clearinghouse Advisory Committee (NSCAC) utilized this service and Association Management, LLC. To view the website, go to www.nscac.org.

The set up fees would be as follows:

Sitecreatorplus setup fee is \$120.00.

30 hours of initial setup work at \$25.00 per hour from Association Management LLC is \$750.00 anything above that will be on our own time. If we can do it in less time we will adjust the cost down for the hours actually spent on the set up. The total initial set up charges would be up to \$870.00 depending on our hours of set up but it will not exceed this number.

The monthly charges to host and manage the site are as follows:

Sitecreatorplus charges \$24.98 per month or we could pay the whole thing at \$299.76 for the year Association Management LLC will charge \$25.00 to manage the site.

So the monthly fees will total \$49.98.

We will agree to manage it at the flat \$25.00 monthly rate for the remainder of the year while we figure out the amount of work involved in keeping the site up. Should the amount of work be more than we anticipate we would need to reevaluate the rate for 2009.