
**TEXAS TECH UNIVERSITY HEALTH SCIENCES CENTER EL PASO
MEDICAL PRACTICE INCOME PLAN POLICY AND PROCEDURE**

Revised Date: 06/01/2021

Effective Date: 07/01/2021

Ana Deslongchamps

Ana Deslongchamps,
Senior Director

Patricia McCarroll

Patricia McCarroll
Vice President of Clinical Administration

Anthony Esposito

Anthony Esposito,
MPIP Executive Director

Department: **BAC-Billing and Collections**

TITLE: **Immigration and Inmate Services**

Policy#: **BAC 3**

Policy: The purpose of this policy is to outline the procedure for billing and collection of services provided to immigrants and inmates in custody of US Marshals for Texas and New Mexico, Immigration Health Services, Department of Criminal Justice for Texas and New Mexico, El Paso Sheriff Department /Juvenile Detention, and Federal Bureau of Prisons. TTUHSC files claims to US Marshals FSC 405, Immigration FSC 407, Department of Criminal Justice TX FSC 452 and NM FSC 456, El Paso Sheriff FSC 477, Juvenile Detention FSC 479, and Federal Bureau of Prisons FSC 406.

Procedures:

- 1) Immigrant and inmate claims are billed for services where custody and eligibility are verified. Where eligibility and custody is not verified, claims are billed to the facility where the immigrant or inmate is housed. Eligibility is determined based on referral, authorization, or by emailing, calling, or reviewing payer portals.
- 2) All claims are submitted on paper with the exception of Immigration Health Services and Federal Bureau of Prisons, which are sent electronically.
- 3) Designated employees review associated tasks found in ETM Claim Edit, CAR Rejections, Invoice No Activity, and Rejection workflows.
- 4) Claims 365 days and older are adjusted with code 1033 All Efforts Exhausted. These patients do not qualify for the TTUHSC El Paso Charity Care program.