

Department: Business Information
Systems

Policy No: BIS 17

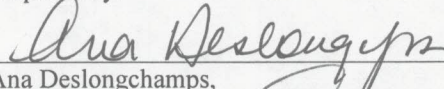
17. Fee Schedules

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

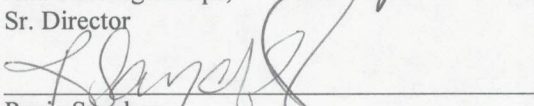
Revised Date: 01/13/2020

Effective Date: 01/31/2020

Prepared by:

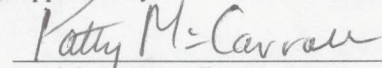


Ana Deslongchamps,
Sr. Director

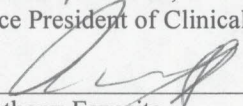


Rosie Sanchez,
Managing Director IMS Department

Approved by:



Patricia McCarroll,
Vice President of Clinical Administration



Anthony Esposito,
MPIP Executive Director

Department: **BIS-Business Information Services**

TITLE: **GE Centricity Business (CB) Fee Schedules**

Policy#: **BIS 17**

Policy: The purpose of this policy is to document the guidelines to maintain the Fee Schedules in the GECB practice management system.

Procedure:

1. The Information Management Systems Department and MPIP are jointly responsible for the maintenance of the Fee Schedules. Add/Update requests are submitted by clinical staff and posted in the MPIP SharePoint site under the Fee Schedule Request section. The following are the active fee schedules:
 - a) 3882 TTUHSC ELP EMERGENCY MED
 - b) 4000 TTUHSC ELP MAIN NON FACILITY
 - c) 4001 TTUHSC ELP MAIN NON FAC MOD
 - d) 4002 TTUHSC MAIN FACILITY
 - e) 4003 TTUHSC ELP MAIN FACILITY MOD
2. MPIP Management will review, evaluate, and assign a pricing based on 250% of current Medicare Allowable. This information is provided to the Information Technology Department for entry into the fee schedule.
3. If adding updates, "A" is entered in the Activity field, along with the new effective date. If editing, an "E" is entered in the same field. If deleting an entry, a "D" is entered in the in the field.
4. All changes are recorded within SharePoint with approvals marked accordingly.
5. The following fields need to be populated for general entry:

- a) New Effective Date
- b) Fee Schedule (3882, 4000, 4001, 4002, or 4003)
- c) Procedure Code
- d) Effective Date
- e) Amount