

# In Review

## “Click On”... Submit Reviews Online

HealthSystems of Mississippi (HSM) is pleased to offer hospitals the option of requesting certification reviews through the use of electronic submission. HSM in conjunction with the Division of Medicaid (DOM) has developed a web based electronic review system for inpatient providers that will enable providers to effectively submit review requests electronically via the web.

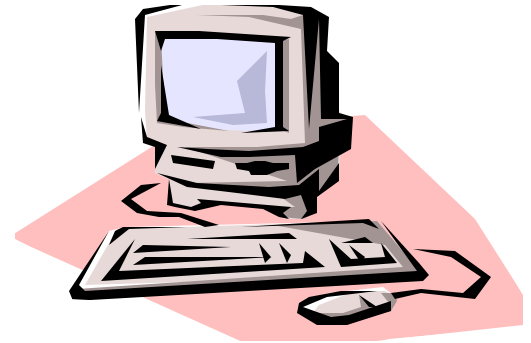
Through HSM's new web based system, inpatient providers will also be able to verify current and previous review volumes and outcomes, check history of non-compliance, print reports, and access treatment authorization numbers (TANs).

If your facility is interested in the web review option, contact HSM's Education Specialist, Erin Barbour at (601) 352-6353.

## What will on-line reviews do for YOU?

- ❑ The on-line entry screens will provide a more efficient transfer of information.
- ❑ There will be less paper handling on both ends.
- ❑ The system will be linked to HSM's eligibility files to verify beneficiary eligibility status.
- ❑ The reporting module will provide real-time status inquiry of reviews.

## What do you need to use the System?



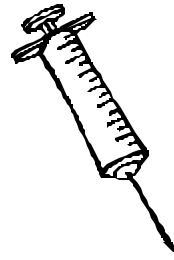
- ❑ A provider will need Internet access for the personnel who will be submitting certification requests and accessing the reporting module.
- ❑ Multiple requestors and simultaneous transmission from multiple PCs within a facility are allowed (each will be tracked via a separate login).
- ❑ A typical personal computer with Internet access is all that is needed. If you can get to HSM's Web page at "www.hsom.org", then you have what you need to utilize the system. The following are the low end specifications for a system:
  - Pentium 133 with 16mg RAM and 5mg free disk space for drivers
  - Color monitor
  - 28.8K modem connection or higher (phone line quality will determine connect speed. Current PC modems are 56K)

## Information and Helpful Hints

HSM is contractually obligated to generate a daily listing of Medicaid cases due for Concurrent Review where the last day certified expires in 48 hours, and therefore, indicated that a concurrent review may be due. This notification of Medicaid cases due for concurrent review, or the "48-Hour List," replaced the daily admit and discharge list in an effort to streamline the daily activity and prevent "double work" for the providers. The daily notification is system generated and "autofaxed" to the provider who already receives autofax certification beginning at 2:00 a.m. The 48-Hour List for providers who are not autofaxed are printed and manually faxed by clerical support by 9:30 a.m. each morning.

### Tips in utilizing the 48-Hour List

- If the patient has not discharged, you may leave the discharge date space blank. There is no need to indicate the status for the 48-Hour List.
- Verify that the admission date is correct. Once the correct admit date has been entered, the treatment authorization number (TAN) will be forwarded to the Fiscal Agent.
- HSM does not require the submission of the beneficiary account/medical record number. This option has been included to aid the provider in identifying patients on the 48-hour list. If an account/medical record number is added to the 48-hour listing, HSM will enter this information for future reference.
- When a K-baby stays longer than the mother, the proposed date of admission on the 48-hour list indicated the baby's actual birth date. The actual admit date for the baby is the mother's .



## IT'S NOT TOO LATE TO RECEIVE A FLU SHOT!

Encourage your patients  
to protect themselves  
against

## Upcoming Holiday Closings for Year 2002

Monday, February, 18, 2002  
*President's Day*

Monday, April 29, 2002  
*Confederate Memorial Day*

## HSM Phone Directory

### Inpatient Pre-certification Review

Reviews by Phone: 1-888-204-0502

Reviews by Fax: 1-888-204-0504

Reviews by Web: [www.hsom.org](http://www.hsom.org)

### Inpatient Certification Questions

Eric Watson, LPN

Help-line Coordinator

1-601-360-4949

[ewatson@hsom.org](mailto:ewatson@hsom.org)

### Quality Hot Line

1-888-204-0221

### Education/Communication Department

Erin Barbour

Education Specialist

601-352-6353

[ebarbour@hsom.org](mailto:ebarbour@hsom.org)

HSM Website: [www.hsom.org](http://www.hsom.org)