PROVIDER BULLETIN
PROVIDER INFORMATION

BlueCross BlueShield
Minnesota

May 8, 2017

Revised: Pre-Admission Notification Requirement for Admissions Effective June 1, 2017

*The information in this Bulletin replaces Provider Bulletin P11-17, published on April 4, 2017. The reason for this revision is to provide additional clarification regarding: the required timeframe for inpatient facility claims submitted with observation hours, the requirement of a PAN when a prior authorization is required for a procedure, and how to obtain a PAN number if one is not received during the submission process on **Availity.com**. In addition, the requirement for entering PANs solely on Availity has been delayed and will not begin as of September 1, 2017, as previously published. Additional notification will be provided at the time a new requirement effective date has been determined.*

In order to best support the coordination of care for our subscribers, Blue Cross and Blue Shield of Minnesota and Blue Plus (Blue Cross) will begin enforcing the existing requirement of a pre-admission notification (PAN) submission **for admission dates beginning June 1, 2017**, for both planned and urgent admissions. Enforcement will begin with Minnesota Health Care Programs (Prepaid Medical Assistance Program (PMAP), MinnesotaCare, Minnesota Senior Care Plus (MSC+), and SecureBlue (MSHO) subscribers, followed by all other Blue Cross lines of business at a later date. Blue Cross will also now require that PANs be submitted within 24 hours or on the next business day following a weekend or holiday. **If a PAN is not submitted timely as articulated above, the inpatient facility claim will be administratively denied upon its submission for lack of notification**. For inpatient facility claims submitted with observation hours, the PAN submission timeframe requirement will be extended by the number observation hours submitted. A separate notification will be published prior to enforcement for all other Blue Cross lines of business.

If a prior authorization is submitted for a procedure, a PAN is also required to be submitted for the inpatient admission.

Please note: If an admission requires pre-certification, a PAN is not required, and thus is not impacted by this change in requirement. A list of inpatient services that require pre-certification can be found in the Medical Policy section of the Blue Cross provider website under Utilization Management for each line of business.

Enforcement of the PAN requirement will be effective June 1, 2017, with the following exceptions:

- Lines of business other than Minnesota Health Care Programs (PMAP, MinnesotaCare, MSC+) and SecureBlue
- Coordination of Benefits Scenarios where Blue Cross is not primary
- Normal Labor and Delivery
- Newborns (children less than 30 days old)

The denial of the inpatient claim will be an administrative denial, and as such, cannot be appealed for medical necessity. Please note that MHCP eligibility information can be found in the MN-ITS system provided by the MN Department of Human Services (DHS).

There are currently three options for submitting a PAN:
- Submit via the fillable form within the Blue Cross portal at **Availity.com** (preferred method)
- Fax the "Inpatient Admission Notification & Pre-Certification Request Form" to **651-662-7006**. The form is on our website:
    1. Go to **providers.bluecrossmn.com**
    2. Under What's Inside, select "Forms & publications"
    3. Choose "forms – precertification/preauthorization/notification" from the drop-down
    4. Select the "Inpatient Admission Notification & Pre-Certification Form"
- Contact Blue Cross via phone at **1-800-528-0934**

Providers should also use **Availity.com** to inquire about, make updates, or add a discharge date to a previously submitted PAN. If you receive a pre-admission notification number, please include the number on the claim to expedite processing. If a PAN number isn't provided at the time of submission, providers can obtain the PAN number via an inquiry on Availity the day following the submission.

Please Note: Blue Cross is working to accept batching of the HIPAA 278 transaction for PANs but it is not available at this time. Further updates about the status of this functionality will be provided as it becomes available.

Additional information regarding PAN requirements can be found on the Blue Cross provider website:
1. Go to **providers.bluecrossmn.com**
2. Under Tools & Resources, select "Medical Policy," and read/accept the Blue Cross Medical Policy and UM Statement
3. Click on the '+' next to 'Utilization Management' and under the 'Precertification Lists' select the MN Government Programs or Commercial Pre-Certification/Pre-Authorization/Notification List'

Questions?
If you have questions, please contact provider services at **(651) 662-5200** or **1-800-262-0820**.