

## UCP of Central Minnesota

24707 County Road 75  
St. Augusta, MN 56301  
320-253-0765



These new changes are all in an effort to serve the clients and counties to the best of our abilities.

## Case Managers

UCP of Central MN has teamed up with Cashe for DHS billing. This allows us to have local support, faster information and communication with billing. We will have access to bill other insurance in addition to DHS.

In order to have accurate and consistent billing the Cashe software needs the Service Agreement's rate/units and quantity to appear this way:

Rate/unit to be \$1

Quantity to be the same as the total dollar amount on the Service Agreement

Example:

LINE NBR	STATUS	PROCEDURE CODE	MOD1-4	PROCEDURE DESCRIPTION
03	APPROVED	T2003	UC	TRANSPORTATION ONEWAY
Total Amount:		\$175.00	Rate/Unit:	\$1.00
Quantity:		175	Start Date:	08/01/19
			End Date:	08/31/19

This allows us to only bill the amount of service when the service is provided.

**EXAMPLE:** If the total SA amount is \$175 and it is submitted as follows:

If you put it in as the total SA amount divided by 12:

Rate/unit 14.58 Quantity 12. Now we can only bill once a month for \$14.48 regardless of what the actual service provided was.

## For Multi line Service Agreements

If we have several lines on one Service Agreement with the same Procedure code, we need the start date to be different for each line. Cashe software cannot process one SA with several line items with the same procedure code and the same dates.

<b>EXAMPLE:</b> Line Number 02 Procedure: Code T 2029 Rate/unit \$1 Quantity (amount of line item) Start Date 10/01/2019 End date 10/02/2019	<b>EXAMPLE:</b> Line Number 04 Procedure: Code T 2029 Rate/unit \$1 Quantity (amount of line item) Start Date 10/03/2019 End date 10/05/2019	<b>EXAMPLE:</b> Line Number 10 Procedure: Code T 2029 Rate/unit \$1 Quantity (amount of line item) Start Date 10/06/2019 End date 10/08/2019
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