

# Agenda



## Avatar MH Practice Management Forum

**Date:** April 23, 2015

**Time:** 1:30 to 3:00

**Location:** 7001 A East Parkway,  
Sacramento, CA 95823  
Conference room 1

**Facilitator:** Kacey Vencill

**Scribe:** Justin Miller

**Attendees:** (See sign in sheet)

Topic	Presenter	Start Time	Length
<b>Welcome/Introductions</b>	Kacey	1:30 PM	5 min
<b>Claiming /Fiscal Update</b> <ul style="list-style-type: none"> <li>- Claiming Update-Working on Feb 2015 services, up to date on all claims corrections spreadsheets and all 835's.</li> <li>- Medicare Risk HMO- New guarantors added to address the denials received for clients with Medicare Risk HMO. The guarantors can be identified by running the Guarantor by Financial Class Report in Avatar.</li> <li>- As per usual process, Fiscal can add additional guarantors as needed. Please send the request to Avatar-Fiscal@saccounty.net to have a new guarantor added.</li> <li>- There is a document on the website that has been updated, the Medi-Cal Transactions Types. It has been updated to include all of the correct timelines.</li> </ul>	Melony	1:35 PM	10 min
<b>Training Update</b> <ul style="list-style-type: none"> <li>- Training schedule/process Reviewed the 48 hours required for training. If there is anything specific needed in regards to training use the comments field to communicate. That way it will reduce the questions back and forth.</li> <li>- New Practice Management Training May 5th is the new practice Management class, which encompasses the old PM Basics and Advanced Billing training classes into one. Our hope is that it will enable your staff to get a more real world experience with the entire billing process. When they leave training they should have good understanding of billing processes, how to work denials and where to find resources.</li> <li>- CPT Code Training Registration Process A spreadsheet was sent out that has all of the trainings</li> </ul>	Justin/ Kacey	1:45 PM	10 min

<p>available. There was an error on the June 10th classes, it says Monday June 10 instead of Wednesday June 10th. We will make sure that in the confirmation we notate Wednesday June 10th to avoid confusion.</p>			
<p><b>Review Release Items</b></p> <ul style="list-style-type: none"> <li>- See Release Tracking Spreadsheet on the project website for a list of changes.</li> </ul>	John	1:55 PM	20 min
<p><b>Project Updates</b></p> <ul style="list-style-type: none"> <li>- ICD10 and DSM5 update – Memo forthcoming</li> <li>- Client Billing – Memo sent 4/6</li> <li>- CPT Code Training -</li> </ul> <p>You should have received a memo regarding this. If you haven't received please check with your director regarding that.</p> <p>We have only received a few spreadsheets for registration and most everyone is selecting they want a webinar. For billing staff, we encourage at least some staff to take advantage of the classroom-training offering. This is a significant change and it will be very helpful to attend the classroom training.</p> <p>Q-If we have multiple roles should we go to both</p> <p>A-The Billing training does cover billing and it covers what the clinicians do. If you go to that, you should get everything you need.</p> <p>Services provided on or after July 1 will use the new codes.</p> <p>Q-If that service is denied will you see 4 separate services</p> <p>A-Yes if they are all denied.</p> <p>Q-How many people can fit in the classes</p> <p>A-You will need to fill out the spreadsheet and then we will fill the seats. The maximum is 24</p> <p>Q-How long is the training</p> <p>A-It is about 3 hours</p>	Kacey	2:15 PM	15 min
<p><b>Open Forum</b></p>	All	2:30 PM	30 min