

Issue: 2007-1

CONTACT US

SOUTHEASTERN PATHOLOGY 706-291-2430

800-225-8702

After hours, if you know the extension of the person you wish to reach, you may call 706-291-8702

> TECHNICAL QUESTIONS: Ken Whittenburg Laboratory Manager Ext: 113

> > Becky Junkins Cytology Manager Ext: 134

SUPPLIES, REPORTS, COURIER SERVICES: SEP or LabCorp Lisa Lance Patient Service Center Manager Ext: 145

BILLING QUESTIONS: Tina Burkhalter Billing Manager Ext: 120

MANAGED CARE: Lisa McWhorter Director of Managed Care Ext: 103

INFORMATION TECHNOLOGY: Jason Alford *IT Manager* Ext: 124

NEWSLETTER SUGGESTIONS AND COMMENTS: Linda Hom Administrator Ext: 123

www.sepath.com



Susan E. Shirley, M.D. Joins SouthEastern Pathology

SEP is pleased to announce the addition of Susan E. Shirley, M.D. to our staff effective June 1, 2007. Dr. Shirley has moved to Rome from Augusta, GA where she completed her Pathology residency at the Medical College of Georgia (serving as Chief Resident) as well as her Surgical Pathology Fellowship. She has a Bachelor

of Science degree in Biology from Oglethorpe University, Atlanta, GA. Dr. Shirley is board eligible in Pathology. She is a junior member of the College of American Pathologists, a junior member of the United States and Canadian Academy of Pathology and is licensed in Georgia and Alabama.

HAPPY JULY 4TH HOLIDAY!

SouthEastern Pathology wishes each of you and your families a safe and happy July 4th! *Our laboratory will be closed on INDEPENDENCE DAY*



Wednesday, July 4, 2007

We will resume our normal office hours and courier schedule on the day after the holiday.

EMR Interfaces

Wouldn't it be great if you were able to view your pathology reports in your EMR as soon as they were signed out by a pathologist? SouthEastern Pathology is able to interface with most modern EMR systems, allowing just that. Our latest interface is with Greenway, an EMR company based in Carrollton, GA.

By interfacing with Greenway, we have provided Greenway users the opportunity to have their pathology reports seamlessly and securely dumped into their EMR in real-time. Waiting for a courier to bring reports and having to scan reports into your EMR is a thing of the past. If you let us know what EMR system you use, we can tell you if we already have an interface with that EMR or we can work with your EMR provider to build one. If you would like more information, please contact us at info@sepath.com.

Spanish Directions and Instructions

The yellow pads that we provide describing "Pathology Services" are now available in Spanish. If you would like to have the Spanish version to distribute to your patients, please contact Lisa Lance at 706-291-2430 Ext. 145. Thank you.



This newsletter is also available on our website.

The Most Common Errors when Billing Medicare

The top two reasons claims are denied by Medicare are:

- 1. Invalid last name
- 2. Invalid first name

Please help avoid these errors by always using:

- the Health Insurance Claim Number (HICN) and
- <u>the name as it appears on the patient's Medicare card</u> when requisitioning lab services.

Health Insurance Claim Number Accuracy

Medicare carriers receive numerous claims that are submitted with invalid or incorrect HIC numbers. These claims require manual intervention and can sometimes result in beneficiaries receiving incorrect EOMB information. Please be certain the HIC number you are keying is entered correctly, and is also the HIC that belongs to the patient for which you are billing (based on what is on his/her Medicare card). It is not always the SSN with an A or a B.

Name Accuracy

Be sure to use the name exactly as it appears on the patient's Medicare card— no nicknames or titles. *Medicare Provider Outreach and Education* specifically sent a reminder saying that they "are asking physicians and suppliers who refer patients for laboratory and x-ray services to provide the laboratory and/or radiology facility with the complete name of the Medicare patient as it appears on their Medicare card. Refrain from using 'Mr. Smith,' 'Bob Smith,' when the patient's real name is Robert Smith, or 'Beth Smith' when the patient's real name is Elizabeth Smith." Using the correct Medicare name will ensure the timely and accurate processing of Medicare claims and eliminate the frustration of unnecessary denials.

Much of the information in this article was drawn from: MLN Matters Number: SE0712. This and other articles are available at <u>http://www.cms.hhs.gov/MLNMattersArticles/</u>

Nursing Home or Skilled Nursing Facility Address

Having correct address information is also important for billing. For patients who live in a facility such as a nursing home or skilled nursing facility, it is preferred that the facility name as well as a street name and number be supplied. In some cases, this information is not available, but if it is, please use it. Please include the name of the facility as labs are required to bill the skilled nursing facility for the technical component of anatomic pathology services and Medicare for the professional component. Please verify the accuracy of your address before you send this information.



Coventry Update

SEP and our physicians are participating with Coventry Healthcare (all products) effective 3-1-07. If you have questions about Coventry services before or after 3-1-07, please call Lisa McWhorter at 706-314-0103.

SouthEastern Pathology is open from 8:00 a.m.-5:00 p.m., Monday through Friday. Our patient area is closed from 12:30 to 1:30 daily. After hours, you can reach the pathologist on call using the beeper, 706-295-8456.

Ordering Supplies

There are several ways to order supplies from SEP:

- 1. Fill out a supply order form online (e-mailed automatically to SEP)
- 2. Send a supply order form with the courier
- 3. Fax a supply order form to SEP at 706-290-0201
- 4. Call SEP at 706-291-2430

There are several ways to order supplies from LabCorp:

- 1. Send a supply order form with the courier
- 2. Fax a supply order form to LabCorp, attention Demi, at 770-414-1343
- 3. Call SEP at 706-291-2430