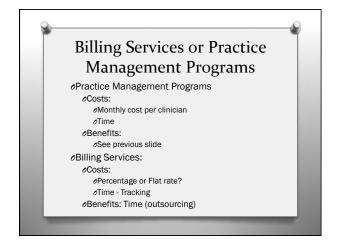
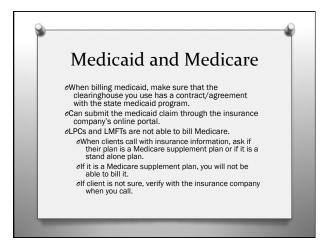
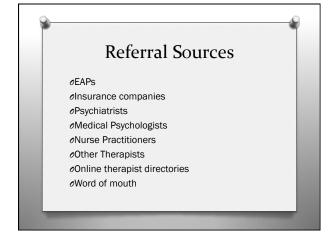


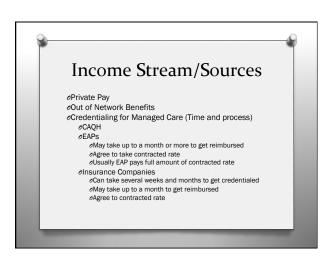
Practice Fees, Scheduling & Billing Out of pocket fee rates Common rate in your area Insurance reimbursement component Practice Management Programs www.therapyappointment.com http://www.capterra.com/mental-healthsoftware/ www.Therapynotes.com

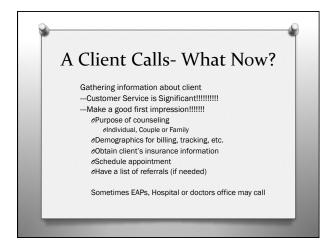
Practice Management Client scheduling Client records Insurance claims filing Patient invoicing Income reporting Patient reminders Practice statistics Patient demographics Patient biographies Credit Card Processing (if available)













Deductible Example Deductible Example Deductible: \$500. A client pays the contracted rate for Doorway Health Insurance (\$48) per session until the \$500 dollars are met. Sometimes, the \$500 dollar deductible can be met through multiple sources (i.e. Medical doctor, physical therapy, counseling, etc.) Often, clients will pay and when you receive the Explanation of Benefits (EOB) from the insurance company you will see that their deductible has been met and that the insurance company paid you so you will have to pay the client back for any credit that they have.

Copay Example

øA client has a \$25 dollar copay and has Doorway Health Insurance. The client pays \$25 and you get an EOB with either a check or an Electronic Fund Transfer (EFT) to your bank for \$23 (\$25 + \$23 = \$48 contracted

Coinsurance Example

*o*A client with Doorknob Health Insurance has a 20% coinsurance. The reimbursement rate for Doorknob Health Insurance for a 90837 (60 minute session) is \$98. Therefore, a client would pay 20% of \$98 for that session (\$19.60)

Before Client's First Session

*o*Creating a welcoming environment oGetting organized with a folder for clients øHaving handouts/props from therapeutic toolbox available **OVerifying Eligibility and Benefits** Contacting Insurance or EAP company

Options Prior to First Session øIntake paperwork

who can help.

Verifying Eligibility, Benefits & Authorizations

Client's with Insurance or EAP benefits oCall phone number provided by client σ Listen to automated prompts.

ølf no behavioral or mental health options, then select benefits.

oMay have to press 0 (zero) to reach someone

Verifying Eligibility, Benefits & Authorizations Information to Provide Representative: Member ID Number Patient's Name and Date of Birth Patient's Address (sometimes) Information to Ask Representative: Patient's Effective Date (of insurance) Benefits Deductible, Co-Pay, Co-Insurance Address to use when sending claims

Verifying Eligibility, Benefits & Authorizations When asking about member's benefits, Representative may ask for CPT code: 990791 - Initial diagnostic interview 990834 - 45 minute individual session 990837 - 60 minute individual session 990847 - Family therapy 990846 - Family therapy w/o client present

Role Play øIntake Call øCalling Insurance



