



STATE OF MARYLAND

DHMH

Maryland Department of Health and Mental Hygiene  
201 W. Preston Street • Baltimore, Maryland 21201

Martin O'Malley, Governor – Anthony G. Brown, Lt. Governor – John M. Colmers, Secretary

**MEMORANDUM**

October 31, 2008

**TO:** Medicare Advantage Plans

**FROM:** Charles Lehman, Executive Director *Charles Lehman*  
Office of Systems, Operations & Pharmacy

**RE:** Billing Instructions

The Medicaid Program has developed the attached UB04 and CMS-1500 billing instructions to be followed by providers when submitting claims for services rendered to recipients enrolled in a Medicare Advantage Plan. Please share this information with your contracted providers.

The Program will pay for co-payments, coinsurance and deductibles for recipients that have Medicare and full Medicaid benefits or who are enrolled in the Qualified Medicare Beneficiary (QMB) Program. This covers claims with dates of service beginning January 1, 2007. Combined co-payments and coinsurance may not exceed 20%. Federal regulations do not allow payment of claims for recipients in the Specified Low Income Medicare Beneficiaries (SLMB) Program. In addition, providers may not balance bill Medicaid recipients for any cost sharing.

If your providers have claims that previously denied or have been returned without being processed, they may resubmit the claims. The deadline to submit these claims is **December 31, 2008**. Send the completed UB04 or CMS-1500, Medicare EOMB, and a cover letter indicating that the attached claims were denied incorrectly for co-payments, to the following address:

Maryland Medical Assistance Program  
Division of Claims Processing  
P.O. Box 1935  
Baltimore, MD 21203

Toll Free 1-877-4MD-DHMH • TTY for Disabled - Maryland Relay Service 1-800-735-2258

*Web Site:* [www.dhmh.state.md.us](http://www.dhmh.state.md.us)

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If the EOMB does not indicate Medicare in the header of the document, you must write **MEDICARE EOMB** across the top of the page.

The Department continues to negotiate with the Medicare Advantage Plans towards implementation of a monthly capitation payment to cover all required provider cost sharing, thus eliminating the need to submit paper claims.

If you have any questions about these instructions, you may contact: UB04 Institutional Billing 410-767-5457 or CMS-1500 Professional Billing 410-767-5503.

Attachments