# Chorus Community Health Plans

Provider Orientation Individual & Family Plans

Presented by: CCHP Provider Relations Team



# About Together with CCHP

o Affiliation with Children's Wisconsin.

• A local health plan for both individuals and families, children and adults.

Community focused and driven.

Coverage sold On Exchange and Off Exchange.

o High-quality provider network in Southeast and Northeast Wisconsin

 Administrative Service Agreement with the University Pittsburgh Medical Center (UPMC) Health Plan for provider customer service and claims.



### **Service Areas**



### Together with CCHP

- Brown
- Calumet
- Dodge
- Door
- Kenosha
- Kewaunee
- Manitowoc
- Milwaukee

- Oconto
- Outagamie
- Ozaukee
- Racine
- Washington
- Waukesha
- Winnebago



## **Sample ID Card**





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## Pediatric Vision & Pharmacy Benefits

Pediatric Vision

Express Scripts

- Administrated through Professional Vision Services.
- Pediatric vision benefits for children 18 years and younger.
- Discount to parents whose children receive services.
- Provider Directory on website: <u>Vision Directory</u>.

- Broad retail pharmacy network: <u>Express Scripts Pharmacy</u> <u>Location Search</u>.
- Prescription drug formulary: <u>2024 Prescription Medication</u> <u>List</u>
- Convenient mail order services available.
- \$0 preventive prescriptions.



### **Out of Network Providers**

 $\circ$  Aurora Healthcare

 $\circ$  Thedacare

Please be aware when referring patients to other providers.



### **Prior Authorizations & Inpatient Notifications**

- Providers are responsible for obtaining prior authorizations prior to services.
- Inpatient admissions require notification within 24 hours of admission.
- No retro authorizations.
- Requests are submitted online through our provider portal.
- Clinical documentations should be submitted through Guiding Care Authorization Tool within 24 hours.
- Prior Authorization list is available online Prior Authorization List.

For Questions or assistance, please contact our Clinical Services Department at call 414-266-6715



### **Provider Portals**

Guiding Care Prior Authorization Portal	<	This portal is used to submit Prior Authorizations for CCHP and Together with CCHP.
BadgerCare Plus Claims Look-up Tool	<	This CCHP portal is to view how claims were processed and submit appeals.
BadgerCare Plus Claims Submission Tool	<	This CCHP portal is used to submit claims manually.
BadgerCare Plus Claims Confirmation Tool	•	This CCHP portal is to confirm your claim was received via paper or electronically.
Individual and Family Plan Tool	•	This portal gives you access to the Together with CCHP Portals



## **Provider Portal Registration**

### Provider OnLine Account Administrator Application

#### Understanding the Role of a Provider OnLine Account Administrator

A Provider OnLine Account Administrator has three important responsibilities:

- · Managing user access to Provider OnLine for one or more provider offices.
- Ensuring the information accessed via Provider OnLine is only used for Legitimate business reasons.
- Serving as the primary contact for provider office security issues.

A formal statement of all responsibilities will be provided to individuals who are initially approved as Provider OnLine Account Administrator. All responsibilities must be accepted before full Account Administrator access can be granted.

#### Primary Account Administrator Applicant



#### **Associated Practices**

An Account Administrator may serve one or more practices. List all practices, (each having a unique tax ID number) that will be associated with the applicant listed above.

no information entered

Add

### Secondary Account Administrator Applicant

A secondary Account Administrator should be assigned to serve the above listed practices. Secondary Account Administrators have the same responsibilities and rights as as a primary Account Administrator and can act in the absence of the primary Account Administrator.



The application information above is truthful and complete.



### **Registering for the Portal**

- Registering for the provider portal is needed to access all of our other services.
- You can register by clicking the link on our website here: <u>Provider Portal</u> <u>Registration</u>.



### Individual & Family Plans Provider Portal



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## **Claims Submissions**

- o File Claims Timely
- Submit on appropriate claim forms
- Hand written claims are not accepted
- Corrected claims should be stamped on claim as "Corrected Claim".





# **Claim Payments**

- Payments made within 30 days on clean claim.
- Electronic Funds Transfer (EFT)
- Electronic Remittance Advice (ERA)
- Forms available on the Provider Portal.

### **Grace Period**

If member is terminated due to lack of payment:

- Claims are paid for days 1-30.
- Claims paid during day 31-90 will be recouped.



## **Claim Questions**

Contact Information	Together with CCHP
Provider Services(UPMC) Providers calling to check benefits, eligibility, or claims issues.	Phone: 1-844-202-0117
Provider Relations (CCHP) Complex claim issues & appeals	Email: <u>cchpproviderrelations@chorushealthplans.org</u>



## **Provider Claim Appeals**

- Complete the CCHP Provider Appeal Form located on the Provider Forms page here <u>Provider</u> <u>Appeal Claim Review Request Form</u>
- Submit form and supporting documentation to: <u>cchp-providerappeals@chorushealthplans.org</u>.

### OR

- Submit the form along with copies of any supporting documentation to:
  - CCHP Attn: Appeals Department P.O. Box 1997, MS 6280 Milwaukee, WI 53201-1997

Please call Provider Services <u>prior</u> to submitting a written appeal to first check if we can research and resolve your claim issues.



### **Provider Updates**

### Other Examples

Provider demographic changes can be made by using the Provider Update/Change Form available on our website here: <u>Provider Update</u> and Change Form.

Tax Id Change	Address Changes
Practitioner	Clinic Name
Name Changes	Changes



## **Health Management Programs**

CCHP offers outreach and educational programs to support their members and encourage a healthy lifestyle.



If members would like help managing any concerns related to their health, please call 414-266-3173 to reach the Health Management team.



### **CCHP Website Provider Resources**

### Resources

We are pleased to offer our providers with the resources they need to be efficient in providing excellent care to our members. We have compiled forms, documents, and guidelines frequently requested by our providers. If you cannot find the materials you need, please contact your provider relations representative.





### **CCHP Individual & Family Plans Reference Guide**

chorushealthplan.org	Contact Information
Guiding Care Portal Questions	chp-portalreg@chorushealthplans.org
Claims	CCHP P.O. Box 106013 Pittsburgh, PA 15230-6013 EDI# 251CC
Credentialing	Email: cchp-credentialing@chorushealthplans.org
Customer Service (UPMC) Providers calling to check benefits, eligibility, or claims issues.	Phone: 1-844-202-0117
Health Management	Phone: 1-414-266-3173 Email: cchp-dm@chorushealthplans.org
Pharmacy Benefit Questions	Phone: 1-844-201-4677
Prior Authorizations & Notifications	Phone: 1-414-266-6715
Provider Appeals Address	Provider Appeals Attn: Appeals Department P.O. Box 1997, MS 6280 Milwaukee, WI 53201 <u>cchp-providerappeals@chorushealthplans.org</u> Appeal Status: <u>dschneider2@chorushealthplans.org</u>
Provider Contracting	Email: <u>cchp-contracting@chorushealthplans.org</u>
Provider Demographic Updates	Email: cchp-providerupdates@chorushealthplans.org
Provider Relations Department	Email: cchpproviderrelations@chorushealthplans.org

