

Thom Biller Upgrade Version v20.08a

This upgrade assumes you are at least on version 20.07a. If not, please run it first.

If your IT staff are going to run your upgrade, make sure you give them a copy of this document and the email that was sent with the upgrade notice. Once the IT staff has completed the basic installation, please be sure to run any additional steps within Thom Biller that may be needed.

Note, you can use Windows 10 machines for the installation.

Additional Steps Needed Before Install: none.

Data File Changes: minimal. New field added to the rate file.

Additional Steps Needed After Install: Manually enter "GT" modifier in the rate file for services that need it when performed by telehealth, such as Aetna services.

Contact Information:

Please call email me, Larry Tucker, at ltucker@thomchild.org if you have any questions. Also remember to check the Thom website for updates and news:

www.thomchild.org/thom-biller/thom-biller-updates

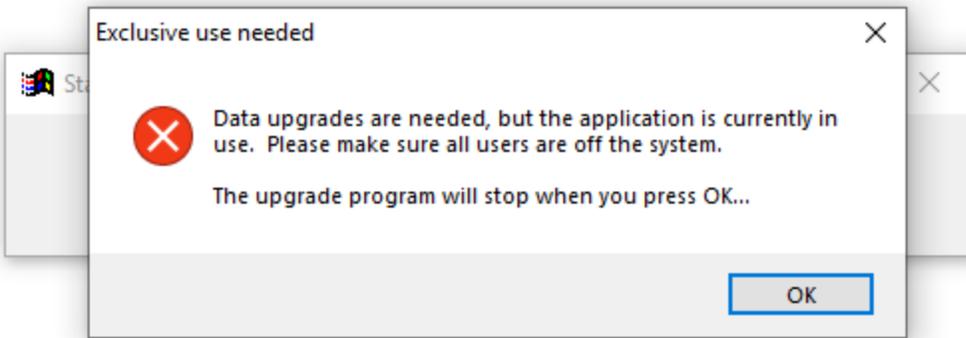
There is also a current copy of the User's Guide and "Generally Useful Documentation" such as instructions for adding a new workstation.

Installation Instructions:

Windows 10 machines can be used to run the upgrade. If you are on a network, and have run the previous upgrades, *then you only have to run this upgrade on a single workstation.* The updates will automatically propagate to all other machines running Thom Biller on the network.

1. Make sure you have backed up your data. *If your backup run automatically at night, it is best to run the upgrade first thing in the morning so you won't lose any work if you have to revert to the backup.*
2. Make sure no one else is using the Thom Biller software on the network and that it is not running on your computer (in a minimized window on your taskbar.)

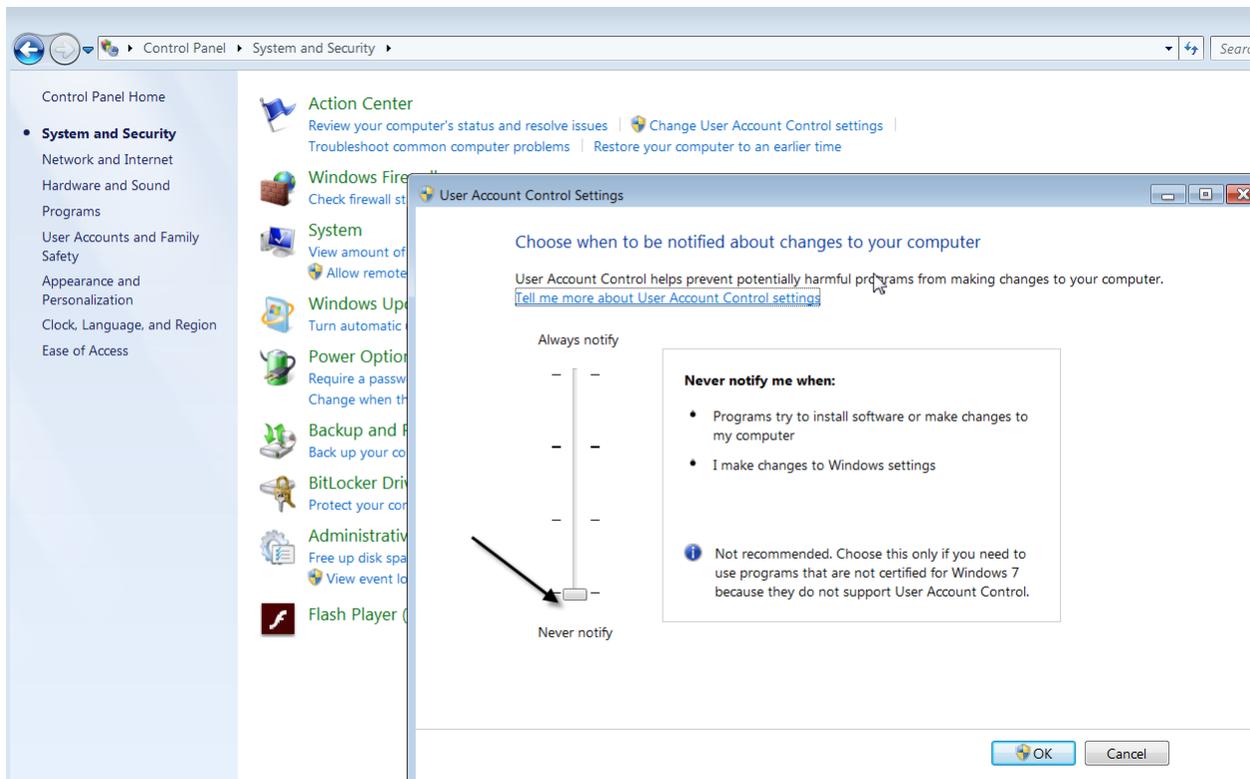
This version of STPA.EXE will do a more careful check of exclusive use before running the upgrade. It will produce this message if someone is on the system the first time an upgrade is run when data upgrades are needed:



If you get this message, call all users to make sure they log off. As a last resort, go to Computer Management and close all files in the Thom Biller Data\ folder on your file server.

Finally, as a reminder, if after running an upgrade, a user gets a message that their program version does not match the new data version, double check that they are running Thom Biller with a shortcut that points to the loader program STPA.EXE (and not to the main program STPAX.EXE). Also double check that their UAC is set to "None.")

3. For Base – Off site systems, make sure you complete any billing disk and recovery exchanges that may be in process. Both the Base and the Off-site systems must be on the same version of Thom Biller during a billing exchange. If one "side" upgrades before the other, then the off-site disk recovery will be disallowed. So, if you are currently downloading disks, or waiting to recover a download disk, do not run the upgrade until both the download and recovery processes are complete.
4. For network users, pick a single workstation that you will use for upgrades. Windows 7 or Windows 10 machines should work fine. Try to run the upgrade on this machine this time, and all future upgrades on the same machine because it may take some special configuration of UAC (#5) and dlls (#8).
5. Make sure User Account Control "UAC" is turned off ("Never Notify").

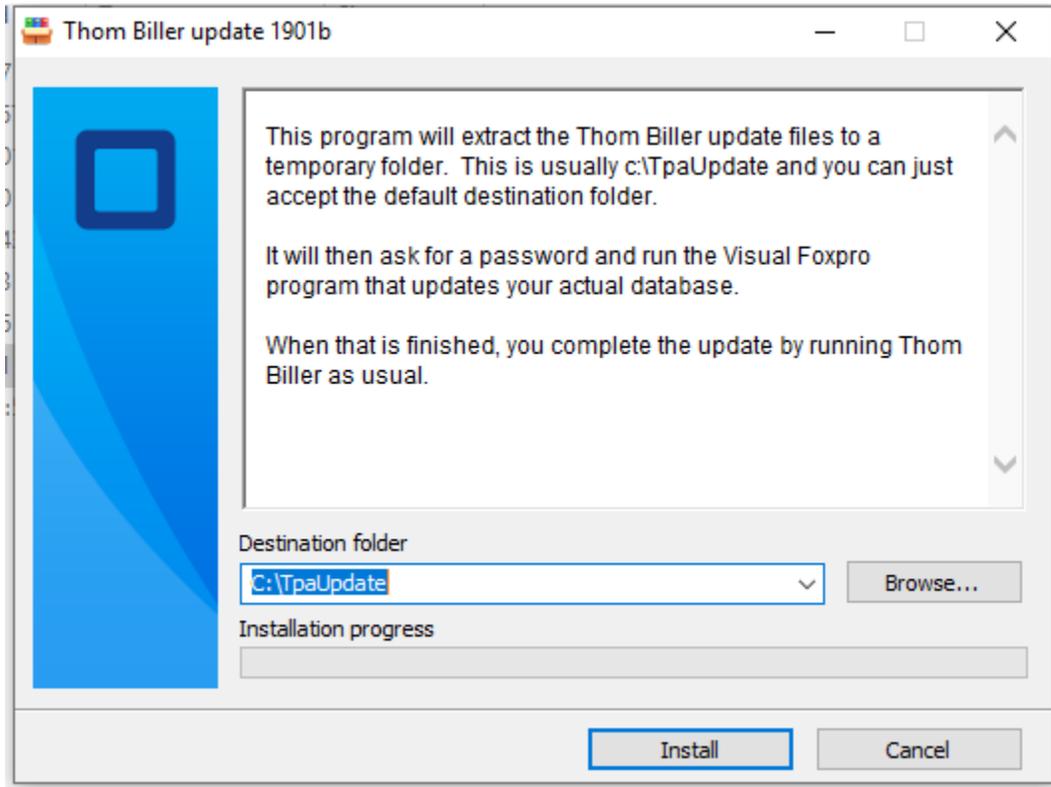


Any other setting will prevent the upgrade program from copying files. If the UAC is not off, pull the slider down and restart the computer. You must restart in order for the new UAC setting to take effect.

6. Run the upgrade executable from the web site:

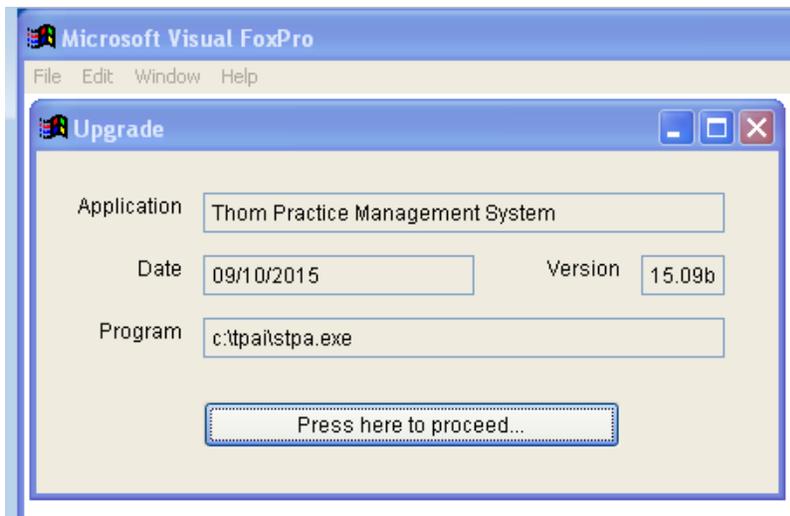
(www.thomchild.org/thombillerupdates.htm)

7. A WinRAR screen will start up.



Accept all the default choices and enter the password.

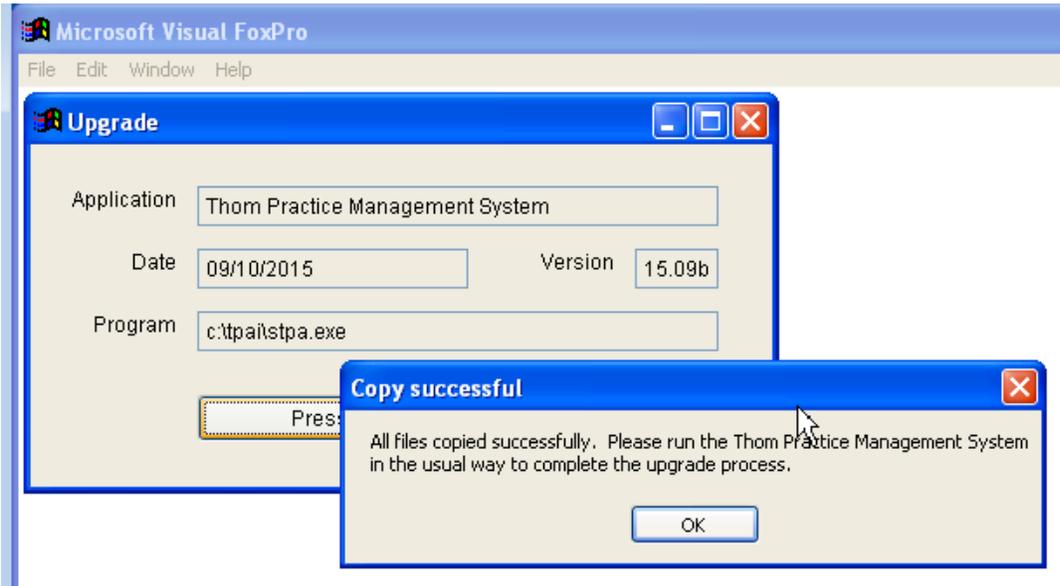
8. A FoxPro window will open to complete the upgrade (below). Press the "Proceed..." button to do this.



If this FoxPro "Upgrade" window does not appear, it means this computer does not have a dll in the correct location. Locate the msvc71.dll (probably on your c:\ root folder) and copy it to your

Windows\SysWow64 folder for 64-bit machines. (For 32-bit Win 7, copy the msvc71.dll to your Windows\System32 folder). If you need to make this change, restart the computer and re-try the upgrade.

Assuming the Foxpro Upgrade routine runs, it will locate your data wherever it is on the network and upgrade it. It will tell you whether all files copied successfully or not (below):



If files do not copy correctly, it is usually because the UAC setting (#4) is incorrect.

9. Start the Thom Biller software as usual. This will complete the upgrade and set the title bar version. (If you get a warning that data changes are needed and someone else is running the program, please make sure everyone is logged off and try running Thom Biller again.) This step may bring over a new version of the loader program and ask you to restart Thom Biller. It may also bring over a new version of VFPSSetup and automatically run it as well.

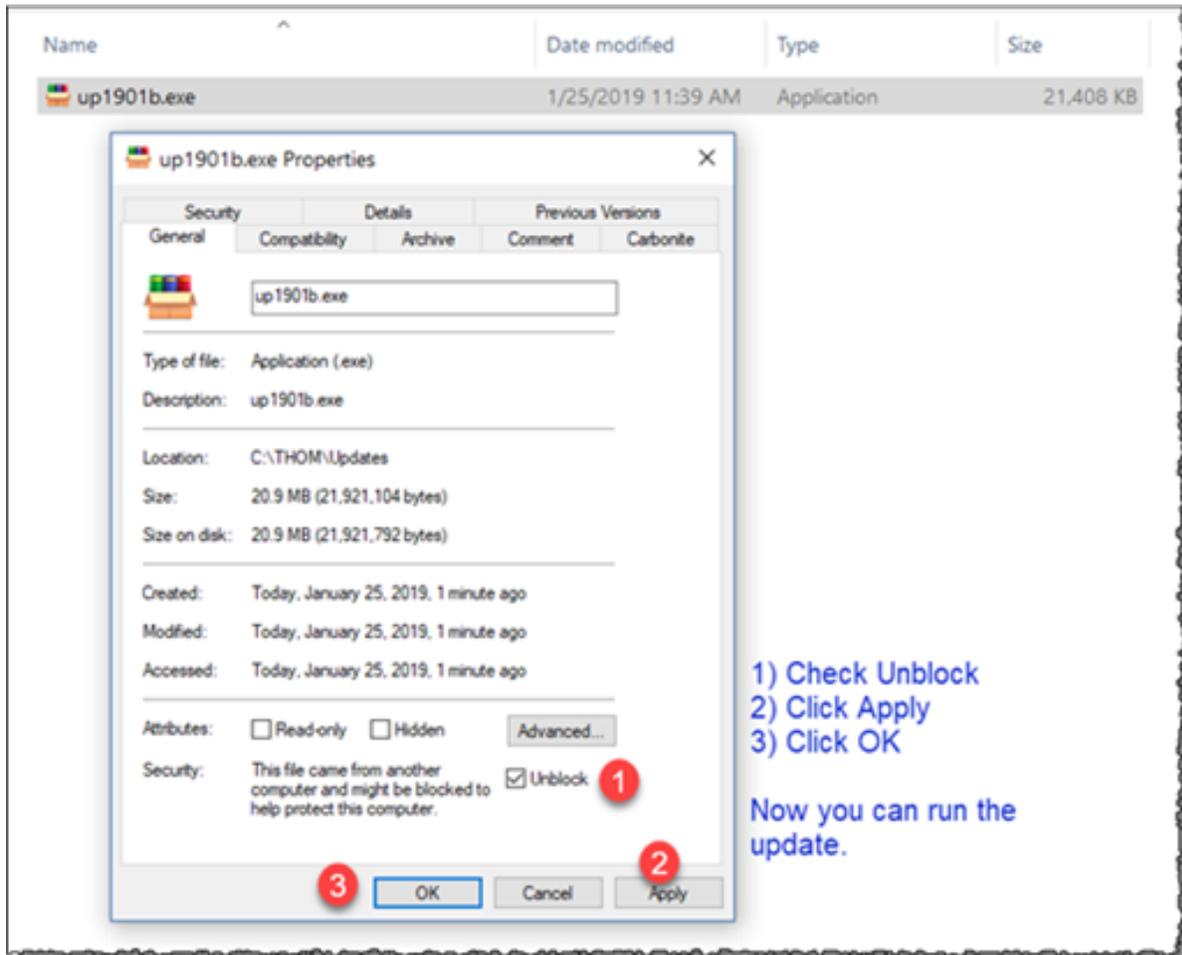
For network users, DO NOT run the upgrade on every machine. Running it once on the machine you have chosen for upgrades will be enough to send the upgrade to all other workstations the next time they start the Thom Biller.

Problems downloading or running the upgrade file

If you get a Windows error, such as "Error: Windows cannot access the specified device, path, or file. You may not have the appropriate permission to access the item" see the following:

- 1) Make sure your anti-virus software is stopped temporarily and not interfering.
- 2) Save the file to a local (not network) folder, such as c:\temp, that you know you have full permissions to.
- 3) Look at the file properties and "Unblock".

1. Right click the file and select “Properties”, then click the “Unblock” checkbox at the “Security” section.
2. Click “Apply”
3. Click “OK”



For more discussion of problems with Windows reading a downloaded file, see this link:

<https://support.microsoft.com/en-us/help/2669244/windows-cannot-access-the-specified-device-path-or-file-error-when-you>

Upgrade Details V20.08a

New Telehealth Modifier in Rate File

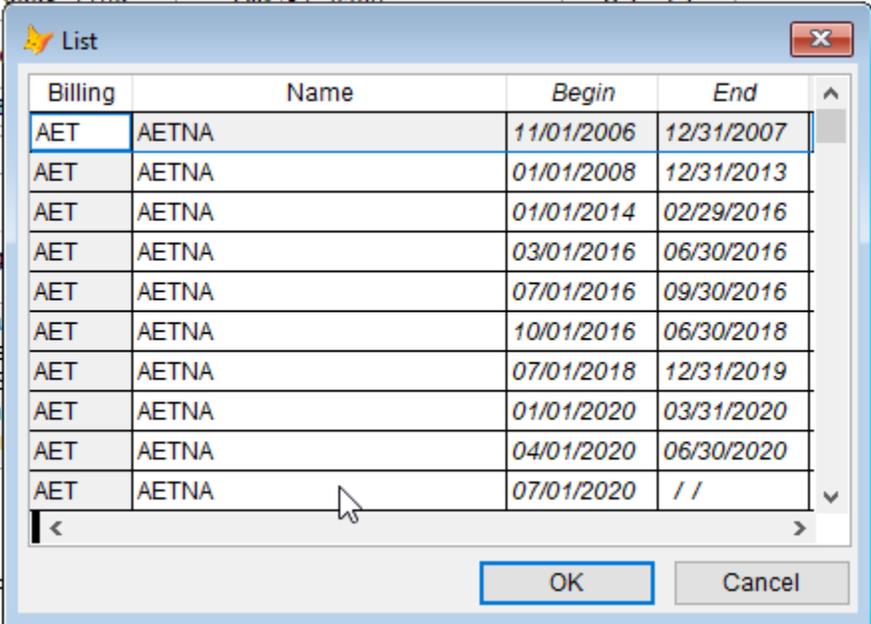
Certain payers, such as Aetna, require an additional modifier “GT” when billing telehealth services. There is a new Telehealth Modifier field on the rate file for this modifier (see below).

The screenshot shows the 'Rates' application window with the 'Billing' tab selected. The 'Billing' section contains the following fields: Billing Type (AET), Service (SB), DPH Service Code (S), and a checked 'Needs Prior Authorization' checkbox. The 'Services' section contains rat_id (5000002818) and hea_id (5000000264). Below these are fields for Desc1 (Direct Instruction), Desc2 ((low rate)), Code (H2019), Modifier (U2), and Telehealth Modifier (GT). A black arrow points to the 'GT' value in the Telehealth Modifier field. At the bottom, there are two unchecked checkboxes: 'Bill services by multiple disciplines on single line' and 'Disallow Telehealth'.

You must enter the new modifier for all payers and services that require it. Remember to enter it for both the current and prior rate series. For example, you probably have a current Aetna rate series starting 7/1/20, but the previous series ending 6/30/20 will need these new codes as well. To access non-current rate series, say “No” when asked to limit the display when you open the Rates data form.

The screenshot shows a dialog box titled 'Rates' with a question mark icon. The text reads 'Limit records to current rates (Y/N)?'. There are two buttons: 'Yes' and 'No'. A black arrow points to the 'No' button.

Then locate both rate series and update the services for each of them:



Billing	Name	Begin	End
AET	AETNA	11/01/2006	12/31/2007
AET	AETNA	01/01/2008	12/31/2013
AET	AETNA	01/01/2014	02/29/2016
AET	AETNA	03/01/2016	06/30/2016
AET	AETNA	07/01/2016	09/30/2016
AET	AETNA	10/01/2016	06/30/2018
AET	AETNA	07/01/2018	12/31/2019
AET	AETNA	01/01/2020	03/31/2020
AET	AETNA	04/01/2020	06/30/2020
AET	AETNA	07/01/2020	11

In this example, assuming we want the GT to go out on June as well as July sessions, we would need to edit the bottom two rate series.

Once completed, you will see the new Telehealth Modifiers on the Rate report:

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Basic Rates by Billing and Service

Billing	Overall Template	Begin	End	SSP Payer	Schedule	DPH Code	DPH Categ.	DPH Form	Needs PA
AET	AETNA	MED	07/01/2020 / /	AETNA	OCT-NON	28	H	H	N
SB	Direct Instruction (low rate)			DPH Serv: S	Code: H2019	Mod: U2	Rate: 58.92		
	Procedure Line Description:				Telehealth Mod: GT		Units/hr: 4.00		
	ABA: Yes SSP Services: DI			Present: C,B	ProStatus: P,O		Init Sv:		
	Disallow Telehealth:				Needs PA: Y				
	No change from last rate series.								
SC	Direct Instruction (high rate)			DPH Serv: S	Code: H2012	Mod: U2	Rate: 111.36		
	Procedure Line Description:				Telehealth Mod: GT		Units/hr: 4.00		
	ABA: Yes SSP Services: DI			Present: C,B	ProStatus: L		Init Sv:		
	Disallow Telehealth:				Needs PA: Y				
	No change from last rate series.								
SD	Initial Assessment			DPH Serv: S	Code: H0031	Mod: U2	Rate: 111.36		
	Procedure Line Description:				Telehealth Mod: GT		Units/hr: 4.00		
	ABA: Yes SSP Services: IA			Present: C,P,B,N	ProStatus: L		Init Sv:		
	Disallow Telehealth:				Needs PA: Y				
	No change from last rate series.								
SE	Re-assessment			DPH Serv: S	Code: H0031	Mod: U2	Rate: 111.36		
	Procedure Line Description:				Telehealth Mod: GT		Units/hr: 4.00		
	ABA: Yes SSP Services: RA,SA			Present: C,P,B,N	ProStatus: L		Init Sv:		
	Disallow Telehealth:				Needs PA: Y				
	No change from last rate series.								
SF	Treatment Planning			DPH Serv: S	Code: H0031	Mod: U2	Rate: 111.36		
	Procedure Line Description:				Telehealth Mod: GT		Units/hr: 4.00		
	ABA: Yes SSP Services: TP			Present: C,P,B,N	ProStatus: L		Init Sv:		
	Disallow Telehealth:				Needs PA: Y				
	No change from last rate series.								
SG	Parent Training			DPH Serv: S	Code: H2012	Mod: U2	Rate: 111.36		
	Procedure Line Description:				Telehealth Mod: GT		Units/hr: 4.00		
	ABA: Yes SSP Services: PT			Present: P,B	ProStatus: L		Init Sv:		
	Disallow Telehealth:				Needs PA: Y				
	No change from last rate series.								
SL	Supervision (high rate)			DPH Serv: S	Code: H0032	Mod: U2	Rate: 111.36		
	Procedure Line Description:				Telehealth Mod: GT		Units/hr: 4.00		
	ABA: Yes SSP Services: SUP			Present: C,B	ProStatus: L		Init Sv:		
	Disallow Telehealth:				Needs PA: Y				
	No change from last rate series.								
TA	HOME VISIT			DPH Serv: A	Code: H2015	Mod: U2	Rate: 101.12		
	Procedure Line Description:				Telehealth Mod: GT		Units/hr: 4.00		
	ABA: No SSP Services:			Present:	ProStatus:		Init Sv:		
	Disallow Telehealth:				Needs PA:				
	Was 94.00								
TB	CENTER-BASED IND. VISIT			DPH Serv: B	Code: T1015	Mod: TL	Rate: 84.60		
	Procedure Line Description:				Telehealth Mod: GT		Units/hr: 4.00		
	ABA: No SSP Services:			Present:	ProStatus:		Init Sv:		

In this example, we assumed it should be applied to both autism and EI services, but you should check with the payer to confirm this.

Once set up in the rate file, these services will have the "GT" modifier automatically added during both CMS-1500 and HIPAA billing runs when the session is marked as "Telehealth". (The Telehealth checkbox on the session must be checked; it is not sufficient to simply say the Place of Service = "T").

The new modifier will show on the Billing Preview Report as "Modifier2" (below):

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Billing Preview

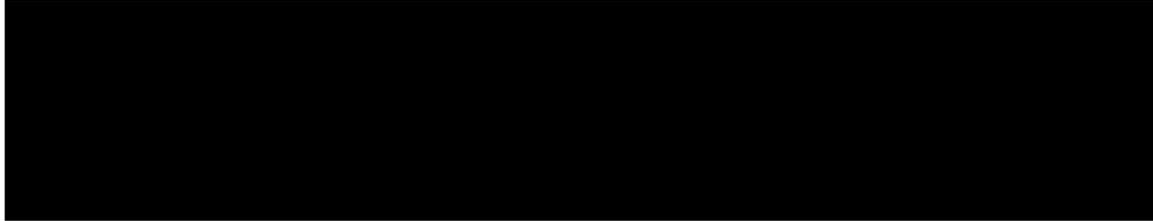
Events by Billing

Pr	Client	Session	Sv	Prov	Bl.Hr.	Bill	Type	Ref	Bal	Posted	SS	El	Auth	Co
	Dphid-Ref	Serv_id	Place	Disc	Dxcode	Sec		Oricov		Billed			bill_id	
	Cov	EA / PCC		Ref	Pro	NPI	Waiverno	TCN		Rea	Resub	Eid		
	Bill Note		POS	Proc		Modifier	Modifier2							
	Note													

** Bill: AET

		05/06/2020	TA	ALL56	1.00	AET	SERV		94.00	05/15/2020	B		N	
		5000260948	T	1 HN	R62.50					05/15/2020			5000022488	5000705555
			02	H2015		HN	GT							
		05/20/2020	TA	ALL56	1.25	AET	SERV		117.50	05/22/2020	B		N	
		5000261734	T	1 HN	R62.50					05/22/2020			5000022539	5000707823
			02	H2015		HN	GT							
		05/27/2020	TA	ALL56	1.00	AET	SERV		94.00	05/29/2020	B		N	
		5000262117	T	1 HN	R62.50					05/29/2020			5000022566	5000708457
			02	H2015		HN	GT							

It will also print on the CMS-1500 output (below) and within the HIPAA 837 file.



```

X
X
X      Aetna Managed Choice POS
      X

Signature on File      08 26 20      Signature on File

Mendes, M.D.

      X
0
R62 50

Early Intervention Program

05 06 20 05 06 20 02  H2015  HN  GT  A      94 00  4
05 20 20 05 20 20 02  H2015  HN  GT  A      117 50  5
05 27 20 05 27 20 02  H2015  HN  GT  A      94 00  4
06 03 20 06 03 20 02  H2015  HN  GT  A      117 50  5
06 08 20 06 08 20 02  H2015  GO  GT  A      23 50  1
06 12 20 06 12 20 02  H2015  HN  GT  A      47 00  2

```