



Maine Center for Disease
Control and Prevention

An Office of the
Department of Health and Human Services

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To: MBCHP Primary Care Providers (PCP)
From: Eric N. Spear, MBCHP Provider Network and Claims Processing Coordinator
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Subject: Submitting MBCHP Visit Form (Part 1 & 2) and Screening Results to MBCHP

It is critical for MBCHP to have sufficient documentation in our client files immediately after the results are received in order for the program to determine if follow-up diagnostic procedures will be covered. Some procedures are only covered by MBCHP when certain conditions are met. If we receive a claim for diagnostic services without sufficient back-up documentation, the claim may be denied as non-covered resulting in an unexpected bill for the member. It is the responsibility of the PCP to ensure that MBCHP receives all abnormal results as soon as they are received.

In addition, the sooner we know of abnormal results and the plan for final diagnosis and treatment, the sooner the MBCHP Case manager can ensure the necessary actions are taken to open the member on the Treatment Act Program (full MaineCare), if appropriate, and make sure claims that should be covered are paid.

Attached is a document with two tables that refer to timelines for report submission. The first table shows what the document is for and when it should be submitted and the second table shows what document is required for each screening service performed.

We appreciate your continuing support of the MBCHP and hope this document will clarify reporting requirements for the program.