



## eXPRS Pro Tip for CDDP, Brokerage, CIIS Staff Correcting OR542-DSA SPAs from Monthly to Weekly Frequency

### Did you know ...

**... there is a way to correct OR542-DSA SPAs to change the frequency without having to void paid SDs?**

There may be times that a CME authorizes OR542-DSA services but uses a monthly frequency instead of weekly frequency in error. This often results in the DSA provider only being authorized for 25 hours **per month**, instead of 25 hours per week, as intended.

If there has been nothing billed & paid against the incorrect OR542-DSA Plan Line/SPA, it can be voided & re-created using the correct frequency desired.

However, if there are paid SD billings against the monthly OR542-DSA PL/SPA, there is a work around to make corrections without voiding SD billings & claims.

1. Determine the last date billed for the monthly OR542-DSA authorizations & **END** the SPA(s) & Plan Line as of that date.

SE	Procedure	Modifier	Units	Dates		
54	OR542 - Day Support Activity, non-work	W1	25.00 Hours per Month	3/1/2018 - 9/30/2018		
Auth Id	Provider	Units	Rate	Pay To Provider	Dates	Status
21*****6	Agency Employment or DSA Provider	25.00	\$8.90	Main Agency Provider	3/1/2018 - 9/30/2018	Accepted

*Note: Red boxes highlight '25.00 Hours per Month', '3/1/2018 - 9/30/2018', and 'The last date billed.' with an arrow pointing to the end date.*

2. Create new Plan Lines/SPAs for OR542-DSA **at the weekly frequency** from the next date, going forward.

SE	Procedure	Modifier	Units	Dates				
54	OR542 - Day Support Activity, non-work	W1	25.00 Hours per Week	10/1/2018 - 2/28/2019				
Auth Id	Provider	Units	Rate	Pay To Provider	Dates	Review?	Allocation	Status
25*****5	Agency Employment or DSA Provider	25.00	\$8.90	Main Agency Provider	10/1/2018 - 2/28/2019	No	\$4,895.00	Accepted

*Note: Blue boxes highlight '25.00 Hours per Week', '10/1/2018', and '10/1/2018 - 2/28/2019'. A blue arrow points from the new start date to the end date of the previous SPA.*

3. Have your CME POC Super User update the monthly OR542-DSA Plan Line & SPA that was just ended to **INCREASE** the units authorized **to an amount that will allow WEEKLY billing**.

This means calculating the desired weekly limit by a conversion factor of 4.43 to get the monthly equivalent unit amount.

**Example:** 25 hours/week x 4.43 = **110.75** hours/month

- Be sure the individual has sufficient ANA monthly hours on their POC to support the new, higher monthly limit.

The new higher unit limit on the monthly frequency PL/SPA will allow the provider to bill 25 hours/week for that period of time.

SE	Procedure	Modifier	Units	Dates		
54	OR542 - Day Support Activity, non-work	W1	110.75 Hours per Month	3/1/2018 - 9/30/2018		
Auth Id	Provider	Units	Rate	Pay To Provider	Dates	Status
21*****6	Agency Employment or DSA Provider	110.75	\$8.90	Main Agency Provider	3/1/2018 - 9/30/2018	Accepted

*Note: Pink boxes highlight '110.75 Hours per Month' and '110.75'. A pink arrow points from the new unit amount to the end date of the previous SPA. A pink callout box says: 'This monthly amount will allow for billing 25 hrs/week.'*