

POLICY:

Billing practices are conducted in an ethical manner and are in compliance with all Federal and State laws and regulations.

PROCEDURE:

1. Written agreements with other health care providers clearly delineate the hospice program's financial responsibility for all care and services related to the hospice patient's terminal illness.
2. The billing department receives complete, accurate and timely documentation of patient information related to claims submission.
3. Home care hospice services are paid based on the location where the service is provided, not the location of the hospice office.
4. Hospice services are billed under the correct provider number.
5. The hospice Executive Director regularly reviews the hospice's accounts payable and receivable and accounting and billing procedures to assure appropriate and ethical practices.

Created:	Reviewed:	Revised:	Effective:
04/2018	9/2018		4/2019