How to Code Medicaid Revenue

Types of Medicaid Payments

LEAs and CESAs can receive payments from the Department of Health Services (DHS) for providing school-based services (SBS) to eligible students. There are three types of payments processed by DHS:

- Interim SBS Billing (School Based Services)
  Payment for student-specific expenditures. This reimbursement is based on the billing submitted by the individual providing the direct services.

- Medicaid Administrative Claiming (MAC)
  Not student specific, intended to cover administrative overhead. Payment is based on a prior year and sent in a lump sum to the receiving agency.

- Cost Settlement (SBS)
 Not student specific, intended to resolve the differences between submitted claims and final eligibility.

Federal regulations require that Medicaid-funded expenditures be excluded from IDEA Maintenance of Effort (MOE) determinations (34 CFR §300.154(g)(2)). Wisconsin LEAs complied by coding all Medicaid revenue to fund 27, regardless of payment type. However, because MAC and cost settlement payments are not provided on a regular schedule, and cannot be tied to specific services on specific dates, this has created problems with LEAs' MOE compliance.

Beginning in fiscal year 2013-14, MAC and Cost Settlement payments are to be coded to fund 10. Only interim SBS payments are coded to fund 27. This table displays the correct coding for these revenue types:

Medicaid Payment Type	Source Code
Interim SBS Billing (School Based) *Code if transited through a CESA*	27R 000 000 780 *27R 000 000 581*
Medicaid Administrative Claiming (MAC) *Code if transited through a CESA*	10R 000 000 780 10R *000 000 581*
Cost Settlement (SBS) *Code if transited through a CESA*	10R 000 000 780 *10R 000 000 581*

Note that if the check is directly from ForwardHealth, the revenue is coded as a source 780. If the funds are transited through a CESA (who originally received it from ForwardHealth), the revenue is coded as a source 581.

DPI advises that LEAs and CESAs rely upon the online remittance advice for each payment to determine how these payments should be coded. LEAs, vendors, and Medicaid administrators should submit SBS interim billing claims as timely as possible to ensure revenues are booked in the correct year.
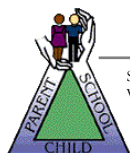
Medicaid remittance advice sheets are accessed through the ForwardHealth portal. This is a different website than PCG. The PCG website is where information on cost settlement and MAC payments are located.

ForwardHealth Portal:
https://www.forwardhealth.wi.gov/wiportal/Home/Secure%20Site%20Login/tabId/43/Default.aspx

If your LEA contracts with a vendor, such as MJ Care, it may be that no one in your district has accessed the ForwardHealth portal, as this is where the Medicaid claims are submitted by your third party biller. To access the ForwardHealth portal, and the Remittance documents, the LEA must have a login and password. There is a request process, which begins on page 2 of the ForwardHealth Portal User Guide: https://www.forwardhealth.wi.gov/WIPortal/Tab/42/icscontent/provider/userguides/PortalUserGuide.pdf.spage

ForwardHealth Remittance Documents

Once the LEA has access to the ForwardHealth portal, the Remittances are accessed through the main menu.
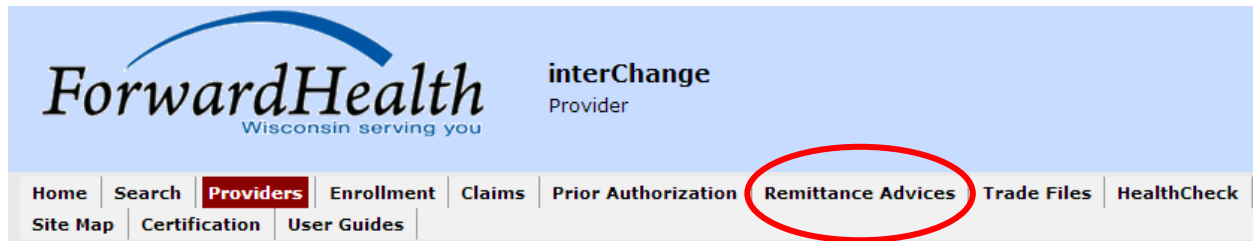
When the remittance advice menu item is selected, a list of available remittance documents appears:

Document ID	Description
83113409	3/14/2014 - CRA-BANN-R: Remittance Advices - PHI - TXIX - 9794817 - 44204300 MCD
82982274	3/5/2014 - CRA-BANN-R: Remittance Advices - PHI - TXIX - 9781780 - 44204300 MCD
82913311	2/28/2014 - CRA-BANN-R: Remittance Advices - PHI - TXIX - 9774631 - 44204300 MCD
82828138	2/21/2014 - CRA-BANN-R: Remittance Advices - PHI - TXIX - 9764737 - 44204300 MCD
82367051	1/17/2014 - CRA-BANN-R: Remittance Advices - PHI - TXIX - 9481553 - 44204300 MCD
82040221	12/20/2013 - CRA-BANN-R: Remittance Advices - PHI - TXIX - 9444734 - 44204300 MCD

The description column contains the date the remittance was generated. It will be dated a few days earlier than the check the LEA received, if the LEA received a check. For instance, a check dated March 17, 2014, had a remittance issued on 3/14/2014.

Click on any of the line items to open the corresponding remittance.

This is a view of the remittance opened as a text file.

Remittance Generated Date →

```
REPORT:    CRA-BANN-R                    FORWARDHEALTH INTERCHANGE                          DATE:  03/05/2014
   RA#:    9781780                         WISCONSIN FORWARDHEALTH                          PAGE:        2
 PAYER:    TXIX                          PROVIDER REMITTANCE ADVICE
                                               BANNER MESSAGES

 XXX SCHOOL DISTRICT                                                            PAYEE ID        XXXXXXX    MCD
 XXX                                                                            NPI                       XXXXXXXXXX
 XXX                                                                            CHECK/EFT NUMBER  013397447
                                                          Check Date →         PAYMENT DATE      03/06/2014

      SUBJECT: Medicaid Administrative Claim 2012-13
```

The top of each remittance document page identifies the date the remittance was generated, but also the date that is on the check. If there is no check number listed (which is the line above the payment / check date) it means a payment was made, but the entire amount was recouped. The amount collected for recoupment still needs to be booked by the LEA, even though no funds were exchanged.

On the first page of the remittance document, there *may* be "banner messages." In this example, a banner message is identified on the remittance as a "SUBJECT" line. If it is a MAC or Cost Settlement payment, the banner message will identify the type of payment and the corresponding year the payment is from. If the banner message does not say it is a MAC or Cost Settlement, then it is an Interim SBS payment.

To verify that it is an interim SBS payment, the pages following the cover page will list student names with the types and the dates of services. The amount of Medicaid revenue to be coded to fund 27 is provided on the final page of the remittance, in a section with a header that says "Summary."

Interim SBS Payment Remittance Example

```
REPORT:    CRA-HCPD-R                        FORWARDHEALTH INTERCHANGE                          DATE:  03/14/2014
   RA#:    9794817                             WISCONSIN FORWARDHEALTH                          PAGE:        4
 PAYER:    TXIX                                PROVIDER REMITTANCE ADVICE
                                         PROFESSIONAL SERVICES CLAIMS PAID

 XXX SCHOOL DISTRICT #1                                                           PAYEE ID        XXXXXXX    MCD
 XXX                                                                              NPI                       XXXXXXXXXX
 XXX                                                                              CHECK/EFT NUMBER  013402389
                                                                                 PAYMENT DATE      03/17/2014


   --ICN--         PCN           MRN         SERVICE DATES      BILLED AMT     OTH INS AMT    COPAY AMT      PAID AMT
                                             FROM   TO          ALLOWED AMT    SPENDDOWN AMT  CO-INS CB      OUTPAT DED

 MEMBER NAME: XXXXXXXXXXXXX                    MEMBER NO.: XXXXXXXXXX
 XXXXXXXXXXXXX  XXXXXXXXXSLP                  010214 013014       207.14           0.00          0.00          73.40
                                                                  73.40           0.00          0.00           0.00

 HEADER EOBS:  9817


                        SERVICE DATES ALLW UNITS RENDERING PROVIDER      PA NUMBER
 PROC CD  MODIFIERS     FROM   TO      COPAY AMT  BILLED AMT  ALLOWED AMT PAID AMT      DETAIL EOBS
 92508   TM GN          010214 010214  2.00     MCD XXXXXXXX                            9817 9918
                                       0.00         18.74       6.64        6.64
 92508   TM GN          010914 010914  2.00     MCD XXXXXXXX                            9817 9918
                                       0.00         18.74       6.64        6.64
 92507   TM GN          011414 011414  2.00     MCD XXXXXXXX                            9817 9918
                                       0.00         56.72      20.10       20.10
 92508   TM GN          011614 011614  2.00     MCD XXXXXXXX                            9817 9918
                                       0.00         18.74       6.64        6.64
 92507   TM GN          012114 012114  2.00     MCD XXXXXXXX                            9817 9918
                                       0.00         56.72      20.10       20.10
 92508   TM GN          012314 012314  2.00     MCD XXXXXXXX                            9817 9918
                                       0.00         18.74       6.64        6.64
 92508   TM GN          013014 013014  2.00     MCD XXXXXXXX                            9817 9918
                                       0.00         18.74       6.64        6.64

   --ICN--         PCN           MRN         SERVICE DATES      BILLED AMT     OTH INS AMT    COPAY AMT      PAID AMT
                                             FROM   TO          ALLOWED AMT    SPENDDOWN AMT  CO-INS CB      OUTPAT DED

 MEMBER NAME: XXXXXXXXXXX                      MEMBER NO.: XXXXXXXXXX
 XXXXXXXXXXXXX  XXXXXXXXXPT                   030713 032113       170.58           0.00          0.00          60.45
                                                                  60.45           0.00          0.00           0.00

 HEADER EOBS:  9817
```

These are all student specific costs generated by individual billing
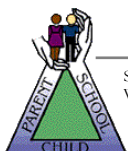
Coding Medicaid Revenue (payment received)

This is the Remittance Summary page. This is the page that identifies the amount that will be booked to either fund 10 or fund 27. In this case, we are looking at revenue received through interim SBS billing, so the payment will be coded to fund 27, source 780.

```
REPORT:   CRA-SUMM-R                      FORWARDHEALTH INTERCHANGE                    DATE:  03/14/2014
  RA#:    9794817                          WISCONSIN FORWARDHEALTH                     PAGE:        32
PAYER:    TXIX                          PROVIDER REMITTANCE ADVICE
                                                 SUMMARY

XXX SCHOOL DISTRICT #1                                                  PAYEE ID     XXXXXXXX   MCD
XXX                                                                     NPI                  XXXXXXXXXX
XXX        "Claims Payments"                                           CHECK/EFT NUMBER     013402389
           refer only to                                              PAYMENT DATE        03/17/2014
           Interim SBS Billing
                                  ----------------------------------CLAIMS DATA----------------------------------
                              CURRENT        CURRENT      MONTH-TO-DATE   MONTH-TO-DATE   YEAR-TO-DATE   YEAR-TO-DATE
                              NUMBER          AMOUNT          NUMBER         AMOUNT          NUMBER         AMOUNT
   CLAIMS PAID                  39          3,405.88           39           3,405.88          80           7,692.11
   CLAIM ADJUSTMENTS             0              0.00            0               0.00           1               0.00
      TOTAL CLAIMS PAYMENTS     39          3,405.88           39           3,405.88          81           7,692.11
   CLAIMS DENIED                 2                              2                             2
   CLAIMS IN PROCESS+            0              0.00

                                  ----------------------------------EARNINGS DATA----------------------------------
   PAYMENTS:
      CLAIMS PAYMENTS                      3,405.88                        3,405.88                       7,692.11
      CAPITATION PAYMENT          This is the   0.00                          0.00   Year-to-Date is        0.00
      NURSE AID REIMBURSEMENTS   amount that is 0.00                          0.00     CALENDAR             0.00
      LEVEL ONE REIMBURSEMENTS    booked as a   0.00                          0.00   year, not fiscal      0.00
      PAYOUTS                     fund 27 revenue 0.00                      3,797.00        year          3,797.00
      ACCOUNTS RECEIVABLE:
         CLAIM SPECIFIC:
            CURRENT CYCLE                        (0.00)                        (0.00)                       (0.00)
            OUTSTANDING FROM PREVIOUS CYCLES     (0.00)                       (20.33)                      (20.33)
            NON-CLAIM SPECIFIC                   (0.00)                    (2,345.16)                   (4,425.00)

   REFUNDS:
            CLAIM SPECIFIC ADJUSTMENT REFUNDS    (0.00)                        (0.00)                       (0.00)
            NON CLAIM SPECIFIC REFUNDS           (0.00)                        (0.00)                       (0.00)

   OTHER FINANCIAL:
            VOIDS                                (0.00)                        (0.00)                       (0.00)

      NET PAYMENT                             3,405.88                      4,837.39                     7,043.78

   NET EARNINGS                              3,405.88                      4,837.39                     7,043.78
```

Under "Payments," all interim SBS payments are identified in the line "Claims Payments." MAC and Cost Settlement amounts will never appear in this line. When determining the amount that gets booked as revenue, always and only look at the amount listed in the claims payment row. Do not refer to the net payment amount at the bottom, as this looks at a net difference between payments and recoupments. LEAs must book both the full payment and the full recoupment, not the net difference between the two.

Also, do not attempt to tie out the Year-to-Date amount listed on the summary report to the amount of interim SBS payments received during a fiscal year. The remittance is calendar year – so this is the amount the LEA has received in interim SBS payments since January 1, not since July 1.

In the next example, we are looking at revenue received through a Medicaid Administrative Claim payment, so the payment will be coded to fund 10, source 780.

```
REPORT:   CRA-BANN-R                      FORWARDHEALTH INTERCHANGE                    DATE:  03/05/2014
  RA#:    9781780                          WISCONSIN FORWARDHEALTH                     PAGE:         2
PAYER:    TXIX                          PROVIDER REMITTANCE ADVICE
                                               BANNER MESSAGES

XXX SCHOOL DISTRICT                                                     PAYEE ID     XXXXXXXX   MCD
XXX                                                                     NPI                  XXXXXXXXXX
XXX                                                                     CHECK/EFT NUMBER     013397447
                                                                       PAYMENT DATE        03/06/2014

   SUBJECT: Medicaid Administrative Claim 2012-13
```

This is the Remittance Summary page.

```
---------------------------------------------CLAIMS DATA---------------------------------------------

                            CURRENT        CURRENT      MONTH-TO-DATE   MONTH-TO-DATE    YEAR-TO-DATE   YEAR-TO-DATE
                            NUMBER         AMOUNT          NUMBER          AMOUNT           NUMBER        AMOUNT
CLAIMS PAID                   0             0.00             0              0.00              27         1,146.18
CLAIM ADJUSTMENTS             0             0.00             0              0.00              0              0.00
   TOTAL CLAIMS PAYMENTS      0             0.00             0              0.00              27         1,146.18
CLAIMS DENIED                 0                              0                                0
CLAIMS IN PROCESS+            0             0.00

                                                  ---------------EARNINGS DATA---------------
PAYMENTS:
   CLAIMS PAYMENTS                           .00                           0.00                         1,146.18
   CAPITATION PAYMENT                        0.00                          0.00                             0.00
   NURSE AID REIMBURSEMENTS                  0.00                          0.00                             0.00
   LEVEL ONE REIMBURSEMENTS                  0.00                          0.00                             0.00
   PAYOUTS                                5,544.00                      5,544.00                        13,592.00
   ACCOUNTS RECEIVABLE:
      CLAIM SPECIFIC:
         CURRENT CYCLE                      (0.00)                        (0.00)                           (0.00)
         OUTSTANDING FROM PREVIOUS CYCLES   (0.00)                        (0.00)                           (0.00)
      NON-CLAIM SPECIFIC                    (0.00)                        (0.00)                           (0.00)

REFUNDS:
      CLAIM SPECIFIC ADJUSTMENT REFUNDS     (0.00)                        (0.00)                           (0.00)
      NON CLAIM SPECIFIC REFUNDS            (0.00)                        (0.00)                           (0.00)


OTHER FINANCIAL:
      VOIDS                                 (0.00)                        (0.00)                           (0.00)


   NET PAYMENT                            5,544.00                      5,544.00                        14,738.18

NET EARNINGS                              5,544.00                      5,544.00                        14,738.18
```

"Payouts" refers only to MAC or Cost Settlement payments

This is the amount that is booked as a fund 10 revenue

Year-to-Date is CALENDAR year, not fiscal year

Under "Payments," all MAC and Cost Settlement payments are identified in the line "Payouts." Interim SBS billing amounts will never appear in this line. When determining the amount that gets booked as revenue, always and only look at the amount listed in the payouts payment row. Do not refer to the net payment amount at the bottom, as it does not necessarily reflect what needs to be booked.

And the year-to-date is the same as the interim SBS billing, you will not be able to tie it out to your ledger because it is reflecting the calendar year and not the fiscal year.

Coding Medicaid Expenditures (recoupment)

Remittance documents are only available in the ForwardHealth portal for 97 days. When a check arrives, you know there has been a remittance generated. But sometimes a remittance is generated, but the LEA never received a check. This is because there was a payment made, but the entire payment was recouped due to a prior over payment. This recoupment transaction must be accounted for by the LEA.

If your district claims from ForwardHealth directly, know when it is being submitted so you know when to look for a remittance. Or, when you receive an e-mail announcement from DHS or DPI stating that MAC or Cost Settlement checks are being processed, make sure to look for a remittance even if your LEA never receives a check.

This chart corresponds with the earlier chart that listed the source coding requirements. This is how to code recoupments – which are expenditures rather than revenue. Much like the revenue, Medicaid recoupments are booked as a fund 27 expense when tied to interim SBS billing and as a fund 10 expense when the recoupment is generated from a MAC or Cost Settlement.

Medicaid Recoupment Type	Expenditure Code
Interim SBS Billing (School Based)	27E 971 492000 019
Medicaid Administrative Claiming (MAC)	10E 971 492000 XXX
Cost Settlement (SBS)	10E 971 492000 XXX

Example 1: Interim SBS Payment with Interim SBS Recoupment

This is an example of an interim SBS payment with an interim SBS recoupment.

```
REPORT:    CRA-HCAD-R                          FORWARDHEALTH INTERCHANGE                          DATE:  02/28/2014
  RA#:     9774631                             WISCONSIN FORWARDHEALTH                            PAGE:         2
PAYER:     TXIX                                PROVIDER REMITTANCE ADVICE
                                            PROFESSIONAL SERVICES CLAIM ADJUSTMENTS

XXX SCHOOL DISTRICT                                                                 PAYEE ID      XXXXXXXX   MCD
XXX                                                                                 NPI           XXXXXXXXXX
XXX                                                                                 CHECK/EFT NUMBER  000000000
                                                                                    PAYMENT DATE      03/03/2014

  --ICN--         PCN          MRN       SERVICE DATES    BILLED AMT     OTH INS AMT    COPAY AMT      PAID AMT
                                         FROM     TO      ALLOWED AMT   SPENDDOWN AMT   CO-INS CB      OUTPAT DED

MEMBER NAME: XXXX                        MEMBER NO.: XXXX
XXXXXXXXXXXXX  XXX     SLP               050713 052813    (212.70)        (0.00)         (0.00)        (76.25)
                                                          (76.25)        (0.00)         (0.00)        (0.00)
XXXXXXXXXXXXX  XX      SLP               050713 052813     212.70          0.00           0.00          30.50
                                                           30.50          0.00           0.00           0.00

ADJUSTMENT EOB:  8222

HEADER EOBS:  0989 9817


                      SERVICE DATES ALLW UNITS RENDERING PROVIDER       PA NUMBER
PROC CD  MODIFERS     FROM    TO    COPAY AMT  BILLED AMT   ALLOWED AMT  PAID AMT    DETAIL EOBS
92507  TM GN          050713 050713   1.50     MCD XXXXXXXX                          9817 9918
                                      0.00         42.54      15.25        15.25
92507  TM GN          051513 051513   1.50     MCD XXXXXXXX                          9817 9918
                                      0.00         42.54      15.25        15.25
92507  TM GN          052113 052113   0.00     MCD XXXXXXXX                          0324 1690 9817
                                      0.00         42.54       0.00         0.00
92507  TM GN          052413 052413   0.00     MCD XXXXXXXX                          0324 1690 9817
                                      0.00         42.54       0.00         0.00
92507  TM GN          052813 052813   0.00     MCD XXXXXXXX                          0324 1690 9817
                                      0.00         42.54       0.00         0.00
                                                          OVERPAYMENT TO BE WITHHELD                   45.75

          TOTAL PROFESSIONAL SERVICE CLAIMS ADJ:          0.00           0.00           0.00          -45.75
                                                         -45.75          0.00           0.00           0.00
TOTAL NO. ADJ:       1
```

Professional Services Claim Adjustments means there is a recoupment from prior interim payments

No Check Number

A recoupment must be booked as an expenditure by the LEA. The LEA does not book a net difference between payment and recoupment. The recoupment is an expenditure and the payment is a revenue.

If it is a recoupment, the header will have the title "Professional Services Claim Adjustments."

In this example, even though a payment date is listed, there is actually no check number – signifying that there was no check because the recoupment amount was equal to or greater than any payment made in this remittance. You must look to the Financial Transactions page to determine the actual recoupment amount.
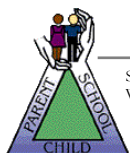
Financial Transaction Page (Interim SBS Payment with Interim SBS Recoupment)

```
----------------------ACCOUNTS RECEIVABLE----------------------
                SETUP    ORIGINAL   RECOUPMENT            REASON  ADJUSTMENT   PREVIOUS    AMOUNT RECOUPED IN
  A/R NUMBER    DATE     AMOUNT     AMOUNT TO DATE  BALANCE CODE   --ICN--     --ICN--       CURRENT CYCLE

0000351155565  071213      76.25        30.50        45.75  8400  5013186004004  2013163017373        30.50

               TOTAL RECOUPMENT          30.50                                                         30.50
```

"Original Amount" is the full amount that must be recouped due to a specific funding type over payment

"Recoupment Amount to Date" is the amount that has been recouped of the original amount

"Balance" is the amount left to be recouped after the current payment has been made

"Amount Recouped in Current Cycle" should correspond with the Financial Transactions page (but do not rely on this number for expenditure information)

This is the Financial Transactions page. If there are any amounts under the "Accounts Receivable" section, there is a recoupment being recorded. The amount under "Original Amount" is the full recoupment amount. This will be recouped from a payment in this remittance (if there were any amounts being paid) or off the next remittance that represents billed amounts.

However, please note, that this is not the data to determine the amount of recoupment expenditure to book. If the payment is not equal to or greater than the recoupment, then only a partial recoupment will occur and only the partial recoupment amount coded as an expenditure. Instead, LEAs must always use the data on the Summary Page to determine amounts of payment and recoupments to book.

The reason why, remember, is that Medicaid amounts are always booked based on the check date (which on this remittance form is called the "Payment Date" at the top of each page). If the amount listed as the "Original Amount" on the Financial Transactions page is booked as an expenditure, it actually is not being paid to DHS on this date unless there is enough Medicaid payment funds to recoup the entire amount.

In this specific example, the "Amount Recouped in Current Cycle" is $30.50 – which means that this remittance represents only a partial recoupment.

In this example, "Original Amount" is the total amount that must be recouped. Based only on this information, you do not know if this amount represents an interim SBS billing recoupment, a MAC or a Cost Settlement overpayment. "Recoupment Amount to Date" is the total amount that has been recouped. This could represent recoupments made from several different payments. The balance is what remains of the original amount after the current payment has been made. In this example, $76.25 is the total recoupment, the amount recouped from this payment is $30.50, which leaves a balance of $45.75 that will come out of a future payment.

Summary Page (Interim SBS Payment with Interim SBS Recoupment)

```
--------------------------------------------EARNINGS DATA--------------------------------------------
PAYMENTS:
    CLAIMS PAYMENTS          This amount gets         30.50              30.50           5,565.71
    CAPITATION PAYMENT    booked as a revenue in       0.00               0.00               0.00
    NURSE AID REIMBURSEMENTS                           0.00               0.00               0.00
    LEVEL ONE REIMBURSEMENTS   fund 27, source 780     0.00               0.00               0.00
    PAYOUTS                                            0.00               0.00          17,845.34
ACCOUNTS RECEIVABLE:
    CLAIM SPECIFIC:
        CURRENT CYCLE                    (30.50)  This amount gets     (30.50)           (30.50)
        OUTSTANDING FROM PREVIOUS CYCLES  (0.00)  booked as an          (0.00)            (0.00)
    NON-CLAIM SPECIFIC                    (0.00)  expenditure in        (0.00)            (0.00)

REFUNDS:
    CLAIM SPECIFIC ADJUSTMENT REFUNDS     (0.00)  fund 27-971-          (0.00)            (0.00)
    NON CLAIM SPECIFIC REFUNDS            (0.00)  492000-019            (0.00)            (0.00)

OTHER FINANCIAL:
    VOIDS                                 (0.00)                        (0.00)            (0.00)

    NET PAYMENT                            0.00                          0.00         23,380.55

NET EARNINGS                              (0.00)                        (0.00)         23,380.55
```

This is the summary page. Because the LEA has a recoupment of $75, the payment amount on this page will get booked as both a revenue and an expenditure.

The LEA's interim SBS payment was $30.50. You know this because it is the amount listed as a "Claims Payment." Because it is listed as a claims payment and not as a payout, it gets coded to fund 27, source 780.

The recoupment amount is listed under "Accounts Receivable." All recoupments will appear under this section. If it is an interim SBS billing recoupment, it will be identified as a "Claim Specific" amount. The entire $30.50 is listed as a claim specific amount. This amount is coded as an expenditure in fund 27. The expenditure is a 971 object, with a function of 492 000, and a project code of 019.

You can see that $30.50 is listed as "current cycle accounts" receivable. The remaining $45 will show up in the next remittance as "Outstanding from Previous Cycles."

Financial Transactions & Summary Page (Interim SBS Recoupment)

This is the financial statement from the district's next remittance. It shows an amount of $76.25 as the original amount, and also as the recoupment amount to date. This is the second remittance, and there is no information listed with the original amount to remind the district that this was from an interim SBS recoupment. But, that can be determined on the summary page.

Financial Transactions Page

```
----------------------------ACCOUNTS RECEIVABLE----------------------------
              SETUP     ORIGINAL    RECOUPMENT              REASON   ADJUSTMENT     PREVIOUS    AMOUNT RECOUPED IN
A/R NUMBER    DATE       AMOUNT    AMOUNT TO DATE  BALANCE   CODE      --ICN--      --ICN--       CURRENT CYCLE
0000351155565 071213      76.25   →   76.25         0.00    8400   5013186004004 2013163017373       45.75

              TOTAL RECOUPMENT          76.25                                                         45.75
```

Summary Page

```
-----------------------------------------EARNINGS DATA-----------------------------------------
PAYMENTS:
   CLAIMS PAYMENTS       This amount gets    113.37              143.87              5,679.08
   CAPITATION PAYMENT                         0.00                0.00                  0.00
   NURSE AID REIMBURSEMENTS  booked as a revenue  0.00            0.00                  0.00
   LEVEL ONE REIMBURSEMENTS                   0.00                0.00                  0.00
   PAYOUTS                in fund 27, source 780  0.00            0.00                 17,845.34
ACCOUNTS RECEIVABLE:
   CLAIM SPECIFIC:                         This amount gets
      CURRENT CYCLE                     (0.00)  booked as an     (0.00)               (0.00)
      OUTSTANDING FROM PREVIOUS CYCLES  (45.75)                  (76.25)              (76.25)
      NON-CLAIM SPECIFIC                (0.00)  expenditure in fund (0.00)            (0.00)
REFUNDS:
   CLAIM SPECIFIC ADJUSTMENT REFUNDS    (0.00)  27-971-492000-019  (0.00)            (0.00)
   NON CLAIM SPECIFIC REFUNDS           (0.00)                   (0.00)              (0.00)

OTHER FINANCIAL:
      VOIDS                              (0.00)                  (0.00)              (0.00)

   NET PAYMENT                          67.62                   67.62               23,448.17

NET EARNINGS                            67.62                   67.62               23,448.17
```

The LEA's interim SBS payment, identified as a claims payment, is $113.37. This entire amount is booked as a source 730 in fund 27. The district can see that $45.75 is listed as "Outstanding from a Previous Claim." To determine the origin of the recoupment, the district must look at prior remittances. The $45.75 is booked as an expenditure in fund 27 with the remittance payment date.

To wrap up, the original recoupment of $75 had two expenditure dates – the first recoupment and then the second recoupment payment date.

Interim SBS Payment with Non-Interim Related Recoupment

This is an example of an interim SBS payment with a MAC or Cost Settlement related overpayment. In this example, the recoupment is greater than the amount paid out in this remittance. In addition, the remittance following this one includes an additional and different recoupment.

This is the Financial Transactions page. Remember, if there are any amounts under the "Accounts Receivable" section that means there is a recoupment being recorded. However, you must look at the Summary Page to determine what type of recoupment this is – and, based on type, which fund it is recorded in.

```
REPORT:   CRA-TRAN-R                      FORWARDHEALTH INTERCHANGE              DATE: 02/21/2014
   RA#:   9764737                          WISCONSIN FORWARDHEALTH              PAGE:        16
  PAYER:  TXIX                            PROVIDER REMITTANCE ADVICE
                                            FINANCIAL TRANSACTIONS

XXX SCHOOL DISTRICT                                                    PAYEE ID     XXXXXXXX  MCD
XXX                                                                    NPI                    XXXXXXXXXX
XXX                                                                    CHECK/EFT NUMBER  000000000
                                                                       PAYMENT DATE     02/24/2014

              ---------------NON-CLAIM SPECIFIC PAYOUTS TO PAYEE---------------

TRANSACTION      PAYOUT      REASON   SERVICE DATE    RELATED
  NUMBER         AMOUNT       CODE    FROM    THRU   PROVIDER ID

               NO NON-CLAIM SPECIFIC PAYOUTS TO PAYEE

              -------------NON-CLAIM SPECIFIC REFUNDS FROM PAYEE-------------

TRANSACTION      REFUND      REASON   CHECK     RECEIPT
  NUMBER         AMOUNT       CODE    NUMBER     DATE

               NO NON-CLAIM SPECIFIC REFUNDS FROM PAYEE

              ----------------------ACCOUNTS RECEIVABLE----------------------
               SETUP      ORIGINAL   RECOUPMENT           REASON  ADJUSTMENT  PREVIOUS  AMOUNT RECOUPED IN
A/R NUMBER     DATE        AMOUNT   AMOUNT TO DATE  BALANCE  CODE   --ICN--    --ICN--    CURRENT CYCLE

XXXXXXXXXXXXX  013114    4,425.00    2,079.84    2,345.16   0830                           2,079.84

               TOTAL RECOUPMENT     2,079.84                                              2,079.84
```

Summary Page (Interim SBS Payment with MAC or Cost Settlement Recoupment)

```
-----------------------------------------EARNINGS DATA-----------------------------------------
PAYMENTS:
    CLAIMS PAYMENTS          This amount gets  2,079.84              2,079.84              4,286.23
    CAPITATION PAYMENT                   0.00                            0.00                  0.00
    NURSE AID REIMBURSEMENTS booked as a revenue 0.00                   0.00                  0.00
    LEVEL ONE REIMBURSEMENTS                0.00                         0.00                  0.00
    PAYOUTS                 in fund 27, source 780 0.00                  0.00                  0.00
    ACCOUNTS RECEIVABLE:
        CLAIM SPECIFIC:
            CURRENT CYCLE                      (0.00)  The $2,079 is a   (0.00)                (0.00)
            OUTSTANDING FROM PREVIOUS CYCLES   (0.00)  cost settlement   (0.00)                (0.00)
    NON-CLAIM SPECIFIC                      (2,079.84) recoupment.   (2,079.84)            (2,079.84)

    REFUNDS:                                          This amount is
        CLAIM SPECIFIC ADJUSTMENT REFUNDS      (0.00)  coded to fund   (0.00)                (0.00)
        NON CLAIM SPECIFIC REFUNDS             (0.00)  10-971-492000   (0.00)                (0.00)

    OTHER FINANCIAL:
        VOIDS                                  (0.00)                    (0.00)                (0.00)

    NET PAYMENT                                 0.00                      0.00              2,206.39

NET EARNINGS                                   (0.00)                    (0.00)              2,206.39
```

The LEA's interim SBS payment was $2,079.84. This is known because it is the amount listed as a "Claims Payment." Because it is listed as a claims payment and not as a payout, it gets coded to fund 27, source 780.

Next, you see that the recoupment amount is listed as "non-claim specific." This identifies the recoupment as being either a MAC or Cost Settlement over payment. The only way to know if this is a MAC or Cost Settlement recoupment is to look at the most recent statement provided by PCG. Regardless of type, because it is non-interim SBS billing, it is coded to fund 10. The expenditure would be fund 10, object 971, function 492 000.

In this example, the amount to be recouped was greater than the payment amount. No check was issued and the remaining amount to be recouped will come from the next payment.

Financial Transactions Page (MAC Payment with Interim and Cost Settlement Recoupment)

This is the LEA's next remittance, and the banner message stated that the remittance was for a MAC payment. The original $4,425 cost settlement recoupment, identified on the last interim SBS payment remittance, is listed. But now there is a second recoupment of $20.33. Until you look at the summary page, you will not know if this is a cost settlement recoupment or an interim SBS billing recoupment.

```
-----------------------ACCOUNTS RECEIVABLE----------------------
                SETUP     ORIGINAL    RECOUPMENT              REASON   ADJUSTMENT    PREVIOUS    AMOUNT RECOUPED IN
A/R NUMBER      DATE      AMOUNT      AMOUNT TO DATE  BALANCE CODE     --ICN--       --ICN--     CURRENT CYCLE

XXXXXXXXXXXXX   013114    4,425.00    4,425.00        0.00    0830                                 2,345.16
XXXXXXXXXXXXX   022814       20.33       20.33        0.00    8400     XXXXXXXXXXXX  XXXXXXXXXXXX      20.33

                TOTAL RECOUPMENT       4,445.33                                                    2,365.49
```

There will be a separate line item for each recoupment

Summary Page (MAC Payment with Interim SBS and Cost Settlement Recoupment)

```
-------------------------------------------CLAIMS DATA-------------------------------------------
                         CURRENT        CURRENT      MONTH-TO-DATE   MONTH-TO-DATE   YEAR-TO-DATE    YEAR-TO-DATE
                         NUMBER         AMOUNT          NUMBER          AMOUNT          NUMBER          AMOUNT
CLAIMS PAID                0             0.00             0             0.00             41            4,286.23
CLAIM ADJUSTMENTS          0             0.00             0             0.00              1                0.00
   TOTAL CLAIMS PAYMENTS   0             0.00             0             0.00             42            4,286.23
CLAIMS DENIED              0                              0                               0
CLAIMS IN PROCESS+         0             0.00

-------------------------------------------EARNINGS DATA-----------------------------------------
PAYMENTS:
   CLAIMS PAYMENTS                       0.00                           0.00                           4,286.23
   CAPITATION PAYMENT                    0.00                           0.00                               0.00
   NURSE AID REIMBURSEMENTS              0.00                           0.00                               0.00
   LEVEL ONE REIMBURSEMENTS              0.00                           0.00                               0.00
   PAYOUTS                            3,797.00                       3,797.00                           3,797.00
   ACCOUNTS RECEIVABLE:
   CLAIM SPECIFIC:
      CURRENT CYCLE                     (0.00)                         (0.00)                            (0.00)
      OUTSTANDING FROM PREVIOUS CYCLES (20.33)                        (20.33)                           (20.33)
      NON-CLAIM SPECIFIC            (2,345.16)                     (2,345.16)                        (4,425.00)

REFUNDS:
      CLAIM SPECIFIC ADJUSTMENT REFUNDS (0.00)                         (0.00)                            (0.00)
      NON CLAIM SPECIFIC REFUNDS        (0.00)                         (0.00)                            (0.00)

OTHER FINANCIAL:
      VOIDS                             (0.00)                         (0.00)                            (0.00)

   NET PAYMENT                       1,431.51                       1,431.51                           3,637.90

NET EARNINGS                         1,431.51                       1,431.51                           3,637.90
```

$3,797 gets booked as a revenue in fund 10, source 780

$20.33 gets booked as an expenditure to 27-971-492000-019

$2,345.16 gets booked as an expenditure to 10-971-492000

First, let's start with the payment. The **$3,797** is listed as a "payout" and not a "claims payment," so we know it is not an interim SBS payment and is thus coded to fund 10, source 780.

Next, the **$20.33** is listed under "Accounts Receivable," "Claim Specific," "Outstanding from Previous Cycles," which means we have now identified it as an interim SBS recoupment (because it is listed under "Claim Specific"). Since it is tied to an interim SBS payment, it gets coded as an expenditure in fund 27.

The **$2,345.16** in the "Non-Claim Specific" field is the remaining amount of the cost settlement recoupment. Since it is not tied to an interim payment, it gets coded as an expenditure in fund 10.

This was an example of how there can be several transactions in one remittance. A revenue was coded to fund 10, an expenditure coded to fund 27, and the final expenditure coded to fund 10.

For additional information, please see:

Accounting Issues and Coding Examples

Webinar Slides