

## Therap Billing Module

### Method of Data Collection (MODC) Information

In Therap, the Method of Data Collection (MODC) determines which module and process will be utilized for the entry of billing data. Every billable service has been assigned its own MODC in Therap. Currently, there are three distinct methods of data collection:

- Attendance
- Electronic Visit Verification (EVV)
- Billing Data Input

*Please Note:* This information is applicable to providers using Therap as their billing documentation system. If a 3<sup>rd</sup> party system is being used for the entry of billing data, some of these specific processes may vary. Providers can contact [tnsupport@therapservices.net](mailto:tnsupport@therapservices.net) for support.

**\*\*A provider can review a report of their approved services and the correlating MODC by navigating to the Agency Reports tab in Therap, selecting View next to Report Library, and then searching for the *Provider Authorized Service Detail Report*. A full listing of DDA services with the MODC can be found on our [Therap webpage](#), under Billing Information and Guidance.**

### 1) Attendance

All services with the Attendance MODC will be documented via the Attendance module. Each service in this category has also been assigned an Attendance Type, to distinguish how the billing data will be entered within the module. The majority of 1915c services will be billed through the Attendance module. The different Attendance Types are as follows:

#### a) Daily Attendance

For Daily Attendance, users will have the option to enter Present or Absent for each individual per day. If Present is selected, 1 billing unit will be generated for that day. *Note:* It is not required for providers to enter Absent for days not being billed.

*Examples of services utilizing Daily Attendance:* Family Model, Residential Habilitation, and Supported Living

#### b) Direct Billing Unit from Attendance

For Direct Billing Unit from Attendance, users will have the option to enter Present or Absent for each individual per day. If Present is selected, users will be able to enter the number of units delivered for that day.

*Examples of services utilizing Direct Billing Unit from Attendance:* Community Participation, Facility-Based Day, and Intermittent Employment and Community Participation Wraparound

#### c) Time Entry Attendance

For Time Entry Attendance, users will have the option to enter Present or Absent for each individual per day. If Present is selected, users will need to enter the 'time in' and 'time out' for each day.

Multiple time entries can be documented for one day, and the system will combine the total time logged and convert to billing units. For any duration that is 8 minutes or more, the system will round up to the nearest unit.

*Examples of services utilizing Time Entry Attendance: Hospital Attendant*

#### **d) Therapy Equipment Training (through Attendance)**

For Therapy Equipment Training, users will have the option to select Enter Billing Unit for each individual per day. For the days selected, users will be able to enter the number of units delivered for that day.

*Examples of services utilizing Therapy Equipment Training: Occupational Therapy Equipment Training and Physical Therapy Equipment Training*

## **2) Electronic Visit Verification (EVV)**

Certain services such as Personal Assistance, Respite, Nursing, and Therapies are federally required to be documented via the EVV module. Providers are already documenting these services in the Therap EVV module, and will continue to do so. After July 1, 2024, a provider will be able to convert their EVV logged time into billable units, via EVV Billing Conversion. There are two EVV Types in place for conversion:

#### **a) EVV Quarter Hour**

For EVV Quarter Hour services, the system will automatically combine all durations per day, and will calculate the units based on the number of 15 minute increments. For every 15 minutes, 1 unit will be calculated during billing. For any duration that is 8 minutes or more, the system will round up to the nearest unit.

*Examples of services utilizing EVV Quarter Hour: Nursing, Personal Assistance, and QTRHR Respite*

#### **b) EVV Daily**

For EVV Daily services, the system will automatically generate 1 unit for the day, regardless of service duration.

*Examples of services utilizing EVV Daily: Occupational Therapy Assessment, Physical Therapy Assessment, and Daily Respite*

## **3) Billing Data Input**

The Billing Data Input MODC will be used for cost-based services, and information will be entered directly into the Billing Data module. Some of the services in this category are: Enabling Technology, Minor Home Modifications, and Specialized Medical Equipment. For example, if a provider has an invoice for a Specialized Medical Equipment totaling \$568.24, this amount can be entered into the Billing Data module.

*Examples of services utilizing Billing Data Input: Enabling Technology, Minor Home Modifications, and Specialized Medical Equipment*