

NEBRASKA DEPARTMENT OF HEALTH AND HUMAN SERVICES

# GUIDANCE DOCUMENT

“This guidance document is advisory in nature but is binding on an agency until amended by such agency. A guidance document does not include internal procedural documents that only affect the internal operations of the agency and does not impose additional requirements or penalties on regulated parties or include confidential information or rules and regulations made in accordance with the Nebraska Administrative Procedure Act. If you believe that this guidance document imposes additional requirements or penalties on regulated parties, you may request a review of the document.”

Pursuant to  
Neb. Rev. Stat. § 84-901.03



## PROVIDER BULLETIN

No. 18-03

Date: June 4, 2018

TO: Medicaid HCBS DD Independent Service Providers

FROM: Courtney Miller, Director  
Division of Developmental Disabilities *CM*

BY: Katie Weidner, Program Manager

RE: Use of Therap for Attendance and Billing/Claims

This bulletin is to inform all Medicaid HCBS DD Independent Service Providers that use of Therap for attendance and billing/claims is **REQUIRED** effective August 1, 2018. After this date, no paper claims/billing will be accepted.

Attendance (time in-time out) is required for all billing codes. Present/absent timekeeping will no longer be acceptable for billing. All providers must specifically enter the exact time in and out for every billed code. More information about how to enter attendance and billing/claims can be found at:

<https://www.therapservices.net/supportresources/ne-independentproviders/DocumentingServices-EnteringAttendance.pdf>

In order to enter attendance and billing, the service authorization must be acknowledged. Information about how to do this and other frequently asked questions may be found here:

<https://www.therapservices.net/supportresources/ne-independentproviders/Nebraska-Independent-Providers-FAQ-180402.pdf>

Questions about how to use Therap for this purpose may be directed to Tracy Linko at 307-699-3276 or [Tracy.Linko@therapservices.net](mailto:Tracy.Linko@therapservices.net).

If you have questions regarding this provider bulletin, please contact Katie Weidner, Provider Relations Program Manager at [Katie.Weidner@nebraska.gov](mailto:Katie.Weidner@nebraska.gov) or 402-471-8716.