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Research Billing Buzz

A Newsletter of the Office of Clinical Research Billing Compliance

Volume 2 May 2019

CRBC's *New Study Review*

In this Issue

CRBC's "New Study Review"

- What happens?
- What can you do?

In a Nutshell

The purpose of the *New Study Review* (NSR) is to analyze studies when they start accuring participants and charges are new to CRBC. The main goal is to evaluate the validity of the charges against the Prospective Reimbursement Analysis(PRA), compliance with the Clinical Research Management System (CRMS), the Epic encounter/order linking mandate, and clarify any questions related to the billing for the study.

What Happens?

When a study starts enrolling participants and charges are holding for CRBC's review, the study is assigned to a Clinical Research Billing Analyst. The Analyst will review the charges against the documentation in Epic, and the PRA. At this point, you will also get an email from CRBC with information about how important it is to use CRMS, helpful TipSheets about encounter and order linking, and other relevant information.

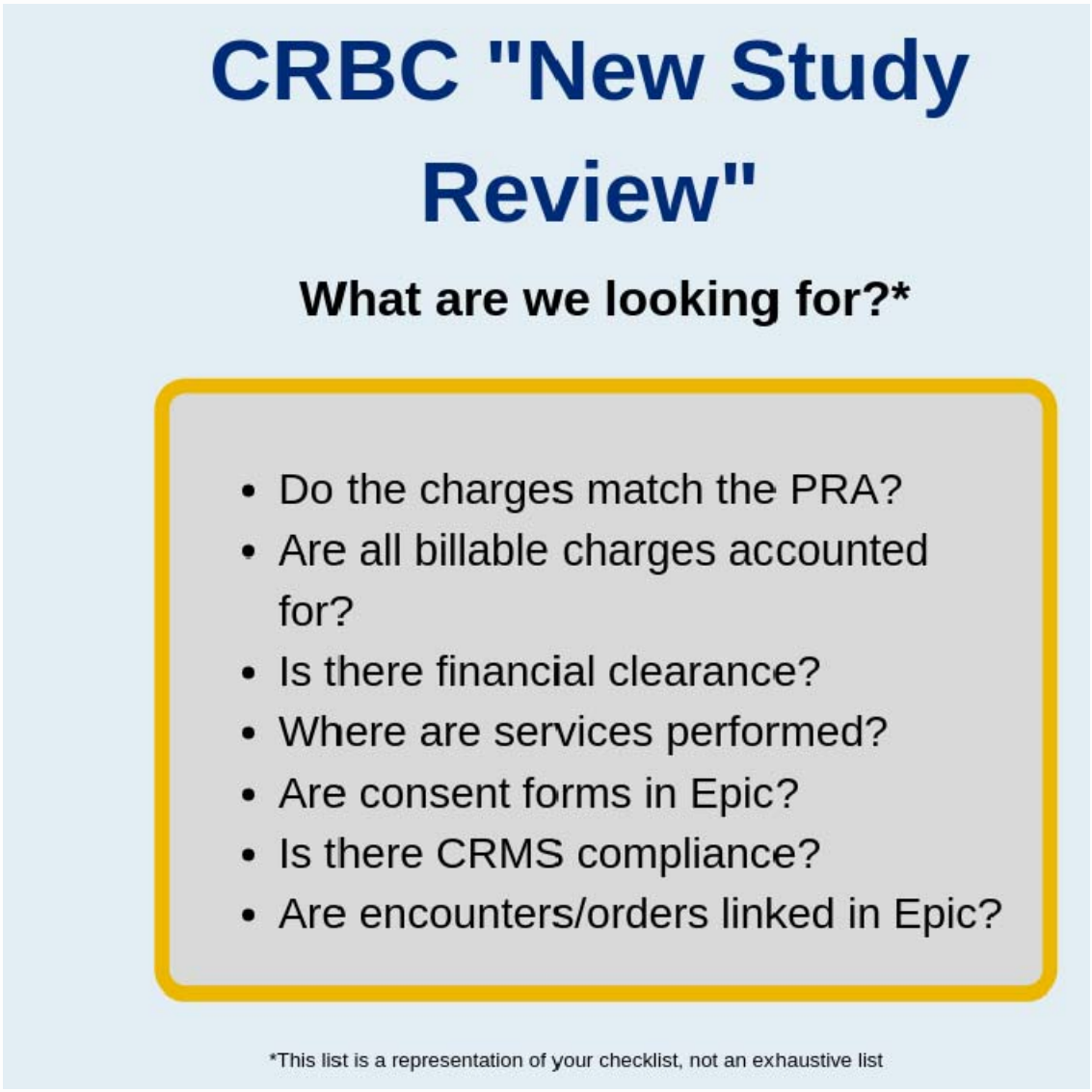
What are we looking for?

CRBC staff reviews the charges, matching them to the services in the PRA and the encounter/order data and notes in Epic.

For instance, if the PRA states that the participant will have at screening one of each of these: ECG, CBC, CMP and a physical exam, we are looking for all of these items/services to be billed and documented in Epic. If they are not, you will get an email from one of our Analysts.

We use an extensive checklist to ensure research billing compliance that includes – among other things:

- Compliance with financial clearance submission and approval
- Documentation requirements, especially for charges billable to insurance
- Compliance with use and prompt updating of CRMS participant information
- Physical location were study services are performed



How do we find it?

We find information about the study and the billing using these documents and systems and needed: the PRA, the consent form and protocol in the eIRB, the Epic system, CRMS and billing standards and regulations.

What Can You Do?

Please be open for questions from our Analysts and be our partner in making sure that your participants do not receive a bill and that the institution remains compliant with federal regulations.

The PRA for your study is extremely important, therefore, take the time to

review it and make sure you understand it thoroughly before approving it. Also, remember that if the PRA states that a service is billable to insurance, then we need to see documentation that justifies medical necessity and a valid clinical diagnosis.

Need Help?

If you need help, have questions or want to suggest topics for future newsletters you can email us at:

CLINIRESBILLING@exchange.johnshopkins.edu

Please feel free to forward this eNewsletter to your study team and have them sign up to receive it here

For more information, visit the **Research Revenue Cycle Website**

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