

Nurse Home Visitor Program **(Targeted Case Management)**

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Nurse Home Visitor Program

(Targeted Case Management)

The Nurse Home Visitor Program (NHVP) is a program available to first-time pregnant women or women whose first child is less than one month old and who are at or below 200% of the Federal Poverty Level. ("First-time" is defined as no previous live birth; Health First Colorado (Colorado's Medicaid Program) only reimburses for services for Health First Colorado-eligible members.) Participating sites must be certified by the Colorado Department of Human Services (CDHS) as NHVP providers.

Reimbursement for targeted case management (TCM) services is available through this program when provided to Health First Colorado-eligible women who are pregnant with their first child (or have had no previous live birth), and the mother and child up to the child's 2nd birthday.

Nurse Home Visitor Program providers must be enrolled as Health First Colorado providers in order to receive Health First Colorado reimbursement for TCM activities. Reimbursement is provided on a fee-for-service (FFS) basis. Fee-for-service reimbursement for TCM services provided by a NHVP provider is also available for members enrolled in a managed care program. Providers should refer to the Code of Colorado Regulations, [Program Rules](#) (10 CCR 2505-10), for specific information regarding NHVP services.

Targeted Case Management Guidance

Targeted Case Management (TCM) includes four core activities:

- Assessment of the first-time pregnant woman and her first child's needs for health, mental health, social services, education, housing, childcare and related services
- Development of care plans to obtain the needed services
- Referral to resources to obtain the needed services, including medical providers who provide care to a first-time pregnant woman and her first child
- Routine monitoring and follow-up visits with the women where progress in obtaining the needed services is monitored, problem-solving assistance is provided and the care plans are revised to reflect the woman's and child's current needs

It is not necessary to provide all four components at every visit. However, in order to bill for TCM, at least one of the components must be provided to or on behalf of the member. The "member," in the context of this billing manual, refers to the Health First Colorado enrollee to whom or on behalf of whom the TCM is being provided. (For example, in the context of this billing manual, if/when the mother becomes ineligible for Health First Colorado, she is no longer a "member.")

Examples of TCM include:

- Discussions with providers, school counselors, etc. about assessments, progress, referrals
- Discussions with member's (mom or baby) family members about progress of the member, etc. (member can be present or not)
- Communication with the mother about meeting the needs of the child
- Time spent finding/researching appropriate referrals for a member based on assessments

Examples of services that are not TCM:

- Direct care/services
- Education
- Driving to visits
- Transporting the member

- Case conferencing with other Nurse Home Visitors/supervisors not directly involved with the member
- Billing activities and data entry
- Time spent charting

When billing TCM for the mother using the mother's Health First Colorado ID, the TCM services provided must be directly related to assessment of the mother's needs, development of the mother's care plan, referrals to resources that will aid in meeting the needs of the mother, or routine monitoring and follow-up of the mother's progress in meeting her needs and achieving her goals.

When billing TCM for the child using the child's ID, the TCM services provided must be directly related to assessment of the child's needs, development of the child's care plan, referrals to resources that will aid in meeting the needs of the child, or routine monitoring and follow-up of the family's progress in meeting the identified needs of the child.

Documentation in Member Records

Every claim for TCM reimbursement must be supported by clear evidence in the member's record/chart. In order for TCM reimbursement to be claimed for any given member, date, or unit amount, corresponding evidence must exist in the member's record.

Elements that should be easily identifiable by an external reviewer include:

- Evidence that at least one component of TCM was provided;
- The Health First Colorado member to whom or on behalf of whom the TCM was provided (If the claim is billed using the child's Health First Colorado ID, the child's name must be evident on the record.);
- The specific dates of service on which the TCM was rendered; and
- The amount of time spent providing TCM (either an actual notation of time or a description of services comprehensive enough that time spent providing TCM could be accurately estimated).

The notations in the chart should support the number of units billed. For instance, if two units of TCM are billed but the only notation in the chart reads, "Referred member to WIC," that notation does not necessarily support the number of units billed. A more complete reference that may more fully support the number of billed units could be, "Spoke with member about quantity and variety of food in household, assessed member for adequate nutrition standards, referred member to WIC to meet nutrition needs."

Targeted Case Management services provided to or on behalf of the mother should be billed using the mother's Health First Colorado ID and the notations in the chart should support that the services were provided to or on behalf of the mother. Targeted Case Management services provided to or on behalf of the child should be billed using the child's Health First Colorado ID and evidence in the chart should support that the services were provided to or on behalf of the child. Services provided to or on behalf of the mother after she is no longer eligible for Health First Colorado are not billable to Health First Colorado and may not be billed using the child's Health First Colorado ID. For every claim submitted using the child's Health First Colorado ID, evidence in the chart supporting this claim and unit amount should specifically describe TCM services provided to or on behalf of the child.

Even if span billing is used (see the *Span Billing* section below), there must be evidence in the member's chart of specific services and specific dates of service.

Billing Information

Refer to the [General Provider Information manual](#) for general billing information.

Enrollment and Participation

Participating providers must be certified by the CDHS as NHVP providers. Nurse Home Visitor Program providers must meet established program training requirements, program protocols, program management information systems requirements, and program evaluation requirements for research-based model programs that have demonstrated significant reductions in: infant behavioral impairments, the number of reported incidents of child abuse and neglect, the number of subsequent pregnancies, receipt of public assistance, and criminal activity.

All NHVP services must be provided by a registered nurse. Nurse home visitors must be licensed as professional nurses pursuant to Article 38 of Title 12, C.R.S., or accredited by another state or voluntary agency that the state board of nursing has identified by rule pursuant to Section 12-38-108(1)(a), C.R.S., as one whose accreditation may be accepted in lieu of board approval. Nurse supervisors are required to be nurses with Master's degrees in nursing or public health, unless the implementing entity can demonstrate that such a person is either unavailable within the community or an appropriately qualified nurse without a Master's degree is available.

The rendering nurses must be enrolled as Health First Colorado providers, and the rendering nurses' NPI must be affiliated with the billing provider under which the NHVP claims are submitted.

Procedure/HCPCS Codes Overview

The codes used for submitting claims for services provided to Health First Colorado members represent services that are approved by the Centers for Medicare and Medicaid Services (CMS) and services that may be provided by an enrolled Health First Colorado provider.

The Healthcare Common Procedural Coding System (HCPCS) is divided into two principal subsystems, referred to as level I and level II of the HCPCS.

Level I of the HCPCS is comprised of Current Procedural Terminology (CPT), a numeric coding system maintained by the American Medical Association (AMA).

The CPT is a uniform coding system consisting of descriptive terms and identifying codes that are used primarily to identify medical services and procedures furnished by physicians and other health care professionals.

Level II of the HCPCS is a standardized coding system that is used primarily to identify products, supplies, and services not included in the CPT codes, such as ambulance services and durable medical equipment, prosthetics, orthotics, and supplies (DMEPOS) when used outside a physician's office. Level II codes are also referred to as alpha-numeric codes because they consist of a single alphabetical letter followed by four numeric digits, while CPT codes are identified using five numeric digits.

NHVP Procedure/Diagnosis Coding

NHVP Procedure Coding

Target Case Management services may be provided to, or on behalf of, **the woman** during the prenatal period and through the month of the first child's second birthday during any month in which the woman is Health First Colorado-eligible. Targeted Case Management services provided to, or on behalf of, the woman must be billed on a separate claim from TCM services provided to, or on behalf of, the child. The following procedure code may be billed for TCM services provided to, or on behalf of, the woman:

Code	Description	Prior Authorization
G9006	Coordinated care fee, home monitoring	No PA

Targeted Case Management services may be provided to, or on behalf of, **the child** through the month of his/her second birthday during any month in which the child is Health First Colorado-eligible. Targeted Case Management services provided to, or on behalf of, the child must be billed on a separate claim from TCM services provided to, or on behalf of, the woman. The following procedure code may be billed for TCM services provided to, or on behalf of, the child:

Code	Description	Prior Authorization
T1017	Targeted case management, each 15 minutes	No PA

Modifiers

All claims for TCM services provided through NHVP must include one of the procedure codes listed above **plus the HD modifier**, signifying that the services are part of a pregnant/parenting women's program. Claims submitted without this modifier will be denied.

Maximum Allowable Units of Service

Reimbursement for TCM provided through NHVP is made on a per-unit basis, where one (1) unit is equal to fifteen (15) minutes. A **maximum of fifteen (15) units of service** will be reimbursed in any calendar month per mother/child couple. The maximum 15 units per calendar month may be divided between the mother and child if both are Health First Colorado-eligible in the same month.

The maximum 15 units of service may be provided in the home/off-site setting, in the office, or a combination of both home/off-site and office.

Time spent on TCM should be rounded to the nearest whole unit. For example, if 5 minutes of TCM are provided, no units may be billed. If 10 minutes of TCM are provided, 1 unit may be billed. If 23 minutes of TCM are provided, 2 units may be billed.

Place of Service

TCM Services in the Home or Off-Site Setting

Each NHVP provider agency has an agency-specific reimbursement rate for TCM services provided in the member's home or other off-site setting (such as the member's school, work, or any other location to which the nurse home visitor must travel). This agency-specific reimbursement rate includes a calculation to account for mileage costs. **All TCM services provided at a location other than the NHVP provider office must be billed using Place of Service Code 12 (Home).**

TCM Services in the Office Setting

All NHVP provider agencies are reimbursed the same rate for TCM services provided to, or on behalf of, the woman and/or the child when those services take place at the NHVP provider offices. All TCM services that take place at the office **must be billed using a Place of Service Code other than 12**, signifying that the services were rendered in a setting that did not require the nurse home visitor to travel. **Alternative Place of Service Codes include but are not limited to 11 (Office), 50 (Federally Qualified Health Center – FQHC), and 72 (Rural Health Center – RHC).**

Home/Off-Site TCM and Office TCM Provided on the Same Date of Service or Span*

If Home/Off-Site TCM and Office TCM are provided to a member on the same date of service or span, two line items must be used, each with the appropriate Place of Service code. Modifier **HD** should be

used on both line items. Additionally, Modifier **76** ("Repeat procedure or service") must be used as the second modifier on the second line item. If Modifier 76 is not used on the second line item, the second line item will be denied as a duplicate. When the claim is processed, the MMIS suspects that a service is being duplicated when it identifies two line items with the same date of service or span and with the same procedure code, regardless of the difference in the place of service. Modifier 76 must be used on the second line item to signal that it is indeed a separate service from the first line item.

Example:

Home and Office TCM on Same Date	Line 1	Line 2
2 units of Home TCM on 10/6/16 1 unit of Office TCM on 10/6/16	From Date:10/6/16 To Date: 10/6/16 Place of Service: 12 Units: 2 Modifier(s): HD	From Date: 10/6/16 To Date: 10/6/16 Place of Service: 11 Units: 1 Modifier(s): HD + 76

*See the following for information on span billing.

NHVP Diagnosis Coding

Diagnosis codes that are appropriate for this program include but are not limited to the following:

Member Description and Stage	Diagnosis Code	Diagnosis Code Description
Pregnant Woman	Z34.00	Encounter for supervision of normal first pregnancy, unspecified trimester
	Z34.01	Encounter for supervision of normal first pregnancy, first trimester
	Z34.02	Encounter for supervision of normal first pregnancy, second trimester
	Z34.03	Encounter for supervision of normal first pregnancy, third trimester
	Z34.80	Encounter for supervision of other normal pregnancy, unspecified trimester
	Z34.81	Encounter for supervision of other normal pregnancy, first trimester
	Z34.82	Encounter for supervision of other normal pregnancy, second trimester
	Z34.83	Encounter for supervision of other normal pregnancy, third trimester
	Z34.90	Encounter for supervision of normal pregnancy, unspecified, unspecified trimester

Member Description and Stage	Diagnosis Code	Diagnosis Code Description
	Z34.91	Encounter for supervision of normal pregnancy, unspecified, first trimester
	Z34.92	Encounter for supervision of normal pregnancy, unspecified, second trimester
	Z34.93	Encounter for supervision of normal pregnancy, unspecified, third trimester
	O09.00	Supervision of pregnancy with history of infertility, unspecified trimester
	O09.01	Supervision of pregnancy with history of infertility, first trimester
	O09.02	Supervision of pregnancy with history of infertility, second trimester
	O09.03	Supervision of pregnancy with history of infertility, third trimester
	O09.10	Supervision of pregnancy with history of ectopic or molar pregnancy, unspecified trimester
	O09.11	Supervision of pregnancy with history of ectopic or molar pregnancy, first trimester
	O09.12	Supervision of pregnancy with history of ectopic or molar pregnancy, second trimester
	O09.13	Supervision of pregnancy with history of ectopic or molar pregnancy, third trimester
	O09.291	Supervision of pregnancy with other poor reproductive or obstetric history, first trimester
	O09.40	Supervision of pregnancy with grand multiparity, unspecified trimester
	O09.41	Supervision of pregnancy with grand multiparity, first trimester
	O09.42	Supervision of pregnancy with grand multiparity, second trimester
	O09.43	Supervision of pregnancy with grand multiparity, third trimester

Member Description and Stage	Diagnosis Code	Diagnosis Code Description
Mother from Delivery through ~2-3 Months Postpartum	Z39.2	Encounter for routine postpartum follow-up
Mother After ~2-3 Months Postpartum to Child's 2 nd Birthday	Z02.9	Encounter for administrative examinations, unspecified
Child – Infancy through 2 nd Birthday	Z76.2	Encounter for health supervision and care of other healthy infant and child

Billing for Members with Commercial Insurance and Health First Colorado

Targeted case management services provided under the NHVP are exempt from commercial billing requirements. This means that when a member has both commercial insurance and Health First Colorado, NHVP providers are not required to submit claims to commercial payers prior to billing Health First Colorado.

Span Billing

Span billing is an alternative method for billing NHVP services. Span billing is a method of billing for one service provided to the same member over a period of time as one line item, rather than billing each encounter separately with individual dates of service. For instance, if TCM was provided to the same member on three different dates of service, a span of dates can be entered in the "From Date" field and the "To Date" field on one line item, rather than billing three line items for each separate date of service.

Examples:

Span Scenario 1	Line 1	Line 2
4 units of Home TCM on 10/2/16 5 units of Home TCM on 10/23/16 No Office TCM provided	From Date: 10/1/16 or 10/2/16 To Date: 10/23/16 or 10/31/16 Place of Service: 12 Units: 9 Modifier(s): HD	
Span Scenario 2	Line 1	Line 2
2 units of Home TCM on 10/6/16 1 unit of Office TCM on 10/6/16 3 units of Home TCM on 10/16/16 2 units of Office TCM on 10/21/16	From Date: 10/1/13 or 10/6/16 To Date: 10/21/13 or 10/31/16 Place of Service: 12 Units: 5 Modifier(s): HD	From Date: 10/1/16 or 10/6/16 To Date: 10/21/16 or 10/31/16 Place of Service: 11 Units: 3 Modifier(s): HD + 76

The span "From Date" and the span "To Date" should be within the same month (10/1/16 – 10/31/16; not 10/15/16 – 11/15/16).

No other claims for that member for that service with dates of service within the span can be processed once the span claim has been submitted. If additional units of the service need to be billed during the span dates after the original span claim has been submitted, the original span claim must be adjusted to add the units. A new claim with the additional units cannot be processed.

CMS 1500 Paper Claim Instructional Reference Table

Nurse Home Visitor Program claims are submitted on the CMS 1500 Claim Form. The following paper claim form reference table shows required, optional, and conditional fields and detailed field completion instructions.

CMS Field #	Field Label	Field is?	Instructions
1	Insurance Type	Required	Place an "X" in the box marked as Medicaid.
1a	Insured's ID Number	Required	Enter the member's Health First Colorado seven-digit Medicaid ID number as it appears on the Medicaid Identification card. Example: A123456.
2	Patient's Name	Required	Enter the member's last name, first name, and middle initial.
3	Patient's Date of Birth / Sex	Required	Enter the member's birth date using two digits for the month, two digits for the date, and two digits for the year. Example: 070115 for July 1, 2015. Place an "X" in the appropriate box to indicate the sex of the member.
4	Insured's Name	Conditional	Complete if the member is covered by a Medicare health insurance policy. Enter the insured's full last name, first name, and middle initial. If the insured used a last name suffix (e.g., Jr, Sr), enter it after the last name and before the first name.
5	Patient's Address	Not Required	
6	Patient's Relationship to Insured	Conditional	Complete if the member is covered by a commercial health insurance policy. Place an "X" in the box that identifies the member's relationship to the policyholder.
7	Insured's Address	Not Required	
8	Reserved for NUCC Use		
9	Other Insured's Name	Conditional	If field 11d is marked "YES", enter the insured's last name, first name and middle initial.
9a	Other Insured's Policy or Group Number	Conditional	If field 11d is marked "YES", enter the policy or group number.

CMS Field #	Field Label	Field is?	Instructions
9b	Reserved for NUCC Use		
9c	Reserved for NUCC Use		
9d	Insurance Plan or Program Name	Conditional	If field 11d is marked "YES", enter the insurance plan or program name.
10a-c	Is Patient's Condition Related to?	Conditional	When appropriate, place an "X" in the correct box to indicate whether one or more of the services described in field 24 are for a condition or injury that occurred on the job, as a result of an auto accident or other.
10d	Reserved for Local Use		
11	Insured's Policy, Group or FECA Number	Conditional	Complete if the member is covered by a Medicare health insurance policy. Enter the insured's policy number as it appears on the ID card. Only complete if field 4 is completed.
11a	Insured's Date of Birth, Sex	Conditional	Complete if the member is covered by a Medicare health insurance policy. Enter the insured's birth date using two digits for the month, two digits for the date and two digits for the year. Example: 070115 for July 1, 2015. Place an "X" in the appropriate box to indicate the sex of the insured.
11b	Other Claim ID	Not Required	
11c	Insurance Plan Name or Program Name	Not Required	
11d	Is there another Health Benefit Plan?	Conditional	When appropriate, place an "X" in the correct box. If marked "YES", complete 9, 9a and 9d.
12	Patient's or Authorized Person's signature	Required	Enter "Signature on File", "SOF", or legal signature. If there is no signature on file, leave blank or enter "No Signature on File". Enter the date the claim form was signed.

CMS Field #	Field Label	Field is?	Instructions
13	Insured's or Authorized Person's Signature	Not Required	
14	Date of Current Illness Injury or Pregnancy	Conditional	<p>Complete if information is known. Enter the date of illness, injury or pregnancy, (date of the last menstrual period) using two digits for the month, two digits for the date and two digits for the year. Example: 070115 for July 1, 2015.</p> <p>Enter the applicable qualifier to identify which date is being reported</p> <p>431 Onset of Current Symptoms or Illness</p> <p>484 Last Menstrual Period</p>
15	Other Date	Not Required	
16	Date Patient Unable to Work in Current Occupation	Not Required	
17	Name of Referring Physician	Conditional	
18	Hospitalization Dates Related to Current Service	Not Required	
19	Additional Claim Information	Conditional	
20	Outside Lab? \$ Charges	Conditional	<p>Complete if <u>all</u> laboratory work was referred to and performed by an outside laboratory. If this box is checked, no payment will be made to the physician for lab services. Do not complete this field if <u>any</u> laboratory work was performed in the office.</p> <p>Practitioners may not request payment for services performed by an independent or hospital laboratory.</p>

CMS Field #	Field Label	Field is?	Instructions
21	Diagnosis or Nature of Illness or Injury	Required	<p>Enter at least one but no more than twelve diagnosis codes based on the member's diagnosis/condition.</p> <p>Enter applicable ICD indicator to identify which version of ICD codes is being reported.</p> <p>0 ICD-10-CM (DOS 10/1/15 and after)</p> <p>9 ICD-10-CM (DOS 9/30/15 and before)</p>
22	Medicaid Resubmission Code	Conditional	<p>List the original reference number for adjusted claims.</p> <p>When resubmitting a claim as a replacement or a void, enter the appropriate bill frequency code in the left-hand side of the field.</p> <p>7 Replacement of prior claim</p> <p>8 Void/Cancel of prior claim</p> <p>This field is not intended for use for original claim submissions.</p>
23	Prior Authorization	Not Required	
24	Claim Line Detail	Information	<p>The paper claim form allows entry of up to six detailed billing lines. Fields 24A through 24J apply to each billed line.</p> <p>Do not enter more than six lines of information on the paper claim. If more than six lines of information are entered, the additional lines will not be entered for processing.</p> <p>Each claim form must be fully completed (totaled).</p> <p>Do not file continuation claims (e.g., Page 1 of 2).</p>

CMS Field #	Field Label	Field is?	Instructions
24A	Dates of Service	Required	<p>The field accommodates the entry of two dates: a "From" date of services and a "To" date of service. Enter the date of service using two digits for the month, two digits for the date and two digits for the year. Example: 010115 for January 1, 2015</p> <p>From To <input type="text" value="01"/> <input type="text" value="01"/> <input type="text" value="15"/> <input type="text"/> <input type="text"/> <input type="text"/></p> <p>Or</p> <p>From To <input type="text" value="01"/> <input type="text" value="01"/> <input type="text" value="15"/> <input type="text" value="01"/> <input type="text" value="01"/> <input type="text" value="15"/></p> <p>Span dates of service From To <input type="text" value="01"/> <input type="text" value="01"/> <input type="text" value="15"/> <input type="text" value="01"/> <input type="text" value="31"/> <input type="text" value="15"/></p> <p>Practitioner claims must be consecutive days. <u>Single Date of Service:</u> Enter the six digit date of service in the "From" field. Completion of the "To" field is not required. Do not spread the date entry across the two fields. <u>Span billing:</u> permissible if the same service (same procedure code) is provided on consecutive dates.</p>
24B	Place of Service	Required	<p>Enter the Place of Service (POS) code that describes the location where services were rendered. The Health First Colorado accepts the CMS place of service codes.</p> <p>NHVP</p> <p>All TCM services that are provided at a location other than the NHVP provider office must be billed with Place of Service Code: 12 Home</p> <p>All TCM services that are provided at the NHVP provider office must be billed with a Place of Service Code other than 12 (Home). Alternative Place of Service Codes include but are not limited to:</p> <p>11 Office 50 Federally Qualified Health Center 72 Rural Health Clinic</p>

CMS Field #	Field Label	Field is?	Instructions
24C	EMG	Not Required	
24D	Procedures, Services, or Supplies	Required	<p>Enter the HCPCS procedure code that specifically describes the service for which payment is requested.</p> <p>All procedures must be identified with codes in the current edition of Physicians Current Procedural Terminology (CPT). CPT is updated annually.</p> <p>HCPCS Level II Codes</p> <p>The current Medicare coding publication (for Medicare crossover claims only).</p> <p>Only approved codes from the current CPT or HCPCS publications will be accepted.</p> <p>NHVP</p> <p>TCM services provided to, or on behalf of the woman:</p> <p style="padding-left: 40px;">G9006 Coordinated care fee, home monitoring</p> <p>TCM services provided to, or on behalf of the child:</p> <p style="padding-left: 40px;">T1017 Targeted case management, each 15 minutes</p>
24D	Modifier	Required	<p>Enter the appropriate procedure-related modifier that applies to the billed service. Up to four modifiers may be entered when using the paper claim form.</p> <p>HD Pregnant/Parenting Women's Program</p> <p>This signifies that the service is part of a pregnant/parenting women's program.</p>
24E	Diagnosis Pointer	Required	<p>Enter the diagnosis code reference letter (A-L) that relates the date of service and the procedures performed to the primary diagnosis.</p> <p>At least one diagnosis code reference letter must be entered.</p> <p>When multiple services are performed, the primary reference letter for each service should be listed first, other applicable services should follow.</p>

CMS Field #	Field Label	Field is?	Instructions
			This field allows for the entry of 4 characters in the unshaded area.
24F	\$ Charges	Required	<p>Enter the usual and customary charge for the service represented by the procedure code on the detail line. Do not use commas when reporting dollar amounts. Enter 00 in the cents area if the amount is a whole number. Some CPT procedure codes are grouped with other related CPT procedure codes. When more than one procedure from the same group is billed, special multiple pricing rules apply.</p> <p>The base procedure is the procedure with the highest allowable amount. The base code is used to determine the allowable amounts for additional CPT surgical procedures when more than one procedure from the same grouping is performed.</p> <p>Submitted charges cannot be more than charges made to non-Health First Colorado covered individuals for the same service. Do not deduct Health First Colorado co-payment or commercial insurance payments from the usual and customary charges.</p>
24G	Days or Units	Required	<p>Enter the number of services provided for each procedure code.</p> <p>Enter whole numbers only- do not enter fractions or decimals.</p> <p>NHVP</p> <p>One unit equals 15 minutes of TCM.</p> <p>In any given calendar month, the maximum number of reimbursable units is 150 for the mother/child couple. The 15 units may be split between the woman and the child in any given calendar month that both are Medicaid-eligible.</p>
24G	Days or Units	General Instructions	<p>A unit represents the number of times the described procedure or service was rendered.</p> <p>Except as instructed in this manual or in Health First Colorado bulletins, the billed unit must correspond to procedure code descriptions. The following examples show the relationship between the procedure description and the entry of units.</p>

CMS Field #	Field Label	Field is?	Instructions
24H	EPSDT/Family Plan	Conditional	<p>EPSDT (shaded area) For Early & Periodic Screening, Diagnosis, and Treatment related services, enter the response in the shaded portion of the field as follows:</p> <p>AV Available- Not Used S2 Under Treatment ST New Service Requested NU Not Used</p> <p>Family Planning (unshaded area) Not Required</p>
24I	ID Qualifier	Not Required	
24J	Rendering Provider ID #	Required	In the shaded portion of the field, enter the NPI of the Health First Colorado provider number assigned to the <u>individual</u> who actually performed or rendered the billed service. This number cannot be assigned to a group or clinic.
25	Federal Tax ID Number	Not Required	
26	Patient's Account Number	Optional	Enter information that identifies the member or claim in the provider's billing system. Submitted information appears on the Remittance Advice (RA).
27	Accept Assignment?	Required	The accept assignment indicates that the provider agrees to accept assignment under the terms of the payer's program.
28	Total Charge	Required	Enter the sum of all charges listed in field 24F. Do not use commas when reporting dollar amounts. Enter 00 in the cents area if the amount is a whole number.
29	Amount Paid	Conditional	Enter the total amount paid by Medicare or any other commercial health insurance that has made payment on the billed services. Do not use commas when reporting dollar amounts. Enter 00 in the cents area if the amount is a whole number.
30	Rsvd for NUCC Use		

CMS Field #	Field Label	Field is?	Instructions
31	Signature of Physician or Supplier Including Degrees or Credentials	Required	<p>Each claim must bear the signature of the enrolled provider or the signature of a registered authorized agent.</p> <p>A holographic signature stamp may be used <u>if</u> authorization for the stamp is on file with the fiscal agent.</p> <p>An authorized agent or representative may sign the claim for the enrolled provider <u>if</u> the name and signature of the agent is on file with the fiscal agent.</p> <p>Each claim must have the date the enrolled provider or registered authorized agent signed the claim form. Enter the date the claim was signed using two digits for the month, two digits for the date and two digits for the year. Example: 070115 for July 1, 2015.</p> <p>Unacceptable signature alternatives:</p> <p>Claim preparation personnel may not sign the enrolled provider's name.</p> <p>Initials are not acceptable as a signature.</p> <p>Typed or computer printed names are not acceptable as a signature.</p> <p>"Signature on file" notation is not acceptable in place of an authorized signature.</p>
32	32- Service Facility Location Information 32a- NPI Number 32b- Other ID #	Conditional	<p>Complete for services provided in a hospital or nursing facility in the following format:</p> <p>1st Line Facility Name</p> <p>2nd Line Address</p> <p>3rd Line City, State and ZIP Code</p> <p>32a- NPI Number</p> <p>Enter the NPI of the service facility (if known).</p>
33	33- Billing Provider Info & Ph # 33a- NPI Number 33b- Other ID #	Required	<p>Enter the name of the individual or organization that will receive payment for the billed services in the following format:</p> <p>1st Line Name</p> <p>2nd Line Address</p> <p>3rd Line City, State and ZIP Code</p> <p>33a- NPI Number</p> <p>Enter the NPI of the billing provider</p>

Child - Single Date of Service - Home TCM



HEALTH INSURANCE CLAIM FORM

APPROVED BY NATIONAL UNIFORM CLAIM COMMITTEE (NUCC) 02/12

PICA		PICA	
1. MEDICARE (Medicare #) <input checked="" type="checkbox"/> MEDICAID (Medicaid #) <input type="checkbox"/> TRICARE (ID#/C/O#) <input type="checkbox"/> CHAMPVA (Member ID#) <input type="checkbox"/> GROUP HEALTH PLAN (ID#) <input type="checkbox"/> FECA BLK LUNG (ID#) <input type="checkbox"/> OTHER (ID#) <input type="checkbox"/>		1a. INSURED'S I.D. NUMBER (For Program in Item 1) D444444	
2. PATIENT'S NAME (Last Name, First Name, Middle Initial) Client, Ima A		3. PATIENT'S BIRTH DATE MM DD YY 10 16 11 SEX M <input checked="" type="checkbox"/> F	
5. PATIENT'S ADDRESS (No., Street) CITY STATE ZIP CODE TELEPHONE (Include Area Code)		6. PATIENT RELATIONSHIP TO INSURED <input checked="" type="checkbox"/> Self <input type="checkbox"/> Spouse <input type="checkbox"/> Child <input type="checkbox"/> Other	
9. OTHER INSURED'S NAME (Last Name, First Name, Middle Initial)		10. IS PATIENT'S CONDITION RELATED TO: a. EMPLOYMENT? (Current or Previous) YES <input type="checkbox"/> NO <input type="checkbox"/> b. AUTO ACCIDENT? PLACE (Block) YES <input type="checkbox"/> NO <input type="checkbox"/> c. OTHER ACCIDENT? YES <input type="checkbox"/> NO <input type="checkbox"/>	
12. PATIENT'S OR AUTHORIZED PERSON'S SIGNATURE: I authorize the release of any medical or other information necessary to process this claim. I also request payment of government benefits either to myself or to the party who accepts assignment below. SIGNED Signature on File DATE 10/1/16		13. INSURED'S OR AUTHORIZED PERSON'S SIGNATURE: I authorize payment of medical benefits to the undersigned physician or supplier for services described below. SIGNED	
14. DATE OF CURRENT ILLNESS, INJURY, or PREGNANCY (LMP) MM DD YY QUAL		15. OTHER DATE MM DD YY QUAL	
17. NAME OF REFERRING PROVIDER OR OTHER SOURCE		18. HOSPITALIZATION DATES RELATED TO CURRENT SERVICES FROM MM DD YY TO MM DD YY	
19. ADDITIONAL CLAIM INFORMATION (Designated by NUCC)		20. OUTSIDE LAB? YES <input type="checkbox"/> NO <input type="checkbox"/> \$ CHARGES	
21. DIAGNOSIS OR NATURE OF ILLNESS OR INJURY (Relate A-L to service line below (24E)) ICD-9-PCS <input type="checkbox"/> ICD-10 <input checked="" type="checkbox"/>		22. RESUBMISSION CODE ORIGINAL REF. NO.	
23. PRIOR AUTHORIZATION NUMBER			
24. A. DATES OF SERVICE From MM DD YY To MM DD YY B. PLACE OF SERVICE EMG C. PROCEDURES, SERVICES, OR SUPPLIES (Explain Unusual Circumstances) CPT/HCPCS MODIFIER D. DIAGNOSIS POINTER E. \$ CHARGES F. DAYS OR UNITS G. H. I. J. RENDERING PROVIDER ID #			
1 10 01 16 10 01 16 12 T1017 HD A 11 44 1 NPI 0123456789			
2			
3			
4			
5			
6			
25. FEDERAL TAX I.D. NUMBER SSN EIN		26. PATIENT'S ACCOUNT NO. Optional	
27. ACCEPT ASSIGNMENT? (For opt. 02010, 04010, 04020)		28. TOTAL CHARGE \$ 11 44	
29. AMOUNT PAID \$		30. Billing for NUCC Use	
31. SIGNATURE OF PHYSICIAN OR SUPPLIER INCLUDING DEGREE(S) OR CREDENTIALS (I certify that the statements on the reverse apply to this bill and are made a part thereof.)		32. SERVICE FACILITY LOCATION INFORMATION	
SIGNED Signature DATE 10/1/16		33. BILLING PROVIDER INFO & PH # TCM Provider 100 Any Street Any City	
		* 1234567890 b.	

CARRIER
PATIENT AND INSURED INFORMATION
PHYSICIAN OR SUPPLIER INFORMATION

NUCC Instruction Manual available at: www.nucc.org PLEASE PRINT OR TYPE APPROVED OMB-0935-1197 FORM CMS-1500 (02-12)

Example Only - TCM Rates with Place of Service "12" are provider-specific.

Pregnant Woman - Single Date of Service - Home TCM and Office TCM on Same Date



HEALTH INSURANCE CLAIM FORM

APPROVED BY NATIONAL UNIFORM CLAIM COMMITTEE (NUCC) 02/12

PICA <input type="checkbox"/>										PICA <input type="checkbox"/>									
1. MEDICARE <input type="checkbox"/> MEDICAID <input checked="" type="checkbox"/> TRICARE <input type="checkbox"/> CHAMPVA <input type="checkbox"/> GROUP HEALTH PLAN <input type="checkbox"/> FECA BLK LUNG <input type="checkbox"/> OTHER <input type="checkbox"/>										1a. INSURED'S I.D. NUMBER (For Program in Item 1) D444444									
2. PATIENT'S NAME (Last Name, First Name, Middle Initial) Client, Ima A										3. PATIENT'S BIRTH DATE MM DD YY SEX 10 16 45 M F <input checked="" type="checkbox"/>									
5. PATIENT'S ADDRESS (No., Street) CITY STATE ZIP CODE TELEPHONE (include Area Code)										6. PATIENT RELATIONSHIP TO INSURED Self <input checked="" type="checkbox"/> Spouse <input type="checkbox"/> Child <input type="checkbox"/> Other <input type="checkbox"/>									
8. OTHER INSURED'S NAME (Last Name, First Name, Middle Initial)										10. IS PATIENT'S CONDITION RELATED TO: a. EMPLOYMENT? (Current or Previous) YES <input type="checkbox"/> NO <input type="checkbox"/> b. AUTO ACCIDENT? PLACE (State) YES <input type="checkbox"/> NO <input type="checkbox"/> c. OTHER ACCIDENT? YES <input type="checkbox"/> NO <input type="checkbox"/>									
12. PATIENT'S OR AUTHORIZED PERSON'S SIGNATURE I authorize the release of any medical or other information necessary to process this claim. I also request payment of government benefits either to myself or to the party who accepts assignment below. SIGNED Signature on File DATE 10/1/16										13. INSURED'S OR AUTHORIZED PERSON'S SIGNATURE I authorize payment of medical benefits to the undersigned physician or supplier for services described below. SIGNED _____									
14. DATE OF CURRENT ILLNESS, INJURY, or PREGNANCY (SMP) MM DD YY QUAL										15. OTHER DATE MM DD YY QUAL									
17. NAME OF REFERRING PROVIDER OR OTHER SOURCE (7k) (7b) NPI										18. HOSPITALIZATION DATES RELATED TO CURRENT SERVICES FROM MM DD YY TO MM DD YY									
21. DIAGNOSIS OR NATURE OF ILLNESS OR INJURY (Relate A-L to service line below (24E)) ICD-9-CM V22										22. RE submission CODE ORIGINAL REF. NO.									
24. A. DATE(S) OF SERVICE From MM DD YY To MM DD YY B. PLACE OF SERVICE C. EMG D. PROCEDURES, SERVICES, OR SUPPLIES (Explain Unusual Circumstances) OPT/HCPCS MODIFIER E. DIAGNOSIS POINTER F. \$ CHARGES G. DAYS OR UNITS H. ICD-9-CM I. ID QUAL J. RENDERING PROVIDER ID #										25. OUTSIDE LAB? YES <input type="checkbox"/> NO <input type="checkbox"/> \$ CHARGES									
4. 10 01 16 10 01 16 12 G9006 HD A 22 88 2 NPI 0123456789										26. RE submission CODE ORIGINAL REF. NO.									
2. 10 01 16 10 01 16 11 G9006 HD 76 A 10:40 1 NPI 0123456789										27. PRIOR AUTHORIZATION NUMBER									
3. _____ NPI										28. FEDERAL TAX I.D. NUMBER SSN EIN									
4. _____ NPI										29. PATIENT'S ACCOUNT NO. 27. ACCEPT ASSIGNMENT? (For gov. claims, see back) <input checked="" type="checkbox"/> YES <input type="checkbox"/> NO									
5. _____ NPI										28. TOTAL CHARGE \$ 33 28 29. AMOUNT PAID \$									
6. _____ NPI										30. Billing Provider Info & PI # ()									
31. SIGNATURE OF PHYSICIAN OR SUPPLIER (including degrees or credentials) (I certify that the statements on the reverse apply to this bill and are made a part thereof.) SIGNED Signature DATE 10/1/16										32. SERVICE FACILITY LOCATION INFORMATION TCM Provider 100 Any Street Any City									

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Example Only - TCM Rates with Place of Service "12" are provider-specific.

Pregnant Woman - Span Dates of Service - Home TCM and Office TCM during Same Span



HEALTH INSURANCE CLAIM FORM

APPROVED BY NATIONAL UNIFORM CLAIM COMMITTEE (NUCC) 02/12

CARRIER

PATIENT AND INSURED INFORMATION

PHYSICIAN OR SUPPLIER INFORMATION

1. MEDICARE (Medicare A) <input checked="" type="checkbox"/> MEDICAID (Medicaid B) <input type="checkbox"/> TRICARE (CM/DCR) <input type="checkbox"/> CHAMPVA (Member ID#) <input type="checkbox"/> GROUP HEALTH PLAN (ID#) <input type="checkbox"/> FECA BLK LUNG (ID#) <input type="checkbox"/> OTHER (ID#) <input type="checkbox"/>										1a. INSURED'S I.D. NUMBER (For Program in Item 1) D444444																
2. PATIENT'S NAME (Last Name, First Name, Middle Initial) Client, Ima A						3. PATIENT'S BIRTH DATE MM DD YY 10 16 45		SEX M <input checked="" type="checkbox"/> F <input type="checkbox"/>		4. INSURED'S NAME (Last Name, First Name, Middle Initial)																
5. PATIENT'S ADDRESS (No., Street) CITY STATE ZIP CODE TELEPHONE (Include Area Code)						6. PATIENT RELATIONSHIP TO INSURED Self <input checked="" type="checkbox"/> Spouse <input type="checkbox"/> Child <input type="checkbox"/> Other <input type="checkbox"/>		7. INSURED'S ADDRESS (No., Street) CITY STATE ZIP CODE TELEPHONE (Include Area Code)		8. IS THERE ANOTHER HEALTH BENEFIT PLAN? YES <input type="checkbox"/> NO <input checked="" type="checkbox"/> If yes, complete items 9, 9a and 9b.																
9. OTHER INSURED'S NAME (Last Name, First Name, Middle Initial) a. OTHER INSURED'S POLICY OR GROUP NUMBER b. RESERVED FOR NUCC USE c. RESERVED FOR NUCC USE d. INSURANCE PLAN NAME OR PROGRAM NAME						10. IS PATIENT'S CONDITION RELATED TO: a. EMPLOYMENT? (Current or Previous) YES <input type="checkbox"/> NO <input type="checkbox"/> b. AUTO ACCIDENT? PLACE (State) YES <input type="checkbox"/> NO <input type="checkbox"/> c. OTHER ACCIDENT? YES <input type="checkbox"/> NO <input type="checkbox"/> 10d. RESERVED FOR LOCAL USE		11. INSURED'S POLICY GROUP OR FECA NUMBER * INSURED'S DATE OF BIRTH MM DD YY SEX M F 11. OTHER CLAIM ID (Designated by NUCC) c. INSURANCE PLAN NAME OR PROGRAM NAME		12. PATIENT'S OR AUTHORIZED PERSON'S SIGNATURE I authorize the release of any medical or other information necessary to process this claim. I also request payment of government benefits either to myself or to the party who accepts assignment below. SIGNED Signature on File DATE 10/1/18																
14. DATE OF CURRENT ILLNESS, INJURY, or PREGNANCY (LMP) MM DD YY QUAL			15. OTHER DATE MM DD YY QUAL			16. DATES PATIENT UNABLE TO WORK IN CURRENT OCCUPATION FROM MM DD YY TO MM DD YY			17. NAME OF REFERRING PROVIDER OR OTHER SOURCE 17a. NP 17b. NP			18. HOSPITALIZATION DATES RELATED TO CURRENT SERVICES FROM MM DD YY TO MM DD YY														
19. ADDITIONAL CLAIM INFORMATION (Designated by NUCC)						20. OUTSIDE LAB? \$ CHARGES YES <input type="checkbox"/> NO <input type="checkbox"/>			21. DIAGNOSIS OR NATURE OF ILLNESS OR INJURY Relate A-L to service line below (P#) ICD 9th 0			22. RESUBMISSION CODE ORIGINAL REF. NO.														
23. PRIOR AUTHORIZATION NUMBER						24. A. DATES OF SERVICE From MM DD YY To MM DD YY B. PLACE OF SERVICE C. EMG D. PROCEDURES, SERVICES, OR SUPPLIES (Explain Unusual Circumstances) CPT/HCPCS MODIFIER E. DIAGNOSIS POINTER F. \$ CHARGES G. DAYS OR UNITS H. Fee Paid Per Day I. ID. QUAL. J. RENDERING PROVIDER ID #			25. FEDERAL TAX I.D. NUMBER SSN EIN			26. PATIENT'S ACCOUNT NO.			27. ACCEPT ASSIGNMENT? (If you agree, initial and sign) YES <input checked="" type="checkbox"/> NO <input type="checkbox"/>			28. TOTAL CHARGE \$ 97.76			29. AMOUNT PAID \$			30. Revid for NUCC Use		
31. SIGNATURE OF PHYSICIAN OR SUPPLIER (including degrees or credentials) (I certify that the statements on the reverse apply to this bill and are made a part thereof.) SIGNED Signature DATE 11/1/18						32. SERVICE FACILITY LOCATION INFORMATION TCM Provider 100 Any Street Any City						33. BILLING PROVIDER INFO & Ph# () * 1234567890														

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Example Only - TCM Rates with Place of Service "12" are provider-specific.

Mother after 2-3 Months Postpartum - Single Date of Service - Home TCM



HEALTH INSURANCE CLAIM FORM

APPROVED BY NATIONAL UNIFORM CLAIM COMMITTEE (NUCC) 02/12

CARRIER

PATIENT AND INSURED INFORMATION

PHYSICIAN OR SUPPLIER INFORMATION

1. MEDICARE MEDICAID TRICARE CHAMPVA GROUP HEALTH PLAN FECA BLK LUNG OTHER (Medicare #) (Medicaid #) (ICM/DCM) (Member ID#) (ID#) (ICW) (ICW) (ID#)		1a. INSURED'S I.D. NUMBER (For Program in Item 1) D444444	
2. PATIENT'S NAME (Last Name, First Name, Middle Initial) Client, Ima A		3. PATIENT'S BIRTH DATE SEX MM DD YY M F 10 16 45 M F X	
5. PATIENT'S ADDRESS (No., Street) CITY STATE ZIP CODE TELEPHONE (Include Area Code)		6. PATIENT RELATIONSHIP TO INSURED Self X Spouse Child Other	
7. INSURED'S ADDRESS (No., Street) CITY STATE ZIP CODE TELEPHONE (Include Area Code)		8. RESERVED FOR NUCC USE	
9. OTHER INSURED'S NAME (Last Name, First Name, Middle Initial) a. OTHER INSURED'S POLICY OR GROUP NUMBER b. RESERVED FOR NUCC USE c. RESERVED FOR NUCC USE d. INSURANCE PLAN NAME OR PROGRAM NAME		10. IS PATIENT'S CONDITION RELATED TO: a. EMPLOYMENT? (Current or Previous) YES NO b. AUTO ACCIDENT? PLACE (State) YES NO c. OTHER ACCIDENT? YES NO 11. INSURED'S POLICY GROUP OR FECA NUMBER e. INSURED'S DATE OF BIRTH SEX MM DD YY M F 12. INSURED'S OR AUTHORIZED PERSON'S SIGNATURE I authorize payment of medical benefits to the undersigned physician or supplier for services described below. SIGNED Signature on File DATE 10/1/18	
14. DATE OF CURRENT ILLNESS, INJURY, or PREGNANCY (LMP) MM DD YY Q1-Q4		15. OTHER DATE MM DD YY	
17. NAME OF REFERRING PROVIDER OR OTHER SOURCE 17a. 17b. NP1		18. HOSPITALIZATION DATES RELATED TO CURRENT SERVICES FROM MM DD YY TO MM DD YY	
19. ADDITIONAL CLAIM INFORMATION (Designated by NUCC)		20. OUTSIDE LAB? \$ CHARGES YES NO	
21. DIAGNOSIS OR NATURE OF ILLNESS OR INJURY (Relate A-L to service line below (24E)) ICD-10 A. V689 B. C. D. E. F. G. H. I. J. K. L.		22. RESUBMISSION CODE ORIGINAL REF. NO. 23. PRIOR AUTHORIZATION NUMBER	
24. A. DATE(S) OF SERVICE From MM DD YY To MM DD YY B. PLACE OF SERVICE EMG C. PROCEDURES, SERVICES, OR SUPPLIES (Explain Unusual Circumstances) CPT/HCPCS MODIFIER D. DIAGNOSIS POINTER E. \$ CHARGES F. G. DAYS OF UNITS H. I. ID. QUAL. J. RENDERING PROVIDER ID. #		25. FEDERAL TAX I.D. NUMBER SSN EIN	
26. PATIENT'S ACCOUNT NO. Optional		27. ACCEPT ASSIGNMENT? (For gov. claims, see 1910) X YES NO	
28. TOTAL CHARGE \$ 45 76		29. AMOUNT PAID \$	
31. SIGNATURE OF PHYSICIAN OR SUPPLIER INCLUDING DEGREES OR CREDENTIALS (I certify that the statements on the reverse apply to this bill and are made a part thereof.)		32. SERVICE FACILITY LOCATION INFORMATION TCM Provider 100 Any Street Any City	
33. BILLING PROVIDER INFO & PH # ()		34. 1234567890	

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APPROVED OMB-0938-1197 FORM CMS-1500 (02-12)

Example Only - TCM Rates with Place of Service "12" are provider-specific.

Timely Filing

For more information on timely filing policy, including the resubmission rules for denied claims, please see the [General Provider Information manual](#).

Nurse Home Visitor Program Revisions Log

Revision Date	Additions/Changes	Pages	Made by
12/01/2016	<i>Manual revised for interChange implementation. For manual revisions prior to 12/01/2016. Please refer to Archive.</i>	<i>All</i>	<i>HPE (now DXC)</i>
12/27/2016	<i>Updates based on Colorado iC Stage II Provider Billing Manual Comment Log v0_2.xlsx</i>	<i>Multiple</i>	<i>HPE (now DXC)</i>
1/10/2017	<i>Updates based on Colorado iC Stage Provider Billing Manual Comment Log v0_3.xlsx</i>	<i>Multiple</i>	<i>HPE (now DXC)</i>
1/19/2017	<i>Updates based on Colorado iC Stage Provider Billing Manual Comment Log v0_4.xlsx</i>	<i>Multiple</i>	<i>HPE (now DXC)</i>
1/26/2017	<i>Updates based on Department 1/20/2017 approval email</i>	<i>Accepted tracked changes throughout</i>	<i>HPE (now DXC)</i>
5/22/2017	<i>Updates based on Fiscal Agent name change from HPE to DXC</i>	<i>3</i>	<i>DXC</i>
6/22/2018	<i>Updated billing and timely to point to General Manual</i>	<i>3,22</i>	<i>HCPF</i>

Note: In many instances when specific pages are updated, the page numbers change for the entire section. Page numbers listed above are the page numbers on which the updates/changes occur.