



State of New Jersey
Department of Human Services
Division of Medical Assistance & Health Services

NEWSLETTER

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TO: Community Support Services (CSS) Providers - **For Action**
Health Maintenance Organizations - **For Information Only**

SUBJECT: Prior Authorization (PA) of CSS

EFFECTIVE: Effective for PA requests submitted for services beginning on or after
July 15, 2024

PURPOSE: To provide NJ FamilyCare (NJFC)/Medicaid Community Support Services (CSS) providers with updated instructions for the prior authorization (PA) of CSS services.

BACKGROUND: Community Support Services require prior authorization. The current practice allows submission of the “band code” only for PA requests. Band codes are groups of similar services provided by providers with different educational levels. This provides flexibility in staffing services. However, changes were made to allow the billing system to properly degrade the number of authorized units based on claim submission. These changes will no longer allow authorizations that do not match the exact procedure code provided. As a result, DMAHS now requires all CSS providers to submit PA requests that include the procedure code and applicable modifiers (if any).

ACTION: Starting July 15, 2024, all CSS PA requests must include the complete procedure code and modifier sets. Requests with only bands codes will no longer be accepted. Claims will be paid only if the billed procedure/modifier codes match the procedure/modifier codes match those approved on the PA.

When the member requires authorization of additional units or services, a modification form should be submitted to Rutgers University Behavioral Health Care (UBHC). There shall be no change in the method for submitting PAs or the documentation required with each submission.

All new CSS consumers will continue to require administrative approval for the first sixty (60) days of enrollment. The administrative approval below allows payment for services while the Individual Rehabilitation Plan (IRP) is being developed.

Band #	HCPC Code	# of Units
1	H2000 HE	128
2	H2000 HE SA	192
3	H2015 HE TD (RN)	80
	H2015 HE HO (MA Licensed Clinical)	80
	H2015 HE (MA No Clinical License)	80
	H2015 AH HE (Licensed Psychologist)	80
4	H0039 HN (BA)	195
	H0039 TE (Licensed LPN)	195
	H0039 HN HQ (BA- Group)	65
	H0039 HQ TE (Licensed LPN- Group)	65
5	H0036 HM (AA)	130
	H0036 (HS)	130
	H0036 52 (Peer)	130
	H0036 HM HQ (AA- Group)	44
	H0036 HQ (HS- Group)	44
	H0036 HQ 52 (Peer-Group)	44

Once the IRP is complete, providers can submit the IRP to UBHC for a PA approval, valid for up to one hundred and eighty (180) days. An earlier newsletter (Vol. 29 #07) identified limits that provider agencies could request. These limits were created when band codes were used to determine allowable units. With the changes identified in this newsletter, it is conceivable that providers may need to request additional units for different billing code/modifiers within the same band. These requests will be accepted, even if they exceed the recommended limits for the band code service. Providers must monitor the number of units they are providing and their total (within the band code) should not exceed the unit limits identified regardless of the number of units authorized. Prior authorizations shall only include the service codes in the right-hand column below. **DO NOT SUBMIT THE BAND CODES ON THE PRIOR AUTHORIZATION REQUEST.** The Band codes are only for use in the IRP.

CSS Band Codes and Associated Service Codes Table

Band Code	Band Code	Services Codes Covered by the Band Code
1	H2000 HE	H2000 HE NJ Licensed MD Multidisciplinary Evaluation
2	H2000 HE SA	H2000 HE SA NJ Licensed APN Multidisciplinary Evaluation
3	H2015	H2015 HE TD NJ Licensed RN Multidisciplinary Evaluation
		H2015 HE Masters Level Support Staff – No Clinical License
		H2015 HE HO Masters Level Support Staff – Licensed Clinical

Band Code	Band Code	Services Codes Covered by the Band Code
		H2015 AH HE NJ Licensed Psychologist Multidisciplinary Evaluation
4	H0039	H0039 HN Bachelor Level Support Staff – Individual H0039 HN HQ Bachelor Level Support Staff – Group H0039 TE Licensed LPN – Individual H0039 HQ TE Licensed LPN Group
5	H0036	H0036 High School Graduate Community Support – Individual H0036 HQ High School Graduate Community Support – Group H0036 52 Peer Level Community Support – Individual H0036 HQ 52 Peer Level Community Support – Group H0036 HM Associates Level Community Support Worker – Individual H0036 HM HQ Associates Level Community Support Worker - Group

The number of procedure/modifier code units approved by UBHC represents the total number of service units billable for that specific code throughout the time period specified on the PA. The system will now degrade the number of authorized units until it reaches zero. Any submission after the remaining total reaches zero will be denied.

Important Note: The ‘IRP Units Requested’ are intended to address the goals set for a consumer and shall only be based on rehabilitative needs. It is the responsibility of providers to base their request for IRP units on the minimal skill sets necessary to complete interventions and meet the goals set for consumers. This requirement shall be monitored closely by DMHAS.

If there are any questions regarding administrative approvals, please contact the Rutgers UBHC CSS UM Unit at **1-844-463-2771 (or cssumstaff@ubhc.rutgers.edu)**. Documentation may also be faxed to 732-235-5569 or follow-up documentation may be submitted by follow-up email to imecss@ubhc.rutgers.edu.

If there are any questions regarding the submission of Fee For Service claims, please contact Gainwell Provider Services at 1-800-776-6334.

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