

Provider Memorandum

Administrative Days for Certain Inpatient Stays

Effective with dates of service on or after July 1, 2019, Molina Healthcare of Illinois (Molina) will provide reimbursement for inpatient stays extended beyond medical necessity (Administrative Days) due to the inability to secure appropriate post-discharge placement.

Administrative Days (ADs) are inpatient stay days for members who no longer require acute hospital care, but circumstances make discharge to a sub-acute or post-acute setting problematic. It is expected that the facility will know the impediments to placement early in the patient's stay and begin working collaboratively with Molina on discharge planning as soon as possible.

Criteria for Administrative Days

Discharge planning is a partnership between hospitals and Molina, and we encourage you to collaborate with us to identify any barriers to post-discharge placement as soon as possible upon admission.

Best practice is for the hospital to inform Molina's Utilization Management (UM) team of significant issues with discharge to a lower level of care as soon as those issues are identified. Also, Case Management (CM) should be involved early with all challenging discharges, working with the hospital to ensure a safe and timely discharge for the member. UM will notify CM at CMescalationL@MolinaHealthcare.com.

Billing Requirements for ADs

For dates of service on or after July 1, 2019, ADs should be billed on a UB-04/837I Institutional Claim format. The facility will submit two claims to Molina:

- **Claim 1:** Regular inpatient claim following billing guidelines per the inpatient section of the IAMHP Comprehensive Billing Guide. **Use Discharge Code 95.**
- **Claim 2:** Inpatient claim for ADs only, **using Revenue Code 0169** for room-and-board charges **only**. Ancillary codes/services should **not** be billed on this claim and will **not** be payable by Molina while the member is awaiting placement. The admission date for an Administrative Days inpatient claim will be the date after the inpatient discharge date.

Claims containing a mixture of Administrative Days and any other revenue code will be denied.

Since Claim 2 is reimbursable at a per diem rate, the standard HFS rules for interim claims apply. As noted in the IAMHP Comprehensive Billing Guide, interim claims for inpatient services rendered and paid using the per diem reimbursement methodology **cannot** be split unless the stay exceeds 30 days, or the patient is transferred to another facility or category of service.

The coverage criteria, exclusionary criteria, and other details are found in Molina's Administrative Hospital Days policy or the IAMHP Comprehensive Billing Guide. Providers/facilities that have patients requiring Administrative Days should review [Molina's Administrative Hospital Days policy on the website](#).

Questions?

We're here to help. Contact your Provider Network Manager or email the Provider Network Management team at MHILProviderNetworkManagement@MolinaHealthcare.com. For help identifying your Provider Network Manager, visit [Molina's Service Area](#) page at MolinaHealthcare.com.

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Note: Molina's website and documents are best viewed in Google Chrome or Microsoft Edge.