

1 Department of Human Services

2

3 Adopted Permanent Rules Relating to Hospital Admission

4 Certification

5

6 Rules as Adopted

7 9505.0500 DEFINITIONS.

8 Subpart 1. and 2. [Unchanged.]

9 Subp. 3. Admission certification. "Admission

10 certification" means the determination of the medical review
11 agent that inpatient hospitalization is medically necessary and
12 that medical assistance or general assistance medical care funds
13 may be used to pay the admitting physician, hospital, and other
14 vendors of inpatient hospital services for providing medically
15 necessary services, subject to parts 9500.0750 to 9500.1080,
16 9505.1000 to 9505.1040, and 9505.5000 to 9505.5105.

17 Subp. 4. to 23. [Unchanged.]

18 Subp. 24. Readmission. "Readmission" means an admission
19 that occurs within seven days of a discharge of the same
20 recipient.

21 Subp. 25. to 27. [Unchanged.]

22 9505.0510 APPLICABILITY.

23 Parts 9505.0500 to 9505.0540 establish the standards and
24 procedures for admission certification to be followed by
25 admitting physicians and hospitals seeking medical assistance or
26 general assistance medical care payment for inpatient hospital
27 services provided to medical assistance or general assistance
28 medical care recipients under Minnesota Statutes, chapters 256B
29 and 256D. Parts 9505.0500 to 9505.0540 are to be read in
30 conjunction with Code of Federal Regulations, title 42, and
31 titles XVIII and XIX of the Social Security Act. The department
32 retains the authority to approve prior authorizations
33 established under parts 9505.5000 to 9505.5105. Parts 9505.0500
34 to 9505.0540 do not apply to out-of-state hospitals and
35 admitting physicians who seek medical assistance or general



1 assistance medical care program payment for inpatient hospital
 2 services provided to recipients who are Minnesota residents.
 3 Instate admitting physicians who admit a Minnesota resident who
 4 is a recipient to an out-of-state hospital must comply with
 5 parts 9505.0500 to 9505.0540. Out-of-state admitting physicians
 6 who admit a Minnesota resident who is a recipient to an in-state
 7 hospital must comply with parts 9505.0500 to 9505.0540.

8 9505.0520 INPATIENT ADMISSION CERTIFICATION.

9 Subpart 1. Requirement for admission certification.

10 Except as provided in subparts 2 and 14, an admission providing
 11 inpatient hospital service to a recipient must receive admission
 12 certification prior to the recipient's admission in order for
 13 the admitting physician, the hospital, or other vendor of an
 14 inpatient hospital service to receive medical assistance or
 15 general assistance medical care program payment for the
 16 inpatient hospital service.

17 Subp. 2. [Unchanged.]

18 Subp. 3. Admitting physician responsibilities. The
 19 admitting physician who seeks medical assistance or general
 20 assistance medical care program payment for an inpatient
 21 hospital service to be provided to a recipient for a purpose
 22 other than chemical dependency treatment shall:

23 A. Obtain prior authorization from the department for
 24 any service requiring prior authorization. Medical assistance
 25 and general assistance medical care payment shall be denied when
 26 a required prior authorization is not obtained prior to
 27 admission.

28 B. to E. [Unchanged.]

29 Subp. 4. Hospital responsibilities. A hospital that seeks
 30 medical assistance or general assistance medical care program
 31 payment for inpatient hospital services provided to a recipient
 32 shall:

33 A. Obtain ~~from the admitting physician~~ the
 34 certification number from the admitting physician or, for an
 35 admission for chemical dependency treatment, from the person who

1 conducted the assessment of the recipient for chemical
2 dependency treatment as specified in parts 9530.6600 to
3 9530.6655.

4 B. and C. [Unchanged.]

5 Subp. 5. [Unchanged.]

6 Subp. 6. **Medical review agent responsibilities.** The
7 medical review agent shall:

8 A. to G. [Unchanged.]

9 H. notify the admitting physician and the person
10 responsible for the hospital's utilization review, by phone, of
11 a reconsideration decision within 24 hours of the decision,
12 exclusive of weekends and holidays;

13 I. mail a written notice of the reconsideration
14 decision to the admitting physician, the person responsible for
15 the hospital's utilization review, and the department within ten
16 days of the determination, exclusive of weekends and holidays;
17 and

18 J. provide for consideration of a request for
19 retroactive admission certification; and

20 K. issue a certification number for a recipient whose
21 condition requires chemical dependency treatment in a hospital
22 as indicated in an assessment made according to parts 9530.6600
23 to 9530.6655.

24 Subp. 7. and 8. [Unchanged.]

25 Subp. 9. **Reconsideration.** The admitting physician or the
26 hospital may request reconsideration of a decision to deny or
27 withdraw an admission certification. The admitting physician or
28 the hospital shall submit the request in writing to the medical
29 review agent within 30 days of the date of receipt of the letter
30 denying or withdrawing admission certification. Upon receipt of
31 the request, the medical review agent shall appoint at least
32 three physician advisers, none of whom shall have been involved
33 previously in the procedure for the recipient's admission
34 certification, to hear the reconsideration. The reconsideration
35 may be conducted by means of a telephone conference call. The
36 admitting physician or the hospital may submit additional facts

1 at their own expense to support the request for admission
2 certification. The physician advisers may seek additional facts
3 and medical advice as necessary to decide whether the admission
4 is medically necessary. The reconsideration shall be completed
5 within 30 days of the receipt of the request. The admitting
6 physician or the hospital may appeal the determination of the
7 physician advisers according to the contested case provisions of
8 Minnesota Statutes, chapter 14, by filing a written notice of
9 appeal with the commissioner within 20 days of the date of
10 receipt of the notice of the determination.

11 Subp. 10. to 13. [Unchanged.]

12 Subp. 14. **Retroactive admission certification.** If the
13 admitting physician fails to request admission certification by
14 contacting the medical review agent prior to an admission for an
15 inpatient hospital service other than a service under subpart 2,
16 the admitting physician may retroactively request admission
17 certification. The admitting physician shall submit at his or
18 her own expense the recipient's complete medical record to the
19 medical review agent within 30 days of the recipient's
20 discharge. The medical record must contain the information
21 required in subpart 3, items B and C, and any other facts
22 necessary to establish that the recipient's admission was
23 medically necessary. The procedure outlined in subpart 8 shall
24 also be followed in the case of retroactive admission
25 certification. The denial of retroactive admission
26 certification and the withdrawal of retroactive admission
27 certification may be appealed to the medical review agent
28 through the reconsideration process in subpart 9.

29 9505.0530 INCORPORATION BY REFERENCE OF CRITERIA TO DETERMINE
30 MEDICAL NECESSITY.

31 The most recent edition of the Appropriateness Evaluation
32 Protocol of the National Institutes of Health is incorporated by
33 reference. The book is available at the Health Data Institute,
34 7 Wells Avenue, Newton, Massachusetts, 02159, and it is also
35 available through the Minitex interlibrary loan system. The

1 book is subject to change.

2 ~~The-Effective-Care-1981-Criteria-for-Residential-Chemical~~
3 ~~Dependency-Treatment-1983-edition-7--and~~ The Criteria for
4 Inpatient Psychiatric Treatment, 1981 edition, published by Blue
5 Cross and Blue Shield of Minnesota are incorporated by
6 reference. The criteria are available at Blue Cross and Blue
7 Shield of Minnesota, P.O. Box 64560, Saint Paul, Minnesota
8 55164, and at the state law library, Ford Building, Saint Paul,
9 Minnesota 55155. The criteria are not subject to frequent
10 change.

11 9505.0540 CRITERIA TO DETERMINE MEDICAL NECESSITY.

12 Subpart 1. Determination for admission for purpose other
13 than chemical dependency treatment. The medical review agent
14 shall follow the Appropriateness Evaluation Protocol and
15 ~~Effective-Care-1981-Criteria-for-Residential-Chemical-Dependency~~
16 ~~Treatment~~ and Criteria for Inpatient Psychiatric Treatment of
17 Blue Cross and Blue Shield of Minnesota in determining whether a
18 recipient's admission is medically necessary, whether the
19 inpatient hospital services provided to the recipient were
20 medically necessary, whether the recipient's continued stay will
21 be medically necessary, and whether all medically necessary
22 inpatient hospital services were provided to the recipient.

23 Subp. 2. Determination for admission for chemical
24 dependency treatment. The assessment of a recipient's need for
25 chemical dependency treatment in a hospital shall be made
26 according to parts 9530.6600 to 9530.6655. The person who
27 conducted the assessment shall contact the medical review agent
28 and request a certification number. If the person who conducted
29 the assessment reports that the recipient meets the criteria for
30 chemical dependency treatment in a hospital, the medical review
31 agent shall issue a certification number.