

## **PROVIDER ALERT**

### **All Substance Use Disorder Residential Treatment Providers: Administrative Days**

**July 28, 2021**

#### **Target Audience: SUD Providers**

This Provider Alert outlines the process for utilizing administrative days during an authorized Substance Use Disorder (SUD) residential treatment stay. Administrative days may be utilized when the participant:

- Requires short-term inpatient hospitalization and is expected to return to the program in fewer than five (5) days; or
- Has completed the course of treatment at the currently authorized level of care and is awaiting placement at another medically necessary level of care.

The receiving SUD residential treatment program may not claim an administrative day for holding the bed while waiting for the participant to transfer from another program.

**Administrative days are utilized when participants are not meeting medical necessity criteria for their current level of care.** Whenever administrative days are needed during an SUD residential stay, the provider must notify Optum Maryland's Utilization Management department by calling 1-800-888-1965 and asking to speak with a care advocate. The following information will be obtained:

- Participant's name and date of birth
- Participant's current level of care and SR ID
- Dates of services for administrative days and the reason administrative days are needed

Providers are responsible for submitting their claims for administrative days using the already approved SUD-Residential authorization and the appropriate procedure codes including modifiers on their claim forms.

The below table notes the procedure code and circumstances when the service code/modifier combination should be used. In all cases, these codes should only be used for short-term, clinically indicated bed holds. All units are per diem and all have a maximum of five (5) days.

Exceptions may be granted under extenuating circumstances for pregnant women who experience pregnancy-related complications by contacting BHA Clinical Services Division, Office of Gender-Specific Services at [gss.unit@maryland.gov](mailto:gss.unit@maryland.gov).

Administrative days may be utilized in the following scenarios:

Procedure Code	Service Description
W7310-HG	ASAM Level 3.1 Admin Day for Consumer awaiting community services or hospitalized for short term stay
W7350-HG	ASAM Level 3.5 Admin Day for Consumer awaiting community services or hospitalized for short term stay
W7370-HG	ASAM Level 3.7 Admin Day for Consumer hospitalized for short term stay
W7370-SC	ASAM Level 3.7 Admin Day for Consumer Awaiting 3.5, 3.3, or 3.1 Bed
W7375-HG	ASAM Level 3.7WM Admin Day for Consumer hospitalized for short term stay
W7375-SC	ASAM Level 3.7WM Admin Day for Consumer Awaiting 3.7 Bed
W7375-51	ASAM Level 3.7WM Admin Day for Consumer Awaiting 3.1, 3.3, or 3.5 Bed

For additional information, please review the [SUD Fee Schedule](#).

The expectation is that providers will only bill for administrative days for the service limits described and all requests are subject to audit.

If you have questions about the information contained in this alert, please contact Optum Maryland customer services at 1-800-888-1965.

Thank you,

Optum Maryland Team