

Billing Information Sheet

Payment Integrity and Audit Process

Overview

The Saskatchewan Medical Care Insurance Act and The Saskatchewan Medical Care Insurance Beneficiary and Administration Regulations provide the legislative authority for the public funding of physician services in Saskatchewan.

Medical Services Branch (MSB) has the authority to review accounts paid directly to physicians to assess compliance with the Direct Payment Agreement, *The Saskatchewan Medical Care Insurance Act*, and the Physician Payment Schedule.

A fair and effective audit process is essential to ensure accountability in the expenditure of public funds and to support the integrity of Saskatchewan's publicly funded health care system.

Following payment, MSB may undertake further review of physician claims to identify inappropriate or incorrect payments. Audits may be conducted to:

- ✓ minimize loss and ensure government accountability to a publically funded system;
- ✓ provide education and ensure physician compliance with Ministry policy and regulations;
- ✓ deter and prevent any future inappropriate, incorrect or noncompliant billings; and
- ✓ recover any inappropriately or incorrectly paid services

Audit Process

There may be circumstances where MSB contacts a physician regarding billings to obtain clarification or request supporting documentation.

When a routine audit is initiated, a claim may be recovered using a "**Routine Audit and Recovery**" explanatory code contained within the "R" section of the Physician Payment Schedule (**RA through RZ**), or the physician may receive a written request for information.

Submission of Information

Where supporting documentation is requested:

- ✓ Physicians should refer to the Routine Audit and Recovery preamble in the Explanatory code section to reference **where and how documents should be submitted**.
- ✓ Physicians should refer to the applicable explanatory code descriptor in the Physician Payment Schedule to **determine the documentation required**.
- ✓ Documentation may include medical records or any other information necessary to support the service billed.
- ✓ If supporting documentation is not provided, **the claim will remain unpaid**.

Following review, physicians will be notified of the outcome in writing through an:

- Audit Response Form; or
- formal written correspondence.

Where an adjustment is made following completion of an audit, the adjustment will generally be processed using explanatory code RB.

Resubmission of Claims

Claims previously recovered using routine audit explanatory codes (RA through RV) should not be electronically or manually resubmitted. Resubmitted claims will be returned using explanatory code RC.

Other Audit Methods

In addition to routine audits, physician billings may be reviewed through other processes, including:

- routine patient verifications
- special patient verifications
- Joint Medical Professional Review Committee (JMPRC)

Documentation Requirements

Physicians are responsible for maintaining sufficient documentation to support services billed to the publicly funded health care system. Supporting documentation should demonstrate that:

- ***the service was provided;***
- ***the service was medically required;***
- ***the requirements of the service code billed were met; and***
- ***the claim complies with the Physician Payment Schedule.***

The documentation requirements applicable to physician billings are outlined in the "**Documentation Requirements for the Purposes of Billing**" section of the Physician Payment Schedule.

Reassessment of Audit Decisions

If a physician disagrees with the outcome of an audit, a further review may be requested in accordance with the "Assessment of Accounts" provisions of the Physician Payment Schedule.

Billing Resources

Other billing information sheets can be found at **saskatchewan.ca**:

<https://www.saskatchewan.ca/government/health-care-administration-and-provider-resources/resources-for-health-care-businesses-and-career-development/establishing-and-operating-a-practice/physicians>

Audit Inquiries

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