



## MANAGED SERVICES INQUIRY FORM

Please complete the inquiry form below and fax to (714) 229-8750. A HealthCare Synergy representative will review your form and send you a questionnaire specific to the services you expressed interest in to qualify your enquiries further. Thank you!

### CONTACT INFORMATION

\_\_\_\_\_  
First Name Last Name

\_\_\_\_\_  
Title

\_\_\_\_\_  
Email Address

\_\_\_\_\_  
Owner – First and Last Name

\_\_\_\_\_  
Administrator – First and Last Name

\_\_\_\_\_  
Clinical Director – First and Last Name

\_\_\_\_\_  
Billor – First and Last Name

### AGENCY INFORMATION

\_\_\_\_\_  
Agency Name

\_\_\_\_\_  
Agency Address

\_\_\_\_\_  
City, State, Zip Code

\_\_\_\_\_  
Office Phone Office Fax

### SERVICES PROVIDED

- Home Health
- Hospice
- Managed Care
- Outpatient/Part B Billing

### OTHER QUESTIONS

Monthly Patient Census: \_\_\_\_\_

Current # of Claims in ADR: \_\_\_\_\_

Month and Year of Last Medicare Survey: \_\_\_\_\_

### PLEASE CHOOSE THE MANAGED SERVICES YOU ARE MOST INTERESTED IN BELOW:

#### PPS BILLING AND/OR REVENUE RECOVERY

- ✓ Highly experienced billers ensure proper claim creation and timely submission
- ✓ Recover revenue from outstanding claims before statute of limitation expires

#### TOTAL CHART REVIEW

- ✓ Comprehensive review of entire patient's chart from SOC to RECERT and Discharge
- ✓ Monitor compliance with Medicare documentation
- ✓ Ensure patient care is accurately reflected in the clinician's documentation

#### PRE-CLAIM REVIEW

- ✓ Perform comprehensive review of required documents to be submitted for Pre-Claim Review
- ✓ Identify deficiencies to ensure Clinician's documentation meets Medicare's Conditions of Participation

#### ACCOUNTING AND BOOKKEEPING

Our team of Certified Public Accountants remove the burden of quarterly financial reports, tax returns, cost reports and even automatic payroll, all using tools that will allow you to control and maintain your cash flow

#### CODING ONLY OR CODING & OASIS REVIEW

- ✓ Comprehensive review of entire OASIS document, not just the OASIS questions
- ✓ Complete diagnosis coding
- ✓ Clinicians certified in Coding and OASIS and follow latest CMS guidelines

#### ADR REVIEW

- ✓ Perform review of full chart and 60-day summary of episode requested
- ✓ Physician's Orders, Face to Face, and other important documents are compared to show their consistency with each other and Plan of Care

#### CLINICAL AND FINANCIAL ANALYTICS

- ✓ Learn your agency's risks and hot spots
- ✓ Prepare for Pre-Claim Review regulations by knowing your Coding, OASIS, and OBQI analytics in the front end instead of waiting months from now