Share of Cost (SOC): UB-04 for Inpatient Services

This section explains how to complete claims for services rendered to recipients who paid or obligated to pay a Share of Cost (SOC). The procedure codes used in the following examples are for illustration purposes only and may not be reimbursable to all provider types. Refer to the *Share of Cost (SOC)* section in the Part 1 manual for an explanation of SOC and how to determine the following:

- If a recipient must pay an SOC

- The SOC amount a recipient must pay

- If the recipient's SOC is certified for the month

Where to Enter SOC on UB-04 Claim Form

SOC is entered in the *Value Codes* and *Amounts* field (Boxes 39 thru 41). Value code "23" in the "code" column of the field designates that the corresponding "amount" column contains the Share of Cost. In the following example, the Share of Cost amount of $50.00 is entered as 5000. Do not enter decimal points or dollar signs. Enter full dollar and cents amounts, even if the amount is even. Use only one claim line for each service billed. Refer to the *UB-04 Completion: Inpatient Services* section of this manual for additional information

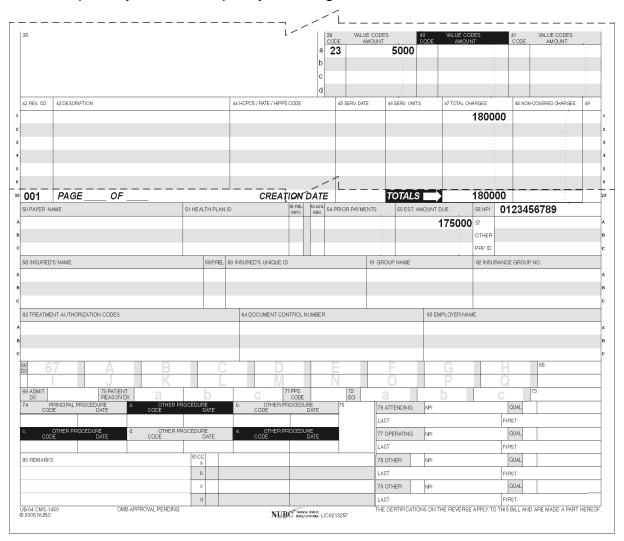This is a sample only. Please adapt to your billing situation.

Figure 1: Share of Cost Amount in *Value Codes and Amounts* Field (Boxes 39, 40 and 41).
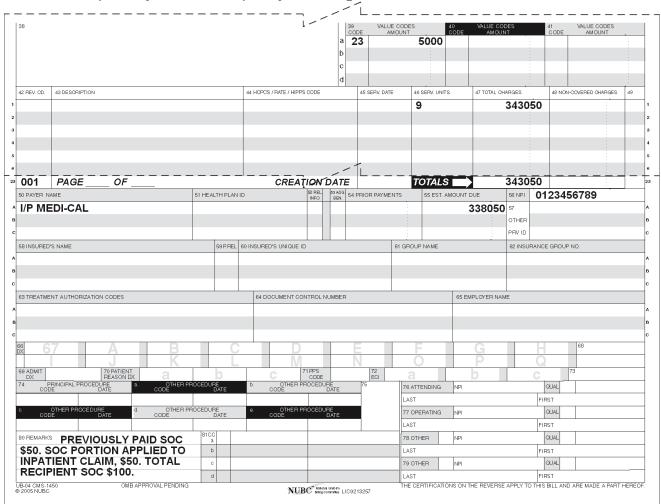
Inpatient SOC Transactions

When a hospital inpatient stay occurs during the Share of Cost (SOC) certification period, the amount of SOC paid or obligated by the recipient toward the total bill is entered on the claim. In many instances, the recipient's total liability may be applied to an inpatient claim. Other instances may occur where a recipient has previously paid or obligated a portion of the SOC to another provider and only the remaining portion is applied to the inpatient claim.

Reminder: Several clearance transactions may be required to fully certify SOC. Providers should perform an SOC clearance transaction immediately upon receiving payment or accepting obligation. Claims submitted for services rendered to recipients whose SOC is not certified through the Medi-Cal eligibility verification system <u>will be denied</u>. Refer to the *Share of Cost* (SOC) section in the Part 1 manual for information.

In this example, the recipient has a $100 SOC. She pays $50 to Provider Number 1, who performs an SOC clearance transaction for $50. The remaining $50 is paid or obligated to the hospital staff (Provider Number 2), who perform a second SOC clearance transaction. The recipient's SOC is now fully certified.

Cost of services rendered totals $3430.50. To bill, enter the $3430.50 service fee in the *Total Charge* field (Box 47). Enter Code 001 in the *Revenue Code* column (Box 42, line 23) to designate that this is the total charge line and enter the totals of all charges in *TOTALS* (Box 47, line 23). Enter the amount of the patient's Share of Cost applied toward the inpatient service fee ($50) in the *Value Codes and Amounts* field (Boxes 39 thru 41). Enter value code "23" in Box 39A and the difference between Box 47 and Box 39 ($3380.50) in the *Estimated Amount Due* field (Box 55).

This is a sample only. Please adapt to your billing situation

Figure 2: Share of Cost (SOC) Amount in *Value Codes* and Amounts Fields (Boxes 39, 47 and 55).

Box 80: Record Keeping

For record keeping purposes only and to help reconcile payment on the *Remittance Advice Details* (RAD), providers may show in the *Remarks* field (Box 80) the SOC amount that the recipient paid or obligated.

RAD Payment Summary

Share of Cost claims are reviewed prior to payment. The recipient's SOC is applied by the State to pay the $3430.50 service, which appears in the "Approved" group as partially paid. The Medi-Cal allowed amount for this service is reduced by the remaining SOC amount. RAD code 408 indicates payment was reduced because of recipient liability.

‹‹Legend››

‹‹Symbols used in the document above are explained in the following table.››

Symbol	Description
‹‹	This is a change mark symbol. It is used to indicate where on the page the most recent change begins.
››	This is a change mark symbol. It is used to indicate where on the page the most recent change ends.