

# IWUG Online Meeting Minutes

(9/18/14)

## Topics discussed:

### Announcements

Notification of changes - The notification of changes to the WITS website has been changed and users need to click the "notify of changes" on each tab where the user wants updated, rather than clicking the link once. Users should review and re-register.

Change of User Email Address – If a user has an email address change, new security paperwork has to be completed and submitted to the department. For users accessing GAIN, a change of the address will break the user's ability to get to the GAIN.

New User Interface – The new interface will be integrated with PRIME next week. There will be an e-mail sent out once the WHD has an exact date.

WITS website – New changes on website including how to set-up spell check in Internet Explorer. Users are also informed about the GAIN training offered by Chestnut and encouraged to take advantage of this training.

Program Enrollment – Providers are responsible for changing the program enrollment for clients. Clients should be stepped up and down according to their level of care. On a client where an assessment has been completed, the provider should be billing the assessment and closing the program enrollment to enroll client in a treatment level of care assuming the client will continue treatment with this same provider. Users were shown the difference between the program enrollments with TEDS/NOMS enrollment vs. those without TEDS/NOMS enrollment.

### Training

Users were shown the Contract Management area in WITS. Users were shown where and how to look at services including procedure code, modifier, rate and effective date.

### Q & A

Who should do program enrollment changes in WITS? Each agency needs to who is the best person in their agency to make changes to the program enrollment. As long as the user has the permission, the agency should decide what fits best with their current workflow. Billing staff should know and look for incorrect program enrollments. Billing a treatment service under an Assessment program enrollment should be a red flag that there is a problem.

Is there a place providers can report the program enrollment per client? Users were shown how to pull the information out of Billing. Canned reports will have to be reviewed to provide an additional reporting location.

There are rumors about Optum and requirements for DSM5 being mandatory by 10/1/14. Can the WHD confirm the Optum requirements and cover the impact to WITS? Users were information to contact Optum directly with these questions.