

How to Find the Daily Rate for Residential Services on POC Service Prior Authorizations

Agency Providers

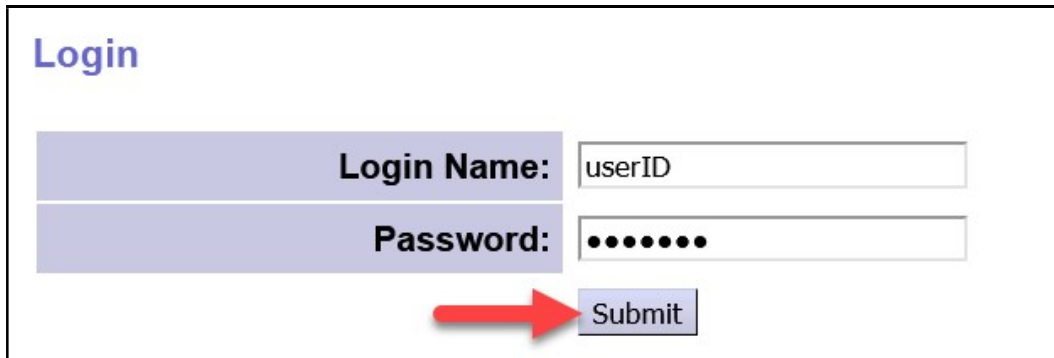
(2/8/2022)

As I/DD residential services transition to a **DAILY** rate structure as part of ODDS' Compass Project, some changes to how the authorized rate is displayed on the Service Prior Authorization (SPA) in eXPRS have been made.

This guide will assist users in finding the applicable rate for a **DAILY** residential service.

To search/find the DAILY rate on residential SPAs in eXPRS:


1. Log in to eXPRS.



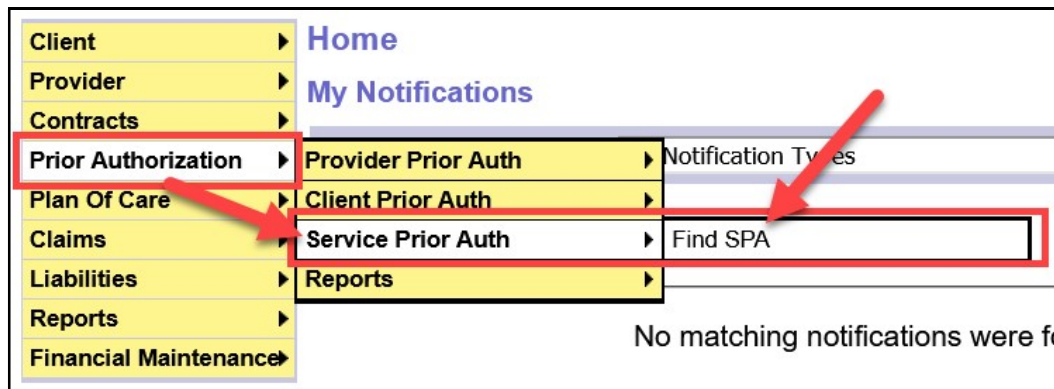
Login

Login Name:

Password:



2. From the left-hand menu, click on **Prior Authorization** → **Service Prior Auth** → **Find SPA**.



Client	▶	Home
Provider	▶	My Notifications
Contracts	▶	
Prior Authorization	▶	Provider Prior Auth ▶ Notification Types
Plan Of Care	▶	Client Prior Auth ▶ Find SPA
Claims	▶	Service Prior Auth ▶ Find SPA
Liabilities	▶	Reports
Reports	▶	
Financial Maintenance	▶	

No matching notifications were found

3. In the **Find Service Prior Authorization** page, you can search for a list of SPAs for your **DAILY** residential services. At least one search criteria must be entered to successfully search.

It will likely be easiest to search using:

- **Procedure Code** = the code for the **DAILY** residential service
- **Effective Date** = the first service date
- **End Date** = the last service date

Click **Find** to search.

Find Service Prior Authorization

SPA ID:

Service Location/PSW SPD Provider ID:

Rendering/Agency eXPRS Provider ID:

Pay To Provider ID:

Client Prime:

Status:

Service Element:

Procedure Code:

Svc Modifier Cd:

DHS Contract Num:

Effective Date:

End Date:

Exact: ☐ Yes ☒ No

Exact: ☐ Yes ☒ No

Review Required: ☐ Yes ☐ No ☒ Either

Max Displayed:

Find **Reset**

4. Any SPAs that match your search criteria will return as a list below. You may notice that the **Rate** column in the results list shows “NA” instead of a dollar amount for **DAILY** residential services. This is because most SPAs cover a range of service dates, but the **DAILY** rate may be different for different service dates in the SPA date range.

Export options: [CSV](#) | [Excel](#) | [PDF](#) | [RTF](#)

SPA ID	Client Prime	Client Name	Service Element	Proc Code	Svc Modifier Cd	Units	DH Contract	Service Location	Rate	Amount	Review Required	Status
47-7			142	ORCGH	NA	1.00			NA	N/A	No	Accepted
47-4			142	ORCGH	NA	1.00			NA	N/A	No	Accepted

- Currently, to see the **DAILY** rate for a specific SPA, you will need to open that SPA to view its details.

Click on the **blue SPD ID** number to open a specific SPA.

Please Note: While viewing **DAILY** rates for residential services must be done for each individual SPA at the present time, there are future system enhancements planned to create a **Rate** report providers can access.

Export options: [CSV](#) | [Excel](#) | [PDF](#) | [RTF](#)

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47-4			142	ORCGH	NA	1.00		NA	N/A	No	Accepted

- Once in the **View Service Prior Authorization** page, you can see the details of the SPA. The **Rate** here will also show as **NA**. To view the authorization's rate history, click on the **Rates** header below the **Notes** field to expand it.

View Service Prior Authorization

Service Prior Authorization: 4-7 Status: Accepted

Client Prime: [redacted] Client Name: [redacted]

Service: SE142/ORCGH-Children's Group Home/NA-Not Applicable

Rendering Provider: [redacted]

Service Location: [redacted]

Pay To Provider: [redacted]

DHS Contract Num: [redacted]

Effective Date: 2/1/2022 End Date: 1/31/2023

Units: 1 Days per Day Rate: NA

Amount: N/A

SPA Created By: [redacted] SPA Created Date: 01/14/2022 11:54 AM PST

SPA Updated By: [redacted] SPA Updated Date: 01/14/2022 11:54 AM PST

Plan Line Created By: [redacted] Plan Line Created Date: 01/14/2022 11:54 AM PST


Plan Line Updated By: [redacted] Plan Line Updated Date: 01/14/2022 11:54 AM PST

Notes: [redacted]

► **Rates**

► Prior Auth Claims

7. With the **Rates** section expanded you can see the rate history for the SPA.



The screenshot shows a web interface with a 'Notes' section at the top and a 'Rates' section below it. The 'Rates' section is expanded, showing a table with columns: Start Date, End Date, Service Group, Licensed Bed/s, Fixed Rate, Add On Rate, Total Rate, and Error Message. A red arrow points to the 'Total Rate' column. Below the table is a link for 'Prior Auth Claims'.

Start Date	End Date	Service Group	Licensed Bed/s	Fixed Rate	Add On Rate	Total Rate	Error Message
02/01/2022	03/31/2022	5	3	\$871.09	\$889.75	\$1,760.84	
04/01/2022	12/31/2022	5	3	\$871.09		\$871.09	

▶ [Prior Auth Claims](#)

- **Start Date & End Date** = the service date range that the **Total Rate** applies.
- **Service Group** = the individual's ONA Assessed Service Group.
- **Licensed Beds** = the licensed capacity for that specific residential site where the individual lives
- **Fixed Rate** = the **DAILY** rate that applies to this individual for the GH site where they live.
- **Add On Rate** = an additional daily amount paid to the provider based on an approved rate exception for the individual.
- **Total Rate** = the total amount the provider will be paid each day for services provided for that segment's date range.