

JAMES M. THOMSON
COMMISSIONER OF INSURANCE

THOMAS S. NARDO
FIRST DEPUTY COMMISSIONER



BOX 1157
RICHMOND, VA. 23209
TELEPHONE (804) 786-3741

**STATE CORPORATION COMMISSION
BUREAU OF INSURANCE**

September 18, 1984

**ADMINISTRATIVE
LETTER 1984-6**

**TO: All Companies Licensed to Sell Accident and Sickness Insurance and all
Prepaid Hospital and Medical Plans in Virginia**

RE: Hospital Billing Procedures Commencing October 1, 1984

As of October 1, 1984, Medicare has mandated that all hospitals use the UB-82 billing form for hospital based claims for inpatient, outpatient and emergency room services. We are pleased to announce that in Virginia, commencing October 1st, all hospitals will be using the UB-82 billing form to bill insurance carriers and prepaid plans for all claims for hospital services. As of October 1, 1984, most hospitals will not be equipped to generate any billing other than the UB-82, which has been thoroughly reviewed and set up according to state specifications determined after months of work and negotiation by the State Uniform Bill Committee.

The State Uniform Bill Committee has had representation from the Virginia Hospital Association, various hospitals, all major payors, commercial carriers, Medicare, Medicaid, Blue Cross and others. The process of reviewing and modifying this form has also been monitored by the Bureau of Insurance. The function of this committee over the past twelve months has been to analyze every data element on the UB-82 billing form and determine appropriate levels of reporting from hospitals to carriers operating in Virginia. Commercial carrier representation has been managed through Mr. Jerry Kennerly of the Travelers on behalf of the HIAA.

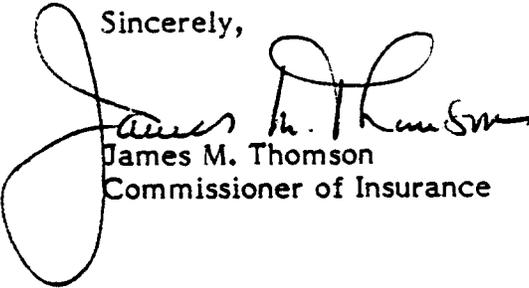
We look forward to a smooth transition to the use of the UB-82 billing form beginning October 1, 1984. As can be seen from the above, a great deal of effort has gone into the design of the form to meet the requirements of the third party payors in Virginia. Once payors and providers get used to the uniform billing form (UB-82) we anticipate that both should benefit from its use. Enclosed is a specimen copy of UB-82 for your use.

There is a UB-82 manual which explains all the data elements on this form and is available from Mr. Bruce Rueben of the Virginia Hospital Association. The manual contains complete instructions on how each data element should be completed by providers, and costs \$15.00 for each copy.

If you have any questions concerning the implementation of the UB-82 program, you may call Mr. Bruce Rueben at the Virginia Hospital Association at 804-747-8600 or, preferably, submit your questions in writing to the State Uniform Bill Committee at the Virginia Hospital Association, P. O. Box 31394, Richmond, Virginia 23294.

If we can assist in answering any questions concerning this new procedure, please do not hesitate to contact us. Please address your questions in writing to: Robert L. Wright, CLU, Supervisor, Forms and Rates Section, Life and Health Division.

Sincerely,



James M. Thomson
James M. Thomson
Commissioner of Insurance

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Enclosure