

**1. What is a Substance Use Disorder Rehabilitation Facility (SUDRF)?**

A substance use disorder rehabilitation facilities is defined as a free-standing facility or a hospital-based unit that provides treatment of substance use disorders. SUDRFs can provide substance use treatment through inpatient rehabilitation programs on a 24-hour, seven-day-per week basis; through partial hospitalization in day, evening, or weekend programs; or through outpatient treatment.

**2. How long does my new Substance Use Disorder Rehabilitation Facility need to be operational before I apply for TRICARE/CHAMPUS approval?**

All Substance Use Disorder Rehabilitation Facilities (SUDRFs) must be fully operational and treating patients for a period of at least six months (with at least 30 percent minimum patient census) before it submits an application for approval.

**3. Does KEPRO/TQMC certify all SUDRFs?**

If the SUDRF is certified by Medicare as a hospital than the TRICARE Managed Care Support (MCS) contractors are responsible for TRICARE certification.

**4. Once I submit my application for certification or re-certification, how long will it take for KEPRO to review it?**

KEPRO/TQMC will notify the facility in writing of the results of the review within 40 days after receipt or sooner.

**5. In addition to being licensed to provide SUDRF services within the applicable jurisdiction in which it operates, what other accreditation must the facility have?**

The SUDRF must be accredited by the Joint Commission under the MHM or by the Commission on Accreditation of Rehabilitation Facilities (CARF) as an alcoholism or other drug dependency rehabilitation program under the Standards Manual for Organizations Serving People with Disabilities.

**6. How are SUDRF services reimbursed?**

SUDRFs are subject to the Diagnosis-Related-Group-based (DRG-based) payment system for inpatient rehabilitation services. For partial hospitalization care, SUDRFs are subject to the per-diem rates.

**7. Can the SUDRF bill the beneficiary for charges that TRICARE/CHAMPUS do not cover?**

NO. The SUDRF cannot bill the beneficiary for services in excess of the cost-share or services for which payment is disallowed for failure to comply with requirements for preauthorization. However, the facility agrees to collect from the TRICARE/CHAMPUS beneficiary or the parents or guardian of the TRICARE/CHAMPUS beneficiary only those amounts applicable to the patient's cost-share/ copayment, as defined in 32 CFR 199.4, and services and supplies that are not a benefit of TRICARE/ CHAMPUS. The SUDRF's failure to collect or to make diligent effort to collect the beneficiary's cost-share as determined by TRICARE/CHAMPUS policy is a violation of the provider's participation agreement, and may result in the denial or reduction of payment, or may result in a false claim against the United States.

**8. Can the SUDRF bill for a therapeutic absence?**

SUDRF's cannot be paid for leave days on which treatment is not provided, or for days on which the patient is absent from treatment (whether excused or unexcused). The SUDRF must identify those days when claiming reimbursement.

#### **9. What if the beneficiary has other insurance coverage?**

All providers must first submit claims first to all other insurance plans and/or medical service or health plans under which the beneficiary has coverage before to submitting a claim to TRICARE/CHAMPUS. Failure to collect first from primary health insurers and/or sponsoring agencies is a violation of the provider agreement, and may result in the denial or reduction of payment, or may result in a false claim against the United States. It may also result in termination by TMA of the provider agreement pursuant to Article 13.

#### **10. What claim form should my SUDRF use to bill for services?**

The SUDRF shall use the UB-92 billing form (or subsequent editions) for inpatient services, and the CMS 1500 claim form for partial hospitalization or outpatient services. The SUDRF shall identify SUDRF care on the billing form in the remarks block by stating "SUDRF care".

#### **11. Can I submit interim bills for beneficiaries in care longer than 30 days?**

YES. The facility must submit claims for services provided to TRICARE/CHAMPUS beneficiaries at least every 30 days (except to the extent a delay is necessitated by efforts to first collect from other health insurance).

#### **12. Once certified, when does the SUDRF need to reapply for TRICARE/CHAMPUS re-certification?**

The SUDRF must reapply to TMA at least ninety days prior to the expiration date of their provider agreement if it wishes to continue as a TRICARE/CHAMPUS-authorized SUDRF. Failure to reapply will result in automatic expiration of the participation agreement on the date specified in Article 18.1 of their Provider Agreement. KEPRO will also perform a recertification review once every three years to evaluate if the facility remains in compliance with TRICARE requirements. An annual, one-page, self-assessment form certifying compliance is also required.

#### **13. How does KEPRO/TQMC substantiate what is stated in the application submitted by the SUDRF?**

From time to time, TMA will conduct an on-site facility review. When signing the Participation Agreement, the SUDRF grants the Executive Director, TMA or authorized representative(s), the right to conduct on-site or off-site reviews or accounting audits with full access to patients and records. The reviews or audits may be conducted on a scheduled or unscheduled (unannounced) basis. This right to audit/review includes, but is not limited to, the right to:

(a) Examine fiscal and all other records of the SUDRF that would confirm compliance with the participation agreement, conduct audits of SUDRF records, including clinical, financial, and census records, examine reports of evaluations and inspections conducted by federal, state, local government, and private agencies and organizations. and conduct on-site inspections of the facilities of the SUDRF and interview employees, members of the staff, contractors, board members, volunteers, and patients, as may be required. The TQMC/KEPRO may also release copies of final review reports (including reports of on-site reviews) under the Freedom of Information Act.

#### **14. What types of information needs to be reported to KEPRO/TQMC?**

Please see [What needs to be reported to KEPRO/TQMC?](#) document on the Application and Forms page of this website.