FORMS

Number	Name	Revision Date
DHHS 126	Confidential Complaint	06/2007
DHHS 130	Claim Adjustment Form 130	03/2007
DHHS 205	Medicaid Refunds	01/2008
DHHS 931	Health Insurance Information Referral Form	02/2018
	Reasonable Effort Documentation	04/2014
	Duplicate Remittance Advice Request Form	09/2017
	Claim Reconsideration Form	11/2018
CMS-1500 (02/12)	Sample Claim Showing TPL Payment with NPI	02/2012
CMS-1500 (02/12)	Sample Claim Showing National Drug Code (NDC)	02/2012
	Sample Remittance Advice (four pages)	04/2014
DHHS 218	ESRD Enrollment Form	06/2007
DHHS 687	Consent for Sterilization – Sample	05/2023



CONFIDENTIAL COMPLAINT

SEND TO: DIRECTOR, DIVISION OF PROGRAM INTEGRITY

DEPARTMENT OF HEALTH AND HUMAN SERVICES

P.O. BOX 100210, 1801 MAIN STREET, COLUMBIA, SOUTH CAROLINA 29202-3210

PROGRAM INTEGRITY

THIS REPORT IS DESIGNED FOR THE REPORTING OF POSSIBLE ABUSE BY MEDICAID PROVIDERS AND/OR RECIPIENTS. USE THE SPACE BELOW TO EXPLAIN IN DETAIL YOUR COMPLAINT. PLEASE IDENTIFY YOURSELF AND WHERE YOU CAN BE REACHED FOR FUTURE REFERENCES. UNLESS OTHERWISE INDICATED, ALL INFORMATION SHOULD BE PRINTED OR TYPED.

YOUR COMPLAINT WILL REMAIN CONFIDENTIAL.

SUSPECTED INDIVIDUAL OR INDIVIDUALS:				
NPI or MEDICAID PROVIDER ID: (if applicable)		MEDICAID RECIPIENT ID NUMBE	ER: (if applicable)	
ADDRESS OF SUSPECT:	ADDRESS OF SUSPECT:			
		DATE OF INCIDENT:		
COMPLAINT:				
NAME OF PERSON REPORTING: (Please print)	SIGNATU	TURE OF PERSON REPORTING: DATE OF REPORT		
ADDRESS OF PERSON REPORTING:		TELEPHONE NUMBER OF PERSON REPORTING:		
		SIGNATURE: (SCDHHS Representative	Receiving Report)	

SCDHHS Form 126 (revised 06/07)

South Carolina Department of Health and Human Services - Claim Adjustment Form 130

Provider Name: (Please use black or blue ink when completing form)

Provider Address :	
	1
Provider City , State, Zip:	Total paid amount on the original claim:
Original CCN:	
Provider ID: NPI:	
Recipient ID:	
Adjustment Type: Originator:	
○ Void ○ Void/Replace ○ DH	HS ○ MCCS ○ Provider ○ MIVS
Reason For Adjustment: (Fill One Only)	
 Insurance payment different than original claim 	Medicaid paid twice - void only
Keying errors	 Incorrect provider paid
Incorrect recipient billed	 Incorrect dates of service paid
O Voluntary provider refund due to health insurar	nce Provider filing error
O Voluntary provider refund due to casualty	Medicare adjusted the claim
O Voluntary provider refund due to Medicare	Other
	Applicat ID:
For Agency Use Only	Analyst ID:
Hospital/Office Visit included in Surgical Packa	nge La
Independent lab should be paid for service	
Assistant surgeon paid as primary surgeon	Reference File error
Multiple surgery claims submitted for the same	
MMIS claims processing error	
	Claim review by Appeals
○ Rate change	
Comments:	
Signature:	Date:
ogradio.	
Phone:	
	DHHS Form 130 Revision date: 03-13-2007

South Carolina Department of Health and Human Services Form for Medicaid Refunds

Purpose: This form is to be used for all refund checks made to Medicaid. This form gives the information needed to properly account for the refund. If the form is incomplete, the provider will be contacted for the additional information.

nems 1, 2 or 3, 4, 5,	o, & / must b	e compieted.	Attach ap	propriate document(s) as listed in item 8.
1. Provider Name:					
2. Medicaid Legacy OR		Characters)			
3. NPI#			& Taxon	оту ПППП	
4. Person to Contac	t:		_ 5. Telepl	none Number:	
6. Reason for Refun	nd: [check ap	propriate box]			
a Typ b Inst c Pol d Pol e Gro f Am Medica () Ful () Dec () Adj Request	be of Insurance urance Compaicy #:icyholder: bup Name/Gronount Insurance I payment maductible not dujustment made ted by DHHS describe in deta	e: () Accident/Auto ny Name up: e Paid: de by Medicare se by Medicare (please attach a copy ail reason for refund:	of the request)		
7. Patient/Service Id	t Name	Medicaid I.D.# (10 digits)	Date(s) of Service	Amount of Medicaid Payment	Amount of Refund
		(10 digits)	Service	Medicaid Fayineiit	Kerund
Expla Expla Expla Refun Make all che Mail to: SC	caid Remittance nation of Beneficial check ecks payable to Department of	te Advice (required) efits (EOMB) from Ir efits (EOMB) from M	Medicare (if appli		S
Cas Pos	sh Receipts at Office Box 8 dumbia, SC 292	3355			



SOUTH CAROLINA DEPARTMENT OF HEALTH AND HUMAN SERVICES MEDICAID HEALTH INSURANCE INFORMATION REFERRAL FORM

	Provider or Departme	ent Name:	Provider ID or NPI:
	Contact Person:	Phone #:	Date:
Ι		FOR A MEDICAID BENEFICIAI NFORMATION SYSTEM (MMIS)	RY WITH NO INSURANCE IN THE MEDICAID) – ALLOW 25 DAYS
	Beneficiary Name: _		Date Referral Completed:
	Medicaid ID#:		Policy Number:
	Insurance Company 1	Name:	Group Number:
	Insured's Name:		Insured SSN:
	Employer's Name/Ac	ldress:	
	b c d.	subscriber coverage lapsed - termina subscriber changed plans under emp	ate coverage (date) ate coverage (date) ployer - new carrier is new policy number is
	e.	beneficiary to add to insurance alread	dy in MMIS for subscriber or other family member.
		(name)	
	AT		RIATE DOCUMENTATION TO THIS FORM. aid Insurance Verification Services (MIVS). Mail:



SOUTH CAROLINA DEPARTMENT OF HEALTH AND HUMAN SERVICES REASONABLE EFFORT DOCUMENTATION

PROVIDER	DOS
NPI or MEDICAID PROVIDER ID	
MEDICAID BENEFICIARY NAME	
MEDICAID BENEFICIARY ID#	
INSURANCE COMPANY NAME	
POLICYHOLDER	
POLICY NUMBER	
ORIGINAL DATE FILED TO INSURANCE COMPANY	
DATE OF FOLLOW UP ACTIVITY	
RESULT:	
FURTHER ACTION TAKEN:	
DATE OF SECOND FOLLOW UP	
RESULT:	
I HAVE EXHAUSTED ALL OPTIONS FOR OBTAINING A I THE PRIMARY INSURER.	PAYMENT OR SUFFICIENT RESPONSE FROM
(SIGNATURE AND DAT	<u>ΓΕ</u>)

ATTACH A COPY OF THE FORM TO A NEW CLAIM AND FORWARD TO YOUR MEDICAID CLAIMS PROCESSING POST OFFICE BOX.

South Carolina Department of Health and Human Services Duplicate Remittance Advice Request Form

Purpose: This form is to be used for all requests for duplicate remittance advices from South Carolina Medicaid. The form must be completed in its entirety in order to honor the request. If the form is incomplete, the form will be returned requesting the additional information.

Please contact the SCDHHS Medicaid Provider Service Center (PSC) at 1-888-289-0709 or submit an online inquiry at http://www.scdhhs.gov/contact-us for instructions on submission of your request.

1edicaid Legacy Provider #	(Six Characters)
NPI#	Taxonomy
Person to Contact:	Telephone Number:
Please list the date(s) of the remittar	nce advice for which you are requesting a duplicate copy
	vailable electronically through the Web Tool. Ple
request.	ity of the fellitainte advice date before sublini
Church Adduses for delivery of very	
Street Address for delivery of reques	t:
Street:	
, ,	
Street:	
Street:	
Street: City: State:	
Street: City: State: Zip Code:	
Street: City: State: Zip Code: Charges for duplicate remittance adv	
Street:	



Submit your Claim Reconsideration request to:

Fax: 1-855-563-7086

or

Mail: South Carolina Healthy Connections Medicaid ATTN: Claim Reconsiderations

Post Office Box 8809
Columbia, SC 29202-8809

CLAIM RECONSIDERATION FORM

Instructions: Complete this form within 30 days of receipt of the remittance advice reflecting the denied claim, and attach all documentation in support of your request. A separate SCDHHS CR form is required for each claim control number (CCN). Allow up to 60 days for a written response. Claim disputes must first be initiated through the Provider Service Center (PSC). Enter the PSC Communication ID in the required field below. For questions, contact the PSC at 1-888-289-0709. Note: Timely filing guidelines apply.

Section 1: Beneficiary Information		
Name (Last, First, MI):		
Date of Birth:	Medicaid BeneficiaryID:	
Section 2: Provider Information		
Specify your affiliation: ☐ Physician ☐ Hospital ☐ Other	(DME, Lab, Home Health Agency, et	c.):
NPI: Medicaid Provider ID:	Facility/Group/Provide	r Name:
Return Mailing Address:		
Street or Post Office Box		State ZIP
Contact: Email:	Telephone #:	Fax #:
Section 3: Claim Information (Only one CCN allowed per request.)	
Communication ID: CCN: _		Date(s) of Service:
Section 4: Claim Reconsideration Information What area is your denial related to? (Please select below) AmbulanceServices AutismSpectrum Disorder (ASD) Services ClinicServices Community Long Term Care (CLTC) Community Mental Health Services Department of Disabilities and Special Needs (DDSN) Waivers Durable Medical Equipment (DME) Early InterventionServices Enhanced Services Federally Qualified Health Center (FQHC) Home Health Services Hospice Services Hospital Services	☐ Local Education Agencies (LEA)☐ Medically Complex Children's	(MCC) Waivers rmediate Care Facility for Individual: CF/IID) on (OSS) Other Medical Professionals and AudiologicalServices th Services (RBHS)

SCDHHS-CR Form (11/18) Page 1 of 2



Healthy Connections	
Section 5: Desired Outcome	
Request submitted by:	
Print Name:	•
Signature:	Date:

SCDHHS-CR Form (11/18) Page 2 of 2



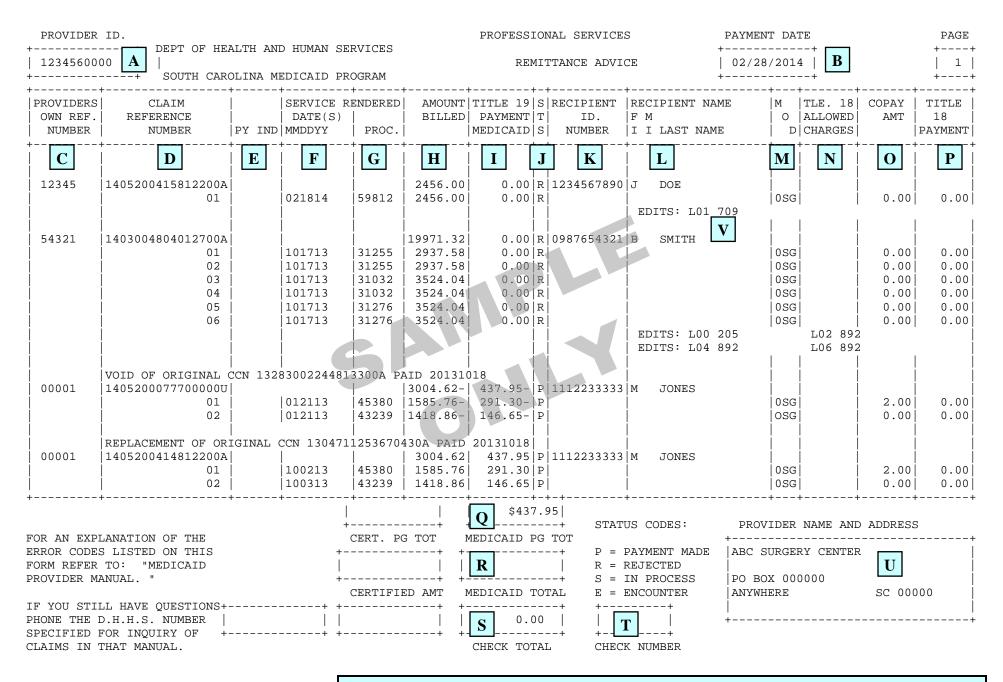
HEALTH INSURANCE CLAIM FORM

Clinic Services Sample Claim Showing NDC

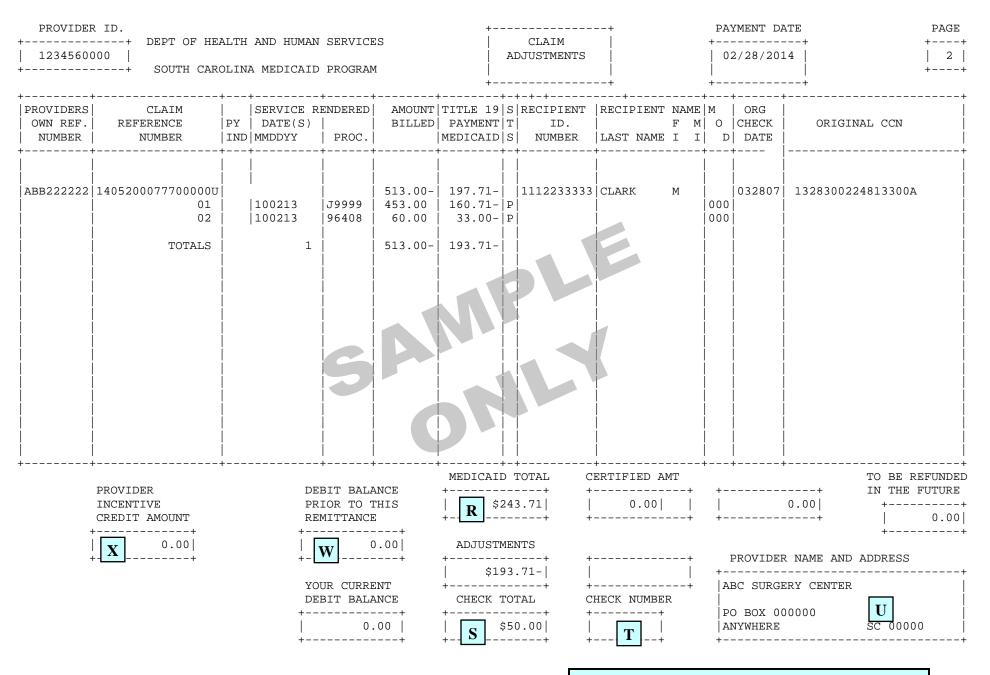
PICA		PICA
MEDICARE MEDICAID TRICARE CHAMPI (Medicare#) X (Medicaid#) (IDM/DoD#) (Member	HEALTH PLAN PLKILING	1234567890
PATIENT'S NAME (Last Name, First Name, Middle Initial) OE JOHN A	3. PATIENT'S BIRTH DATE SEX	4. INSURED'S NAME (Last Name, First Name, Middle Initial)
PATIENT'S ADDRESS (No., Street)	6. PATIENT RELATIONSHIP TO INSURED	7. INSURED'S ADDRESS (No., Street)
•	Self Spouse Child Other	
Y STATE	8. RESERVED FOR NUCC USE	CITY
CODE TELEPHONE (Include Area Code)	-	ZIP CODE TELEPHONE (Include Area Code)
()		
OTHER INSURED'S NAME (Last Name, First Name, Middle Initial)	10. IS PATIENT'S CONDITION RELATED TO:	11. INSURED'S POLICY GROUP OR FECA NUMBER
THER INSURED'S POLICY OR GROUP NUMBER	a. EMPLOYMENT? (Current or Previous) YES NO	a. INSURED'S DATE OF BIRTH
ESERVED FOR NUCC USE	b. AUTO ACCIDENTY PLACE (Sta	b. OTHER CLAIM ID (Designated by NUCC)
ESERVED FOR NUCC USE	c. OTHER ACCIDENT?	a. INSURANCE PLAN NAME OF PROGRAM NAME
ISURANCE PLAN NAME OR PROGRAM NAME	10d. CLAIM CODES (Designated by NUCC)	d. IS THERE ANOTHER HEALTH BENEFIT PLAN?
A CONTRACTOR OF PROGRAM IN THE	iss. See a control (constituto)	YES NO # yee, complete items 9, 9a, and 9d.
READ BACK OF FORM BEFORE COMPLETIN PATIENT'S OR AUTHORIZED PERSON'S SIGNATURE I authorize the oprocess this claim. I also request payment of government benefits eithe	G & SIGNING THIS FORM.	13. INSURED'S OR AUTHORIZED PERSON'S SIGNATURE I authorize
o process this claim. I also request payment of government banefits eithe selow.	to myself or to the party who accepts assignment	 payment of medical banefits to the undersigned physician or supplier for services described below.
SIGNATURE ON FILE	DATE	SIGNED
	OTHER DATE MM DD YY	18. DATES PATIENT UNABLE TO WORK IN CURRENT OCCUPATION MM DD TO
IAME OF REFERRING PROVIDER OR OTHER SOURCE	g.	18. HOSPITALIZATION DATES RELATED TO CURRENT SERVICES
17 ADDITIONAL CLAIM INFORMATION (Designated by NUCC)	b. NPI	FROM TO 20. OUTSIDE LAB? \$ CHARGES
NOOTH CONTROL		YES NO
DIAGNOSIS OR NATURE OF ILLNESS OR INJURY Relate A-L to ser	vice line below (24E) ICD Incl.	22. RESUBMISSION ORIGINAL REF. NO.
185 B. C. I	D.	and the contract of the contra
F. G. J	Н	23. PRIOR AUTHORIZATION NUMBER
A. DATE(S) OF SERVICE B. C. D. PROCE	EDURES, SERVICES, OR SUPPLIES E.	- F. Q. H. L. J.
From To PLACEOF (Expl	ain Unusual Circumstances) DIAGNO	SIS DAYS END ID. RENDERING
00300368301		
07 14 65 j9217		238500 4 NPI
		NPI NPI
		NPI NPI
		NPI NPI
		NPI NPI
		NPI NPI
FEDERAL TAX I.D. NUMBER SSN EIN 26. PATIENT'S	(For gove claims, see back)	
11111111	A TES NO	\$ 2385 00 \$ 0 00 2385 00
NCLUDING DEGREES OR CREDENTIALS	ACILITY LOCATION INFORMATION	33. BILLING PROVIDER INFO & PH # (555)555-5555 ABC Clinic
I certify that the statements on the reverse		
apply to this bill and are made a part thereof.)		123 Oak St
apply to this bill and are made a part thereof.)		123 Oak St Anywhere, SC 22222-2222

PROVIDER						PROFESSIO	NAL SERVICE		PAYMENT DA			PAGE
AB0008000	+ DEPT OF HE. 00 + SOUTH CAR(OLINA M	EDICAID P				NCE ADVICE		+ 02/14/201 +	4		++ 1 ++
PROVIDERS OWN REF. NUMBER	CLAIM REFERENCE	 	SERVICE		AMOUNT BILLED	TITLE 19 S PAYMENT T	RECIPIENT ID.	RECIPIENT NAME OF MAINTENAME OF MAINTENAME OF MAINTENAME OF THE PROPERTY OF T	ME M O	•	COPAY	TITLE 18 PAYMENT
 ABB1AA 	 1403004803012700A 01	!	 101713 	71010	27.00 27.00	6.72 P 6.72 P	1112233333	M CLARK	 026		0.00	0.00
ABB2AA	1403004804012700A 01	1	101713	 74176	259.00 259.00	0.00 S 0.00 S	11122333333 	M CLARK	026		0.00	0.00
ABB3AA	1403004805012700A 01 02	 	 071913 071913 	A5120 A4927	24.00 12.00 12.00	0.00 R		M CLARK	 000 000 946 L02	1	0.00	0.00
	TOTALS			3	310.00			 			0.00	0.00
FOR AN EXPI	LANATION OF THE	+	+	-+	•	\$6.72 + MEDICAID PG	 + STAT	US CODES:	,	NAME ANI		++ S +
ERROR CODES LISTED ON THIS FORM REFER TO: "MEDICAID PROVIDER MANUAL".		+	\$(+ +		REJECTED						
PHONE THE I	LL HAVE QUESTIONS+ D.H.H.S. NUMBER FOR INQUIRY OF + THAT MANUAL.		1.1		+ + 	0.	+ + 00 + +	ENCOUNTER+ + K NUMBER	FLORENCE +		SC 00	000

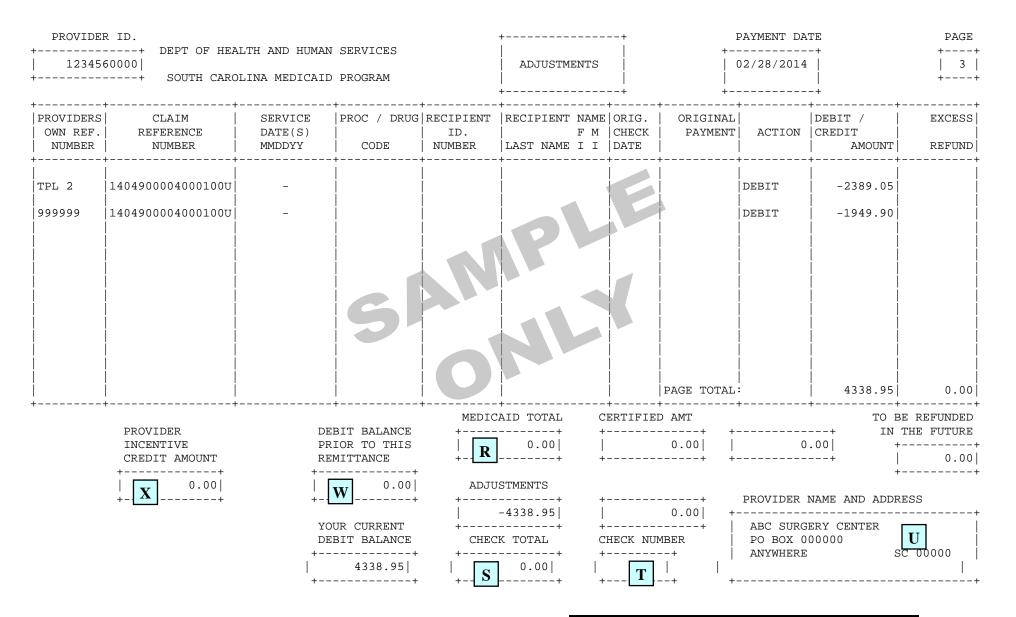
This page shows a paid claim, suspended claim and rejected claim.



This page shows two rejected claims, as well as a Void/Replacement claim for which both the Void and the Replacement processed during the same payment cycle.



This page shows a claim-level Void without a corresponding Replacement claim.



Gross-level adjustments always appear on the final page of the Remittance Advice.



SOUTH CAROLINA DEPARTMENT OF HEALTH AND HUMAN SERVICES ESRD ENROLLMENT FOR MEDICAID BENEFICIARIES

PART I – PATIENT I	INFORMAT	ION				
Name:			Date of Birth:	Social Security No:		
A dduass.			Madicald ID No.	Madiaga Eligible?		
Address:			Medicaid ID No:	Medicare Eligible?		
STR	EET OR RFD		Medicare Application	on Submitted?		
CITY	STATE	ZIP CODE	V. D. D.			
County:		are No:	Yes Date: Effective Date:	Medicare Denied?		
County.	Tyledie	.a.c 1 (0.	Effective Bate.	☐ Yes ☐ No		
REASON FOR DENIAL:						
PART II – TREATM	TENT INFO	RMATION _	DIALVSIS			
Date of First Treatmen			Transplant Candida	te?		
			☐ Yes ☐ No			
Name of Facility Tran	sferred From:	:	1 - 200 - 200			
Mode of Treatment:			Home Dialysis:			
☐ HEMODIALYS	IS		TYPE:			
☐ PERITONEAL I	DIALYSIS					
☐ SELF DIALYSI						
PART III – MEDICA						
Reimbursed by DSS?	Provid	ler of Transpo	rtation:			
☐ Yes ☐ No	NEODMATI	ION	DILLIC LICE ONLY	7		
ESRD PROVIDER I	NFURMAT	ION	ESRD Enrolled:			
Cinne I vame.			ESKE Emoned.			
NPI or Medicaid Prov	ider ID:		Code:			
D1			Tree di Di			
Physician's Name:			Effective Date:			
Form Completed By:			Approved By:			
NAME		TELEPHONE NO.	Date Approved:			
TITLE		DATE	r P-2 - Car			
Mail To: ESRD SER	VICES		Comments:			
SCDHHS PO BOX 82	06					
	4, SC 29202-82	206				
	_					

Form Approved: OMB No. 0937-0166 Expiration date: 7/31/2025

CONSENT FOR STERILIZATION

NOTICE: YOUR DECISION AT ANY TIME NOT TO BE STERILIZED WILL NOT RESULT IN THE WITHDRAWAL OR WITHHOLDING OF ANY BENEFITS PROVIDED BY PROGRAMS OR PROJECTS RECEIVING FEDERAL FUNDS.

■ CONSENT TO STERILIZATION ■	■ STATEMENT OF PERSON OBTAINING CONSENT ■
I have asked for and received information about sterilization from	Before signed the
. When I first asked	Name of Individual
Doctor or Clinic	consent form, I explained to him/her the nature of sterilization operation
for the information, I was told that the decision to be sterilized is completely up to me. I was told that I could decide not to be sterilized. If I de-	, the fact that it is Specify Type of Operation
cide not to be sterilized, my decision will not affect my right to future care	intended to be a final and irreversible procedure and the discomforts, risks
or treatment. I will not lose any help or benefits from programs receiving	and benefits associated with it.
Federal funds, such as Temporary Assistance for Needy Families (TANF) or Medicaid that I am now getting or for which I may become eligible.	I counseled the individual to be sterilized that alternative methods of
I UNDERSTAND THAT THE STERILIZATION MUST BE CONSIDERED	birth control are available which are temporary. I explained that steriliza- tion is different because it is permanent. I informed the individual to be
PERMANENT AND NOT REVERSIBLE. I HAVE DECIDED THAT I DO	sterilized that his/her consent can be withdrawn at any time and that
NOT WANT TO BECOME PREGNANT, BEAR CHILDREN OR FATHER CHILDREN.	he/she will not lose any health services or any benefits provided by Federal funds.
I was told about those temporary methods of birth control that are	To the best of my knowledge and belief the individual to be sterilized is
available and could be provided to me which will allow me to bear or father	at least 21 years old and appears mentally competent. He/She knowingly
a child in the future. I have rejected these alternatives and chosen to be sterilized.	and voluntarily requested to be sterilized and appears to understand the nature and consequences of the procedure.
I understand that I will be sterilized by an operation known as a	nature and consequences of the procedure.
The discomforts, risks	Signature of Person Obtaining Consent Date
Specify Type of Operation	Signature of Ferson Obtaining Consent Date
and benefits associated with the operation have been explained to me. All my questions have been answered to my satisfaction.	Facility
I understand that the operation will not be done until at least 30 days	,
after I sign this form. I understand that I can change my mind at any time	Address
and that my decision at any time not to be sterilized will not result in the withholding of any benefits or medical services provided by federally	■ PHYSICIAN'S STATEMENT
funded programs.	Shortly before I performed a sterilization operation upon
I am at least 21 years of age and was born on:	on
Date	Name of Individual Date of Sterilization
I,, hereby consent of my own	I explained to him/her the nature of the sterilization operation
free will to be sterilized by	, the fact that it is
by a method called . My	Specify Type of Operation intended to be a final and irreversible procedure and the discomforts, risks
Specify Type of Operation	and benefits associated with it.
consent expires 180 days from the date of my signature below.	I counseled the individual to be sterilized that alternative methods of
I also consent to the release of this form and other medical records about the operation to:	birth control are available which are temporary. I explained that sterilization is different because it is permanent.
Representatives of the Department of Health and Human Services,	I informed the individual to be sterilized that his/her consent can
or Employees of programs or projects funded by the Department	be withdrawn at any time and that he/she will not lose any health services or benefits provided by Federal funds.
but only for determining if Federal laws were observed. I have received a copy of this form.	To the best of my knowledge and belief the individual to be sterilized is
Thave received a copy of this form.	at least 21 years old and appears mentally competent. He/She knowingly
	and voluntarily requested to be sterilized and appeared to understand the nature and consequences of the procedure.
Signature Date	(Instructions for use of alternative final paragraph: Use the first
You are requested to supply the following information, but it is not required: (Ethnicity and Race Designation) (please check)	paragraph below except in the case of premature delivery or emergency
Ethnicity: Race (mark one or more):	abdominal surgery where the sterilization is performed less than 30 days after the date of the individual's signature on the consent form. In those
☐ Hispanic or Latino ☐ American Indian or Alaska Native	cases, the second paragraph below must be used. Cross out the para-
☐ Not Hispanic or Latino ☐ Asian ☐ Black or African American	graph which is not used.) (1) At least 30 days have passed between the data of the individuals
Native Hawaiian or Other Pacific Islander	(1) At least 30 days have passed between the date of the individual's signature on this consent form and the date the sterilization was
☐ White	performed.
===================================	(2) This sterilization was performed less than 30 days but more than 72 hours after the date of the individual's signature on this consent form
■ INTERPRETER'S STATEMENT ■	because of the following circumstances (check applicable box and fill in
If an interpreter is provided to assist the individual to be sterilized:	information requested):
I have translated the information and advice presented orally to the in- dividual to be sterilized by the person obtaining this consent. I have also	Premature delivery
read him/her the consent form in	Individual's expected date of delivery: Emergency abdominal surgery (describe circumstances):
language and explained its contents to him/her. To the best of my	ш шпетденсу авионнна surgery (describe circumstances).
knowledge and belief he/she understood this explanation.	

Date

Physician's Signature

Date

Interpreter's Signature