



Illinois Department of Human Services

222 South College, 2<sup>nd</sup> Floor, Springfield, IL 62704**PROVIDER INFORMATIONAL NOTICE**

**TO:** Interpreters, Interpreters for the Deaf & Translators

**FROM:** Eileen DeRoze  
Bureau of Early Intervention

**DATE:** February 25, 2009

**SUBJECT: CHANGES TO BILLING CODES AND AUTHORIZATION TYPES FOR INTERPRETERS, INTERPRETERS FOR THE DEAF AND TRANSLATORS**

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Effective March 9, 2009, code changes will be implemented that will impact billing to the Early Intervention Central Billing Office (CBO) for Interpreters for the Deaf and Translators. The code changes include modifiers that have been added to the existing T1013 procedure code and are clarified below by discipline. If no change was made to the code within a discipline, that has also been clarified below. You will also find information that pertains to services provided during an IFSP meeting.

**Interpreters**

- Individual authorizations **will continue** to identify the T1013 procedure code as the code to bill CBO.
- Group authorizations **will continue** to identify the T1013 HQ procedure code and modifier as the codes to bill CBO.
- The auth type IM for IFSP meetings has been opened for CFCs to use for Interpreters. This means that Interpreters who interpret for IFSP meetings will receive an authorization that is just for the IFSP meeting. The authorization will be for the date and amount of time that the IFSP meeting was actually held. **NOTE:** This is the only authorization type that a provider **does not** receive prior to the provision of services. This authorization is based upon actual attendance at the IFSP meeting. **The Interpreter should always ask the Service Coordinator for a copy of the IFSP meeting authorization prior to leaving the meeting, or the IFSP meeting authorization number if the Service Coordinator is unable to print the authorization. An authorization number will ensure that an authorization was actually generated for the IFSP meeting and that the provider will receive payment for services.** Service Coordinators are **required** to have their laptop computers with them when facilitating an IFSP meeting away from their office. **The IFSP meeting authorization number can be generated using the laptop.**

**Interpreters for the Deaf**

As of March 9, 2009, a modifier of **HT** will be added to the T1013 codes for Interpreters for the Deaf. Authorizations will now print as follows.

- Individual authorizations **will identify** the T1013 HT procedure code and modifier as the codes to bill CBO.

- Group authorizations **will identify** the T1013 HQ HT procedure code and modifiers as the codes to bill CBO.
- The auth type IM for IFSP meetings has been opened for use for Interpreters for the Deaf. This means that Interpreters for the Deaf who interpret for IFSP meetings will receive an authorization that is just for the IFSP meeting. The authorization will be for the date and amount of time that the IFSP meeting was actually held. **NOTE:** This is the only authorization type that a provider **does not** receive prior to the provision of services. This authorization is based upon actual attendance at the IFSP meeting. **The Interpreter for the Deaf should always ask the Service Coordinator for a copy of the IFSP meeting authorization prior to leaving the meeting, or the IFSP meeting authorization number if the Service Coordinator is unable to print the authorization. An authorization number will ensure that an authorization was actually generated for the IFSP meeting and that the provider will receive payment for services.** Service Coordinators are **required** to have their laptop computers with them when facilitating an IFSP meeting away from their office. **The IFSP meeting authorization number can be generated using the laptop.**

### **Translators**

As of March 9, 2009, a modifier of **TL** will be added to the T1013 code for Translators.

Authorizations to Translators can only be generated **at two onsite** locations. Authorizations to Translators **will not** be allowed for group services.

- Individual authorizations **will identify** the T1013 TL procedure code and modifier as the codes to bill CBO.
- Translation of documents will only occur in the Translators office, which is an onsite setting. Therefore, authorizations **will only be allowed** for place of service code 11 (Service Provider Location) or 62 (Early Intervention Program).
- Translation of documents will not be done in a group setting. Therefore, authorizations for Translators **will not** be allowed for group services.
- Translators who will translate documents for pre-IFSP activities need to understand the following. **Once an IFSP begin date is entered into the Cornerstone system, authorizations generated for pre-IFSP services are automatically discontinued by the Cornerstone system.** Therefore, documents that require translation during the pre-IFSP period **must be completed** prior to the initial IFSP begin date. Otherwise the Translator **will not** be able to bill and receive payment for services provided.

Beginning March 9, 2009, Interpreters for the Deaf and Translators **must bill the CBO using the new modifiers identified above for all existing authorizations.** All new authorizations generated beginning March 9, 2009 will print with the new modifiers. **Failure to bill using the new modifiers identified above will result in a denial of claims.** If you receive denied claims due to failure to bill using the new modifiers, and the dates of service that were denied are now outside of the 90 day billing timeframe, you may submit corrected claims to the CBO for payment. The process to submit corrected claims is as follows.

- 1) Make a copy of your denied claim.
- 2) Add the missing modifier(s).
- 3) Write corrected claim at the top of the claim.
- 4) Submit the claim to the CBO at the following address:

Early Intervention Central Billing Office  
P.O. Box 19485  
Springfield, IL 62794-9485

- 5) The CBO is unable to accept corrected claims that are billed electronically. Corrected claims must be submitted via mail to the address above.

If you received denied claims and the dates of service are still within the 90 day billing timeframe, you may add the modifiers to those claims and submit as new claims for payment via the electronic or paper process.

In addition to the above information, all Translators should be aware of the following. Translators **are required** to document **actual time used** to translate documents and to bill based upon that documented time. This means that if an authorization was received for more time than was actually used, only submit claims for the actual amount of time that was used.

If you have questions about this document please call the CBO Call Center at 800/634-8540. Thank you for your continued participation as a provider of services for the Early Intervention Services System.