

WAIVER TYPE SELECTION

Select Home Health service codes require a waiver type association to complete a visit if the member is part of a waiver program. Provider administrators are required to manage waiver types using the CareBridge portal.

To select a waiver type, navigate to the **Authorizations** page and use the *filters* drop-down menu to locate the authorization associated with the service code.

If the authorization has not been acknowledged, click the **'Received'** button under the **Acknowledgment** column and choose **'Acknowledge'** (Figure 1).

Figure 1. **Authorizations: Acknowledge drop-down**

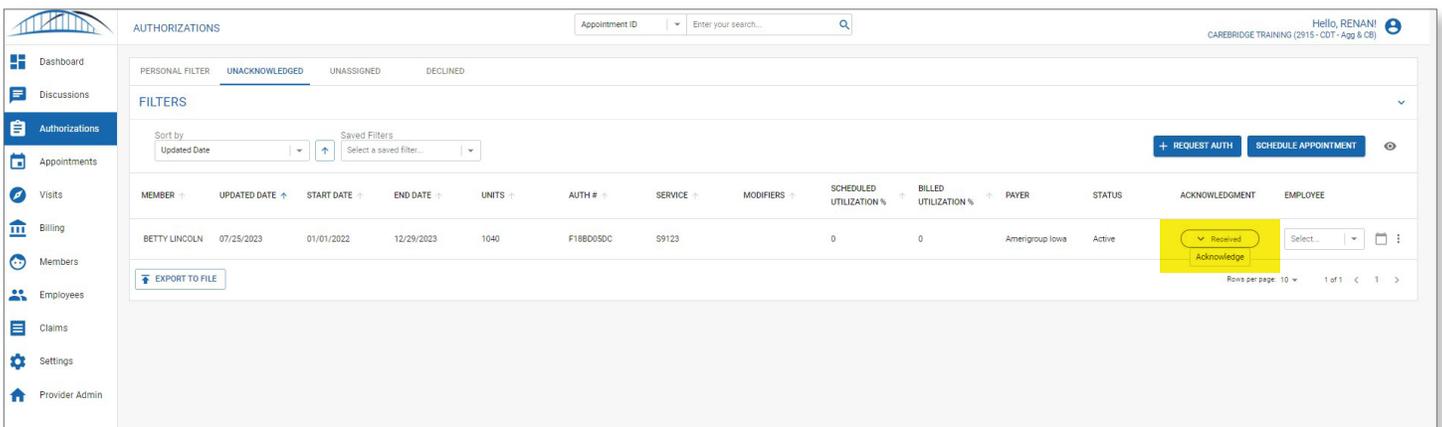
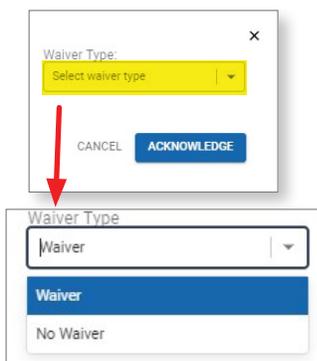


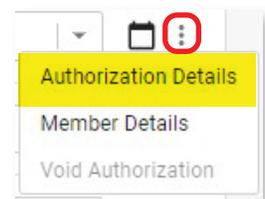
Figure 2. Waiver Type



A pop-up menu will prompt a waiver type selection for this authorization. Choose "Waiver" or "No Waiver" and click the **'Acknowledge'** button to finalize the selection (Figure 2).

If an authorization has already been acknowledged and requires a waiver type selection or a change to a previous selection, click the actions menu (**three vertical dots**) to the right of the authorization row and select **authorization details** (Figure 3).

Figure 3. Authorization Details

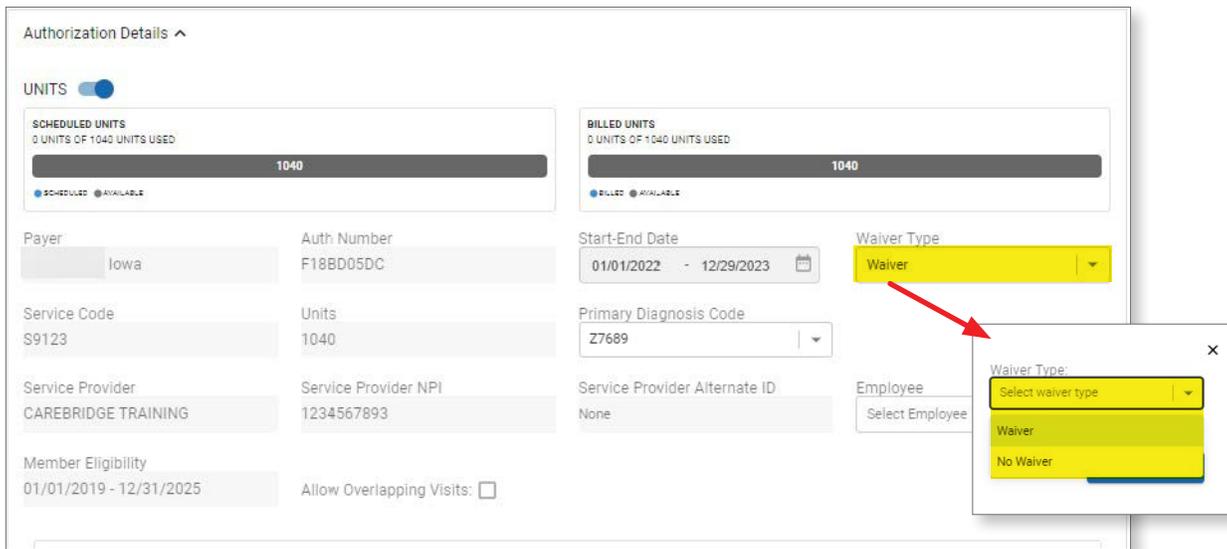


On the details screen, click the **pencil icon** to enable editing (Figure 4) and select the waiver type from the drop-down menu (Figure 5). Click the **'Save'** button at the bottom right of the details screen to finalize the selection.

Figure 4. Details: Pencil icon



Figure 5. Select Waiver Type



RATES

A waiver type association must be selected for service codes requiring a waiver type distinction when creating a new rate for a service code. A separate rate must be created for both the waiver and non-waiver versions where applicable. On the **settings** page under the rates tab, click **" +New Rate "**. Under the service code drop down menu, the waiver type can be selected for the code

