Updating NEW Service Codes in Methasoft
Narcotic Treatment Programs - Methadone Maintenance

SFDPH – Community Behavioral Health Services (CBHS) is changing the set of Service Codes used by Substance Use Disorder (SUD) Providers.   The NEW Service Codes become effective on July 1, 2015. This document provides information on steps you need to take to update your Clinic Facility's Methasoft system for the new CBHS Service Codes.   Please refer to the May, 2015 - Avatar Provider Billing Bulletin about, ***Narcotic Treatment Programs - Service Codes Changing***, for information about Methadone Service Codes.

The Methasoft system must be updated by each NTP Clinic facility before any July, 2015 services are provided. This will allow Methasoft to pull in the correct Service Codes before services are exported and the CBHS upload file generated for July; for example, for Dosing Take Homes that Patients received, when the Avatar export file is created.   Methasoft will use the 'Date of Service' to determine WHICH procedure code to use, if it is set up correctly.   NTP Clinics should contact the Methasoft Support Group to make sure their system is set up correctly to match the new Service Codes required.

The 'basic' steps for NTP Clinics will be:
1. Update the CURRENT Billable Services code records in your Methasoft system to have an END DATE of 6/30/2015.
2. Put in Billable Services using the NEW Procedure Codes (Service Codes) for EACH service provided (Individual, Group, Dosing, etc.) with a START DATE of 7/1/2015.
3. Verify Services are correctly recorded by generating and reviewing Methasoft reports before exporting services and creating your Clinic's upload file to CBHS. For July, 2015 services, please make sure the NEW Service codes are used.

Note: If you are using Methasoft version 5.8.0.8 or EARLIER, the following instructions and example may not apply to you.   Please contact the Methasoft Support Group for assistance.

Following is a sample of a Dosing Service set up:

1. Set the 'EFFECTIVE TO' date to 6/30/2015 on the CURRENT Service.
2. Create a NEW Dosing Service record with an 'EFFECTIVE ON' date of 7/1/2015.