

Transportation Billing

Set up a separate contract, solely for transportation. See instructions: [Adding a Contract](#)

Place of service = 11

Procedure code is T2003

When adding consumers to the new transportation contract, enter 2 in the Units field:

Client Info Funding

Contract ID MA-MED-
Description MH Transportation

Start Date 2/1/2024 End Date
Proc Code T2003 Modifier Units 2

Go to Create Attendance for a Period to create your billing. The software will automatically create 2 records per date of service. There will be asterisks (*) next to the corresponding calendar day, indicating that the additional record has been created. You will see 1 unit in each.

Thursday Friday

01*** 02***
T2003 1 T2003 1

08*** 09***
T2003 1 T2003 1

If there is only 1 trip for a dos, then you can edit the attendance by deleting the 2nd record.

To do this, click on the asterisks for the dos you are editing and a Second Record screen will pop up.

Click delete.

Second Record

Date 2/1/2024

Procedure Code T2003

Proc Code Modifier

Units 1.0000

Delete Save Cancel

This will ensure that only one record will be billed for that dos, instead of two.

Proceed with regular billing procedures.