

Funding

In this section, you will be adding the insurance company who is financially responsible for the services provided for each individual.

NOTE: If there is more than one insurance company (ie: MH + a One Care), only ONE funding source can be OPEN at a time.

ONLY the same funding source can have multiple contracts open at the same time. (ie: MH dayhab: in person **and** ISS can both be open)

Having 2 open sources does NOT apply to two different insurance companies. You will receive the message below if you attempt to have 2 open sources from different companies, ie: CCA *and* MH or Tufts *and* MH. In this case, close the currently open funding source before adding.

MMETS

×

You must close open funding records before adding this contract.

OK

NOTE: Do NOT add the *same* funding source more than once. There should only be ONE contract for each insurance company.

The information that you entered in the prior two screens will automatically be populated.

Client

Name Key 56478 CLEVER, JUNE

Client Info Funding

Contract ID MA-MED-9990-1300-610
 Descriptio MassHealth ISS Services

Start Date 10/5/2019 End Date
 Proc Code S5102 Modifier TF Units 1

Mon Y Tue Y Wed Y Thur Y Fri Y Sat N Sun N

Funding sources: Select one to edit or click Add Funding Source

Contract	Description	StartDate	EndDate	Closed
MAMED999013006100000	MassHealth ISS Services	10/5/2019		N

Closed? N

Add Funding Source

Save Cancel

When adding additional funding sources, you will need to make sure your contract has already been added: [Adding a Contract](#)

Click on Add Funding Source:

Client

Name Key 56478 JUNE CLEVER

Client Info Funding

Contract ID MA-MED-9990-1300-610
 Descriptio MassHealth ISS Services

Start Date 10/5/2019 End Date
 Proc Code S5102 Modifier TF Units 1

Mon Y Tue Y Wed Y Thur Y Fri Y Sat N Sun N

Funding sources: Select one to edit or click Add Funding Source

Contract	Description	StartDate	EndDate	Closed
MAMED999013006100000	MassHealth ISS Services	10/5/2019		N

Closed? N

Add Funding Source

Save Cancel

A Contract box will appear with a drop down with all active contracts to assign.

Fill out the Start Date, Proc Code, Modifier, Units and put Y in days of the week you want records created for (ie: day hab would be Mon-Fri, AFC would be Mon-Sun, etc.)

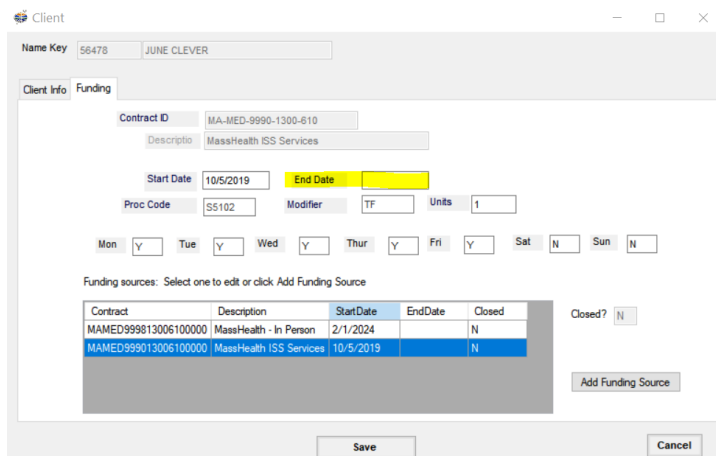
Click on Save

Closing a Funding Source:

Click on the Contract in the box you want to close.

Once selected, enter a date in the **End Date** field. (see highlighted box below.)

NOTE: ONLY enter an end date if the funding source is, in fact, **closed**. Do **NOT** enter in future dates (ie: 1/1/2050).



The screenshot shows a software window titled "Client" with a "Funding" tab. The "Contract ID" is MA-MED-9990-1300-610 and the "Description" is MassHealth ISS Services. The "Start Date" is 10/5/2019 and the "End Date" field is highlighted in yellow. Below this, there are fields for "Proc Code" (SS102), "Modifier" (TF), and "Units" (1). A weekly schedule is shown with checkboxes for days of the week. At the bottom, there is a table of "Funding sources" and a "Save" button.

Contract	Description	StartDate	EndDate	Closed
MAMED999813006100000	MassHealth - In Person	2/1/2024		N
MAMED999013006100000	MassHealth ISS Services	10/5/2019		N

Once the end date is entered, click Save.

NOTE: N in the Closed Funding field indicates that the funding source is OPEN.

Y in the Closed Funding field indicates that the funding source is CLOSED.