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STATE BOARD OF WORKERS' COMPENSATION

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The following amendment is made to The Georgia Workers' Compensation Medical Fee Schedule of April 1, 2005 and July 1, 2005 Hospital Fee Schedule, adopted by the State Board of Workers' Compensation and will be effective November 15, 2005.

Page 16, April 1, 2005 Medical Fee Schedule & Page 11, July 1, 2005 Hospital Fee Schedule

SECTION IV: General Reimbursement Requirements

MEDICAL RECORDS

The medical provider's medical record is the basis for determining medical necessity and for substantiating the services rendered; therefore, the medical record must be legible and should include the following: office notes and/or surgical notes, progress notes, operative notes, diagnostic test results, and any other information necessary to support the services rendered. All bills must be submitted using CPT, ICD-9-CM, or DRG codes on a Board Form WC-20(a), CMS-1500, or a Uniform Billing 92 (UB-92). These forms must be properly filled out, with attached documentation, at no charge to the party responsible for payment.

Failure to submit supporting documentation and forms required by the Board might jeopardize or delay payment. Medical providers are only required to submit the complete set of documentation once. If documentation is incomplete, the medical provider is required to submit the missing information. After the complete documentation has been submitted to the payer once, the medical provider can charge for additional copies in accordance with costs defined below.

Services provided pursuant to the Workers' Compensation Act are not confidential from the employer/insurer that, by law, is responsible for payment of medical services.

Generally, costs for copies of medical records and bills will be charged against the party responsible for payment of medical expenses.

The injured employee, upon request of the employer/insurer, shall furnish copies of all medical records and reports in his/her possession. See Board Rule 200(f)(1). The employer/insurer shall, upon the request of the injured employee, furnish copies of all medical reports in their possession. See Board Rule 200(f)(2). **However, any party or attorney who request copies of medical records or bills directly from a medical provider shall be responsible for payment.**

Cost for copying medical records under a workers' compensation claim shall be billed **at twenty-cents (\$0.20) per page, with a minimum charge of twenty-five dollars (\$25.00), sales tax (if applicable), and actual cost for postage to mail the documents.** Providers who use a medical records company to make and provide copies of medical records must ensure that **reimbursement requirements are followed in accordance to the above fee schedule guidelines.** X-ray copy charges will be billed at \$9.50 per copy.