

## Payment Guideline: Unlisted Codes

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**Read First**

### **IMPORTANT INFORMATION CONCERNING WELLFLEET PAYMENT GUIDELINES**

This Payment Guideline serves as notice to health care providers of Wellfleet's payment practices. Health providers are advised to consult their own network provider agreement for determining specific payment policies.

Wellfleet may use reasonable discretion in applying these Payment Guidelines to health care services provided to its enrollees. This Payment Guideline does not address all the issues related to reimbursement for health care services. Other factors impacting reimbursement may supplement, modify or, in some cases, supersede this Payment Guideline. These factors may include, but are not limited to, legislative mandates, the type of provider arrangement and the terms of that agreement, and/or the member's benefit coverage document.

Wellfleet may modify this Payment Guideline at any time to comply with changes in national standards, changes in best practices, or other factors that may impact this payment Guideline. Should this Payment Guideline be revised, Wellfleet shall publish a new version of this Payment Guideline. Wellfleet encourages providers to keep current with any CPT or HCPCS updates as well as industry standards related to the services described in this Payment Guideline.

Providers are responsible for submission of accurate claims. Wellfleet reserves the right to request supporting documentation for claims submitted, including provider records.

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**Applicable  
Plans**

- Student Health Insurance (for policies issued or renewing after May 2019)
  - Fully Insured
    - Excluding policies issued in the following states: N/A
    - Excluding ISO
  - Self-Funded
    - Excluding policies issued by the following schools: N/A
- Student Sports
  - Fully Insured; for policies issued by the following carriers:
    - AIG
    - Axis

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- Commercial Casualty Insurance Company/Wellfleet Insurance
- Self-Funded
  - Excluding policies issued by the following schools: N/A
- Fully Insured Student Accident; for policies issued by the following carriers:
  - AIG
  - Axis
  - Commercial Casualty Insurance Company/Wellfleet Insurance
- Self-Funded Employer Insurance
  - Excluding policies issued by the following employers: N/A

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**Purpose**

Unlisted Codes: CPT or HCPCS codes meant to describe non-specific services or supplies. Unlisted Codes need to be reviewed because they have high abuse potential. Unlisted codes are considered appropriate when a CPT/HCPCS code that accurately identifies an item, service or procedure performed does not exist. Wellfleet reviews appropriate supporting documentation for unlisted or not otherwise classified (NOC) codes, as described below.

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**Scope**

This Guideline covers all submitted claims with Unlisted Codes as described under “Definitions” below.

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**Definitions**

- Unlisted Codes: CPT or HCPCS codes used to describe non-specific services or supplies such as items described as Unlisted, Not Otherwise Classified (NOC), Not Otherwise Specified (NOS), Unclassified, Miscellaneous, Generic, etc.

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**Guidelines**

1. Unlisted Codes should only be utilized when there is no other appropriate CPT or HCPCS available.
2. Wellfleet will accept Unlisted Codes for payment when:
  - a. The total line cost of an individual Unlisted Code is less than \$500.00 (1). This includes the sum cost of all units under that individual Unlisted CodeOR
  - b. The claim is accompanied by:

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- (1). An accurate, detailed description of the item, service or procedure performed, as identified by the Unlisted Code
- (2). Documentation supporting the use of the Unlisted Code vs. other available CPT or HCPCS, if appropriate
- (3). Supporting clinical documentation that is pertinent to the item, service or procedure performed, such as:
  - Imaging report
  - Invoice
  - Laboratory/pathology report
  - Operative/office notes
  - Procedure notes/reports
3. Unlisted or miscellaneous drug codes not currently covered by a HCPCS code should include an invoice with the claim that includes the drug name, appropriate National Drug Code (NDC) number and dosage.
4. Since CPT/HCPCS codes are subject to revision, these same requirements apply to any unlisted code not listed in Attachment A.

**Attachments**

1. Attachment A: Wellfleet Unlisted Code List:  
<https://wellfleetstudent.com/providers/>

**Change History**

<b>Version</b>	<b>Effective Date</b>	<b>Next Review Date</b>
1.0	12/1/2019	12/1/2020
2.0	12/1/20	12/1/21
2.1	10/1/2021	10/1/2022
3.0	9/1/2022	10/1/2023
3.1	3/1/2023	10/1/2023