

## PROVIDER INFORMATION

IMMEDIATELY AFTER THE BIRTH OF A CHILD TO A MOTHER WHO HAS VALID MEDICAL ASSISTANCE COVERAGE, NOTIFY THE COUNTY ASSISTANCE OFFICE (CAO) CONTACT PERSON LOCATED IN THE MOTHER'S COUNTY OF RESIDENCE BY TELEPHONE OR FAX. FOLLOW-UP THE INITIAL CONTACT **WITHIN THREE (3) WORKING DAYS** OF THE CHILD'S BIRTH BY COMPLETING THIS FORM AND SUBMITTING IT TO THE APPROPRIATE CAO/DISTRICT OFFICE.

### IMPORTANT

BEFORE THE BABY'S DISCHARGE BE SURE TO:

1. COMPLETE THIS FORM WITH THE ASSISTANCE OF THE BABY'S MOTHER OR AUTHORIZED REPRESENTATIVE.
2. COMPLETE THE "TEMPORARY NEWBORN ELIGIBILITY CARD" (MA 467) AND PRESENT IT TO THE MOTHER IN ORDER FOR HER TO OBTAIN MEDICAL SERVICES FOR HER NEWBORN PRIOR TO RECEIVING THE NEWBORN'S MEDICAL ASSISTANCE ACCESS CARD.
3. INSTRUCT THE BABY'S MOTHER OR AUTHORIZED REPRESENTATIVE TO CONTACT 1-800-KIDSMED (1-800-543-7633) FOR ASSISTANCE IN CHOOSING A PRIMARY CARE CASE MANAGER WHO WILL PROVIDE MEDICAL CARE FOR THE BABY AND SCHEDULE APPOINTMENTS FOR THE BABY'S EPSDT SCREENING, IMMUNIZATIONS AND FOLLOW-UP CARE.

## PROVIDER INSTRUCTIONS FOR COMPLETING THE MA 112

THE MA 112 IS A THREE-PART FORM CONSISTING OF A "PROVIDER COPY," "CAO COPY" AND "PROVIDER PENDING COPY."

THE PROVIDER COMPLETES THE UNSHADED AREAS OF THE FORM TO SUPPLY REQUESTED INFORMATION TO THE APPROPRIATE COUNTY ASSISTANCE OFFICE (CAO). THE SHADED AREAS ARE FOR USE BY THE CAO.

AFTER YOU HAVE COMPLETED THE REQUIRED INFORMATION, SEPARATE THE PAGES OF THE FORM AND MAIL THE "PROVIDER COPY" AND "CAO COPY" TO THE APPROPRIATE COUNTY ASSISTANCE OFFICE.

THE "PROVIDER PENDING COPY" IS FOR YOUR RECORD.

## PROVIDER INSTRUCTIONS FOR BILLING

BILL MEDICAL ASSISTANCE **IMMEDIATELY** AFTER YOU CONTACT THE CAO AND SUBMIT THE MA 112 TO THE CAO.

**IT IS NO LONGER NECESSARY TO WAIT FOR THE MA 112 TO BE RETURNED TO YOU BEFORE SUBMITTING YOUR INVOICE.**

WHEN YOU SUBMIT YOUR INVOICE TO MEDICAL ASSISTANCE PRIOR TO RECEIVING THE NEWBORN'S RECIPIENT NUMBER, YOU MUST BILL AS FOLLOWS:

- ON THE UB-92 INVOICE, USE THE MOTHER'S RECIPIENT NUMBER AND CONDITION CODE "Y0" WHICH INDICATES THAT THIS IS A NEWBORN BILLING.
- ON THE CMS-1500, USE THE MOTHER'S RECIPIENT NUMBER AND ATTACHMENT TYPE '26' TO INDICATE THAT THIS IS A NEWBORN BILLING. ALSO, USE ATTACHMENT CODE '99' AND ON A SEPARATE SHEET ATTACH REMARKS - INCLUDE THE MOTHER'S NAME, DATE OF BIRTH AND SOCIAL SECURITY NUMBER.
- IN THE "REMARKS SECTION" OF THE INVOICE, PLACE THE MOTHER'S NAME, DATE OF BIRTH AND SOCIAL SECURITY NUMBER.

IF THIS FORM IS RETURNED TO YOU PRIOR TO BILLING, CHECK ITEM 3 FOR CAO ELIGIBILITY DETERMINATION. IF THE NEWBORN IS ELIGIBLE, BE SURE TO USE THE 10 DIGIT RECIPIENT NUMBER SHOWN IN ITEM 17 TO BILL FOR THE BABY'S CARE.

THE BABY WILL HAVE MEDICAL ASSISTANCE COVERAGE UNDER THE 10 DIGIT RECIPIENT NUMBER FOR ONE (1) YEAR FOLLOWING THE BABY'S BIRTH. CASH ASSISTANCE FOR THE BABY WILL BEGIN WITH THE BABY'S BIRTHDATE AND END ON THE FIRST DAY OF THE SECOND MONTH FOLLOWING THE BIRTH OR UPON THE MOTHER'S RELEASE FROM THE HOSPITAL, WHICHEVER IS LATER. CASH COVERAGE WILL BE DESIGNATED BY THE RECORD AND CATEGORY NUMBER ASSIGNED BY THE COUNTY ASSISTANCE OFFICE.

IF THE COUNTY ACTION INDICATES "INELIGIBLE" IN ITEM 3, THE INDIVIDUAL IDENTIFIED BY THE RECIPIENT NUMBER SHOWN IN ITEM 12 WAS NOT ELIGIBLE FOR MEDICAL ASSISTANCE OR CASH ASSISTANCE ON THE NEWBORN'S DATE OF BIRTH.

## SPECIFIC INSTRUCTIONS FOR COMPLETING EACH QUESTION ARE AS FOLLOWS:

1.	M.A. FEE FOR SERVICE	IDENTIFY WHETHER THE RECIPIENT IS COVERED BY REGULAR MEDICAL ASSISTANCE BY CHECKING THIS BLOCK.	24.	ASSISTANCE STATUS	CAO COMPLETION
2.	HMO/HIO	IDENTIFY WHETHER THE RECIPIENT IS COVERED BY AN HMO/HIO BY CHECKING THE APPROPRIATE BLOCK.	25.	MEDICAL RESOURCE CODE(S)	ENTER THE MOTHER'S MEDICAL RESOURCE CODE(S) OBTAINED FROM THE ELIGIBILITY VERIFICATION SYSTEM (EVS).
<b>THE FOLLOWING ARE CAO COMPLETED QUESTIONS</b>					
3.	CAO DETERMINATION	CAO COMPLETION	26.	COUNTY	27. RECORD NUMBER
4.	PAYMENT NAME	ENTER THE PAYMENT NAME SHOWN ON THE MOTHER'S ACCESS CARD.	28.	CATEGORY	29. CONTROL DIGIT
5.	TELEPHONE NUMBER	ENTER THE AREA CODE AND TELEPHONE NUMBER OF PAYMENT NAME (home or other).	30.	M.A. FEE FOR SERVICE	31. HMO/HIO PLAN NAME
6.	CIVIL SUB DIVISION	CAO COMPLETION	32.	PLAN CODE (HMO/HIO)	
7.	SCHOOL DISTRICT	CAO COMPLETION	33.	COUNTY ASSISTANCE OFFICE	CAO COMPLETION
8.	MAILING ADDRESS	ENTER THE MAILING ADDRESS OF PAYMENT NAME OBTAINED FROM MOTHER.	34.	THIRD PARTY LIABILITY RESOURCES	ONLY COMPLETE THIS SECTION IF THERE ARE RESOURCES AVAILABLE TOWARDS THE BABY'S STAY WHICH ARE NOT SHOWN IN ITEM 25. FOR EXAMPLE, IF THE CHILD'S FATHER HAS INSURANCE WHICH WOULD COVER THE BABY'S MEDICAL EXPENSES, COMPLETE AS MUCH OF THE INFORMATION AS POSSIBLE.
9.	EFFECTIVE DATE	CAO COMPLETION	35.	SIGNATURE OF MOTHER OR AUTHORIZED REPRESENTATIVE	HAVE THE MOTHER OR AUTHORIZED REPRESENTATIVE FOR THE NEWBORN SIGN HERE.
10.	CLOSING DATE	CAO COMPLETION	36.	DATE	ENTER THE DATE THE APPLICATION WAS SIGNED.
11.	MOTHER'S NAME	ENTER THE MOTHER'S NAME	37.	PROVIDER'S NAME	ENTER THE NAME OF HOSPITAL, BIRTH CENTER OR NURSE MIDWIFE SUBMITTING THE APPLICATION.
12.	MOTHER'S RECIPIENT NO.	ENTER THE MOTHER'S 10 DIGIT RECIPIENT NUMBER AS SHOWN ON HER ACCESS CARD OR THROUGH ACCESSING E.V.S.	38.	PROVIDER'S NUMBER	ENTER YOUR MEDICAL ASSISTANCE PROVIDER I.D. NO.
13.	MOTHER'S SSN	ENTER THE SOCIAL SECURITY NUMBER OF THE MOTHER.	39.	TELEPHONE NUMBER	ENTER THE AREA CODE AND PHONE NUMBER OF THE HOSPITAL OR BIRTH CENTER CONTACT PERSON, OR THE NURSE MIDWIFE.
14.	MOTHER'S BIRTHDATE	ENTER THE BIRTHDATE OF MOTHER.	40.	PROVIDER'S ADDRESS	ENTER THE ADDRESS OF THE HOSPITAL, BIRTH CENTER, OR NURSE MIDWIFE SUBMITTING THE APPLICATION.
15.	MOTHER'S TELEPHONE NO.	ENTER THE TELEPHONE NUMBER OF THE MOTHER.	41.	PROVIDER'S CONTACT PERSON	ENTER THE NAME OF THE NURSE MIDWIFE, OR THE CONTACT PERSON IN THE HOSPITAL OR BIRTH CENTER
16.	LINE NUMBER	CAO COMPLETION	42.	PROVIDER'S COMPLETION DATE	ENTER THE DATE THE HOSPITAL, BIRTH CENTER, OR NURSE MIDWIFE COMPLETED THE APPLICATION.
17.	NEWBORN'S RECIPIENT NO.	CAO COMPLETION	43.	CERTIFICATION OF ENUMERATION	THE PERSON COMPLETING THIS ITEM MUST HAVE DIRECT KNOWLEDGE THAT THE ENUMERATION AT BIRTH (EAB) WAS COMPLETED. <b>IF EAB INFORMATION IS NOT AVAILABLE, DO NOT DELAY SUBMISSION OF THE MA 112 TO CAO.</b>
18.	NEWBORN'S NAME	ENTER THE LAST NAME, FIRST NAME AND MIDDLE INITIAL OF THE NEWBORN. (If child is not named, enter last name and either "baby girl" or "baby boy" as appropriate). If more than three babies, complete a second form.			
19.	BIRTHDATE	ENTER THE BIRTHDATE OF THE NEWBORN IN SIX (6) DIGIT FORMAT (mm/dd/yy).			
20.	SEX	ENTER THE SEX OF THE NEWBORN.			
21.	RACE	ENTER THE RACE OF NEWBORN USING THE CODES BELOW THE ITEM.			
22.	PROVIDER APPLIED FOR SS# (EAB-ENUMERATION AT BIRTH)	CHECKMARK APPROPRIATE BLOCK (YES OR NO) TO INDICATE IF A SOCIAL SECURITY APPLICATION (EAB) WAS FILED AND COMPLETE ITEM 43.			
23.	RELATIONSHIP TO HEAD OF HOUSEHOLD	CAO COMPLETION			

# NEWBORN ELIGIBILITY FORM

1. MA FEE FOR SERVICE		2. HMO		3. COUNTY ASSISTANCE OFFICE DETERMINATION <input type="checkbox"/> ELIGIBLE <input type="checkbox"/> INELIGIBLE	
4. PAYMENT NAME			5. TELEPHONE NUMBER ( )		
8. MAILING ADDRESS STREET		CITY		STATE	
11. MOTHER'S NAME		12. MOTHER'S 10-DIGIT RECIPIENT NO.		13. MOTHER'S SOCIAL SECURITY NO.	
14. MOTHER'S BIRTHDATE		15. MOTHER'S TELEPHONE NO. ( )			
ZIP CODE		9. EFFECTIVE DATE		10. CLOSING DATE	

## NEWBORN DATA

16. LINE NO.	17. NEWBORN'S RECIPIENT NO.	18. NEWBORN'S NAME			19. BIRTHDATE			20. SEX	21. RACE	22. PROVIDER APPLIED FOR S.S. NUMBER		23. RELATIONSHIP TO HEAD OF HOUSEHOLD	24. ASSISTANCE STATUS	25. MEDICAL RESOURCES CODE (S)
		LAST	FIRST	MI	MM	D	YY			YES	NO			

26. CO    27. RECORD NUMBER    28. CAT    29. CRT. DIG.    30. MA FEE FOR SERVICE    31. HMO/HIO PLAN NAME    32. PLAN CODE

1. BLACK (NOT HISPANIC ORIGIN); 2. HISPANIC; 3. NORTH AMERICAN INDIAN OR ALASKAN NATIVE  
4. ASIAN OR PACIFIC ISLANDER; 5. WHITE (NOT OF HISPANIC ORIGIN); 6. OTHER

### 33. COUNTY ASSISTANCE OFFICE

CAO NAME

CAO CONTACT PERSON NAME

CAO CONTACT PERSON SIGNATURE

DATE    TELEPHONE NUMBER

COMMENTS

### 34. COUNTY ASSISTANCE OFFICE

TYPE INSURANCE    DED/PP    NAME OF INSURANCE CARRIER

CLAIMS OFFICE ADDRESS (Include city, state and zip code)

GRP/CONTRACT/POLICY NUMBER    GROUP NAME/GROUP NUMBER    DATES OF CONTRACT From To

POLICY HOLDER'S NAME (if not mother)    POLICY HOLDER'S S.S. NUMBER

POLICY HOLDER'S ADDRESS (if not mother)

EMPLOYER'S NAME    TELEPHONE NUMBER ( )

ADDRESS (Include city, state and zip code)

37. PROVIDER'S NAME    38. PROVIDER'S NUMBER    39. TELEPHONE NUMBER ( )

40. PROVIDER'S ADDRESS

41. PROVIDER'S CONTACT PERSON    42. PROVIDER'S COMPLETION DATE

43. CERTIFICATION OF ENUMERATION  
I certify that an application(s) was made for a Social Security Number (s) for the above listed newborn (s).  
on (date) \_\_\_\_\_

#### MOTHER OR AUTHORIZATION SIGNATURE

IF THIS INFORMATION IS NOT AVAILABLE, DO NOT DELAY SUBMISSION OF MA 112 CAO

Signature of Provider's Representative

## IMPORTANT NOTICE

THIS FORM ESTABLISHES AUTOMATIC MEDICAL ASSISTANCE ELIGIBILITY FOR NEWBORNS. IF THE MOTHER IS CURRENTLY RECEIVING CASH ASSISTANCE AND/OR FOOD STAMP BENEFITS, THIS FORM WILL ALSO ADD THE NEWBORN TO THESE BENEFITS. IF THE MOTHER WISHES CASH ASSISTANCE BENEFITS FOR THE CHILD TO CONTINUE, SHE MUST CONTACT THE COUNTY ASSISTANCE OFFICE TO ESTABLISH ELIGIBILITY.

# NEWBORN ELIGIBILITY FORM

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4. PAYMENT NAME			5. TELEPHONE NUMBER ( )		7. SCHOOL DISTRICT
8. MAILING ADDRESS		STREET	CITY	STATE	ZIP CODE
9. EFFECTIVE DATE		10. CLOSING DATE			
11. MOTHER'S NAME		12. MOTHER'S 10-DIGIT RECIPIENT NO.	13. MOTHER'S SOCIAL SECURITY NO.	14. MOTHER'S BIRTHDATE	
				15. MOTHER'S TELEPHONE NO. ( )	

## NEWBORN DATA

16. LINE NO.	17. NEWBORN'S RECIPIENT NO.	18. NEWBORN'S NAME			19. BIRTHDATE			20. SEX	21. RACE	22. PROVIDER APPLIED FOR S.S. NUMBER		23. RELATIONSHIP TO HEAD OF HOUSEHOLD	24. ASSISTANCE STATUS	25. MEDICAL RESOURCES CODE (S)
		LAST	FIRST	MI	MM	D	YY			YES	NO			

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### 33. COUNTY ASSISTANCE OFFICE

CAO NAME

CAO CONTACT PERSON NAME

CAO CONTACT PERSON SIGNATURE

DATE    TELEPHONE NUMBER

COMMENTS

### MOTHER OR AUTHORIZATION SIGNATURE

35. SIGNATURE OF MOTHER OR AUTHORIZED REPRESENTATIVE    36. DATE

### 34. COUNTY ASSISTANCE OFFICE

TYPE INSURANCE    DED/PP    NAME OF INSURANCE CARRIER

CLAIMS OFFICE ADDRESS (Include city, state and zip code)

GRP/CONTRACT/POLICY NUMBER    GROUP NAME/GROUP NUMBER    DATES OF CONTRACT  
From    To

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37. PROVIDER'S NAME    38. PROVIDER'S NUMBER    39. TELEPHONE NUMBER  
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40. PROVIDER'S ADDRESS

41. PROVIDER'S CONTACT PERSON    42. PROVIDER'S COMPLETION DATE

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8. MAILING ADDRESS		STREET	CITY	STATE	ZIP CODE
9. EFFECTIVE DATE		10. CLOSING DATE			
11. MOTHER'S NAME	12. MOTHER'S 10-DIGIT RECIPIENT NO.	13. MOTHER'S SOCIAL SECURITY NO.		14. MOTHER'S BIRTHDATE	15. MOTHER'S TELEPHONE NO. ( )

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DATE    TELEPHONE NUMBER

COMMENTS

### MOTHER OR AUTHORIZATION SIGNATURE

35. SIGNATURE OF MOTHER OR AUTHORIZED REPRESENTATIVE    36. DATE

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PROVIDER PENDING COPY