



PRMMIS

Provider Locum Tenens	Policy No.:	PRMMIS – PRV-0009
	Classification:	Provider
	Approving Authority:	Caleb Colón Rodríguez
	Effective Date:	04/06/20
	Supersedes:	New
	Last Change:	N/A
	Mandate Review:	Annually – TBD

PURPOSE: The purpose of this policy is to instruct providers on how to bill for locum tenens physicians. A locum tenens physician is a physician who is temporarily filling in for a regular physician.

Acronyms/Term	Definition
CHIP	Children’s Health Insurance Program
Locum Tenens Physician	Physicians who work in the place of the regular physician when the physician is absent, or when a hospital or practice is short staffed
NPI	National Provider Identifier
PRMMIS	Puerto Rico Medicaid Management Information System
PRMP	Puerto Rico Medicaid Program
Q6	Modifier use on a claim to report services provided under a locum tenens arrangement

SCOPE

All references to the Puerto Rico Medicaid Program (PRMP) in this policy are inclusive of Children’s Health Insurance Program (CHIP). This policy covers all claims for services provided under locum tenens arrangements.

POLICY

The PRMP requires that the Q6 modifier be used when billing for services provided by a locum tenens physician with the regular physician’s National Provider Identifier (NPI) as the rendering physician on the claim.

The following rules apply for locum tenens arrangements:

- The regular physician is unavailable to provide the services
- The locum tenens physician is appropriately licensed in Puerto Rico to provide the services
- The substitute physician does not provide the services to the Medicaid beneficiary over a continuous period of longer than 60 days maximum, subject to the exception noted below
 - ♦ An exception to the 60-day rule for a substitute physician is in the case of extended active military duty for the regular physician; the locum tenens arrangement may be extended for a continuous period of longer than 60 days if the billing physician’s absence is due to being called or ordered to active duty as a member of a reserve component of the armed forces
- Locum tenens arrangements must be in writing

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- The regular physician’s office keeps on file a record of each service provided by the substitute physician associated with the substitute physician’s NPI and makes the record available to PRMP and/or its representatives upon request

If these conditions are met, the services are to be billed under the absent provider’s NPI with a Q6 modifier. The modifier Q6 is required for each line item on the claim to indicate that this service was performed by a locum tenens physician. This policy also applies to services provided in a hospital outpatient setting.

REFERENCES:

The following Medicare guidance was used as a basis for this policy:

<https://www.cms.gov/Regulations-and-Guidance/Guidance/Transmittals/downloads/R1486CP.pdf>

<https://www.cms.gov/Regulations-and-Guidance/Guidance/Manuals/downloads/clm104c01.pdf> ; Section 30.2.11 - Physician Payment Under Locum Tenens Arrangements - Claims Submitted to Carriers

CHANGE HISTORY

Date	Version	Change Details	Owner/ Approver	Date of MMIS Mgr Approval
07/26/19	1.0	New Policy	Caleb Colon	07/26/19