

Share of Cost (SOC)

Introduction

Purpose

The purpose of this module is to define recipient Share of Cost (SOC), to familiarize participants with the process, to discuss the *Share of Cost Case Summary* form and to explain SOC certification.

Module Objectives

- Define the SOC process (SOC is sometimes referred to as “spend down”)
- Explain how aid codes and/or specific services may relate to SOC
- Identify how Medi-Cal claims will reflect SOC clearance information
- Present the *Share of Cost Case Summary* form

Acronyms

A list of current acronyms is in the *Appendix* section of each complete workbook.

Share of Cost Description

Some Medi-Cal recipients must pay or agree to be obligated to pay, a monthly dollar amount toward their medical expenses before they qualify for Medi-Cal benefits. This dollar amount is called Share of Cost (SOC) also known as Spend Down.

Example: A Medi-Cal recipient's SOC is similar to a private insurance plan's out-of-pocket deductible.

Logging into Transaction Services

1. Navigate to <https://provider-portal.apps.prd.cammis.medi-cal.ca.gov/>. Enter the email address and select **Next**.

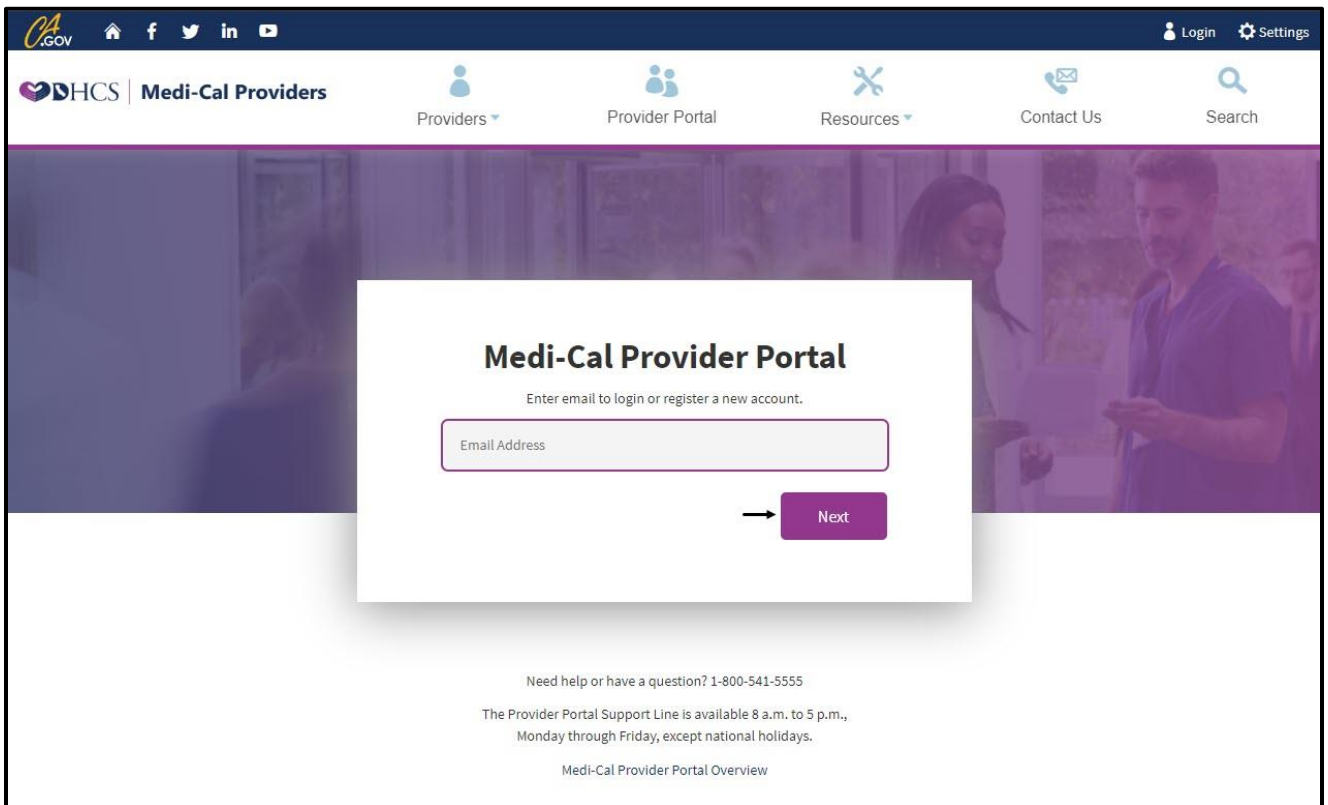
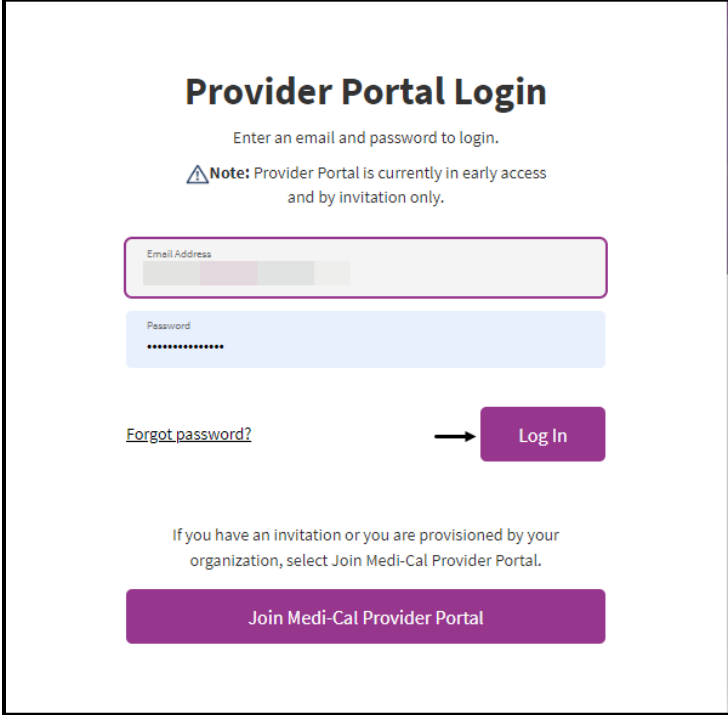


Figure 1.1: The Medi-Cal Provider Portal.

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2. On the Login screen, enter the password and select **Log In**.



The screenshot shows the 'Provider Portal Login' interface. At the top, it says 'Provider Portal Login' in bold. Below that, it instructs the user to 'Enter an email and password to login.' A note with a warning icon states: 'Note: Provider Portal is currently in early access and by invitation only.' There are two input fields: 'Email Address' (with a light blue border) and 'Password' (with a light blue border and masked with dots). Below the password field is a link for 'Forgot password?' with an arrow pointing to a purple 'Log In' button. At the bottom, there is a purple button labeled 'Join Medi-Cal Provider Portal' with the text 'If you have an invitation or you are provisioned by your organization, select Join Medi-Cal Provider Portal.' above it.

Figure 1.2: The Medi-Cal Provider Portal login screen.

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3. Read the System Use Notification, check the “I confirm that I have read and agree to the above”, then select **Next**.

System Use Notification

Welcome to the Medi-Cal Provider Portal. Please read and agree to the Terms and Conditions to proceed to the portal.

WARNING: This computer system is for official use by authorized users and may be monitored and/or restricted at any time. Confidential information may not be accessed or used without authorization. Unauthorized or improper use of this system may result in administrative discipline, civil and/or criminal penalties. By using this system, you are acknowledging and consenting to these terms and conditions.

LOG OFF IMMEDIATELY if you are not an authorized user or do not agree to the conditions in this warning.

I confirm that I have read and agree to the above

[Sign Out](#) [Next](#)

Figure 1.3: The System Use Notification screen.

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4. If the user that is logging in is a member of several organizations, a **Select an organization** screen will appear. The organizations displayed are determined by an Admin when a user's account is set up. If the user is assigned to a single organization, the Provider Portal homepage appears.

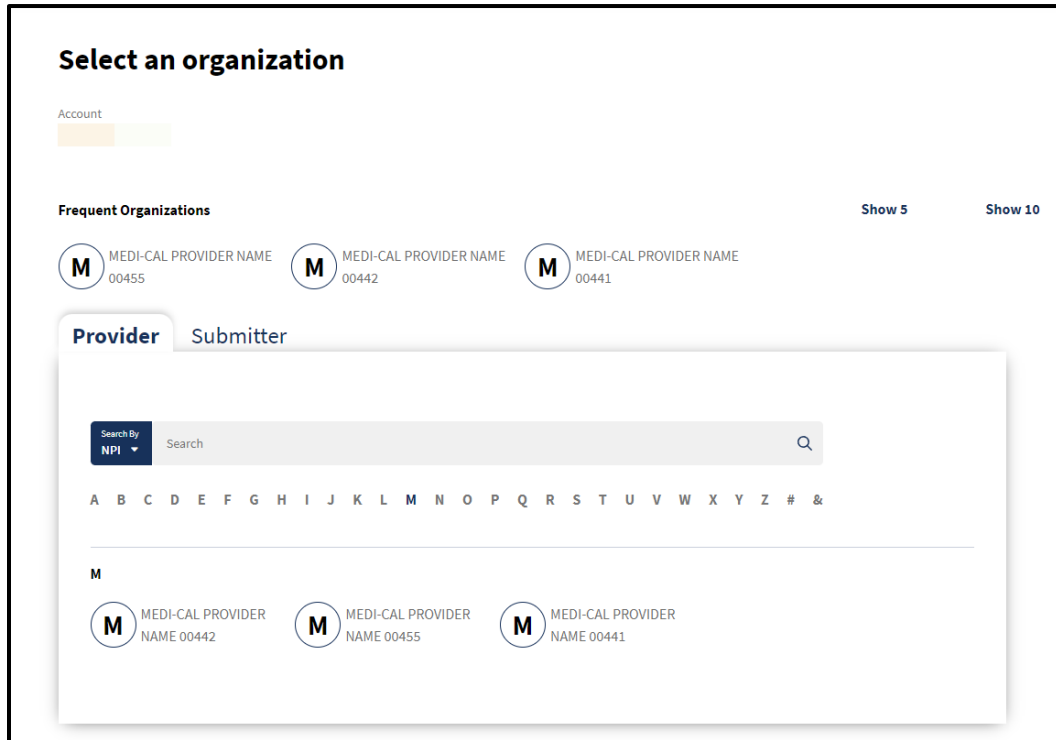


Figure 1.4: Select an organization.

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5. Navigate to the Transaction Center.

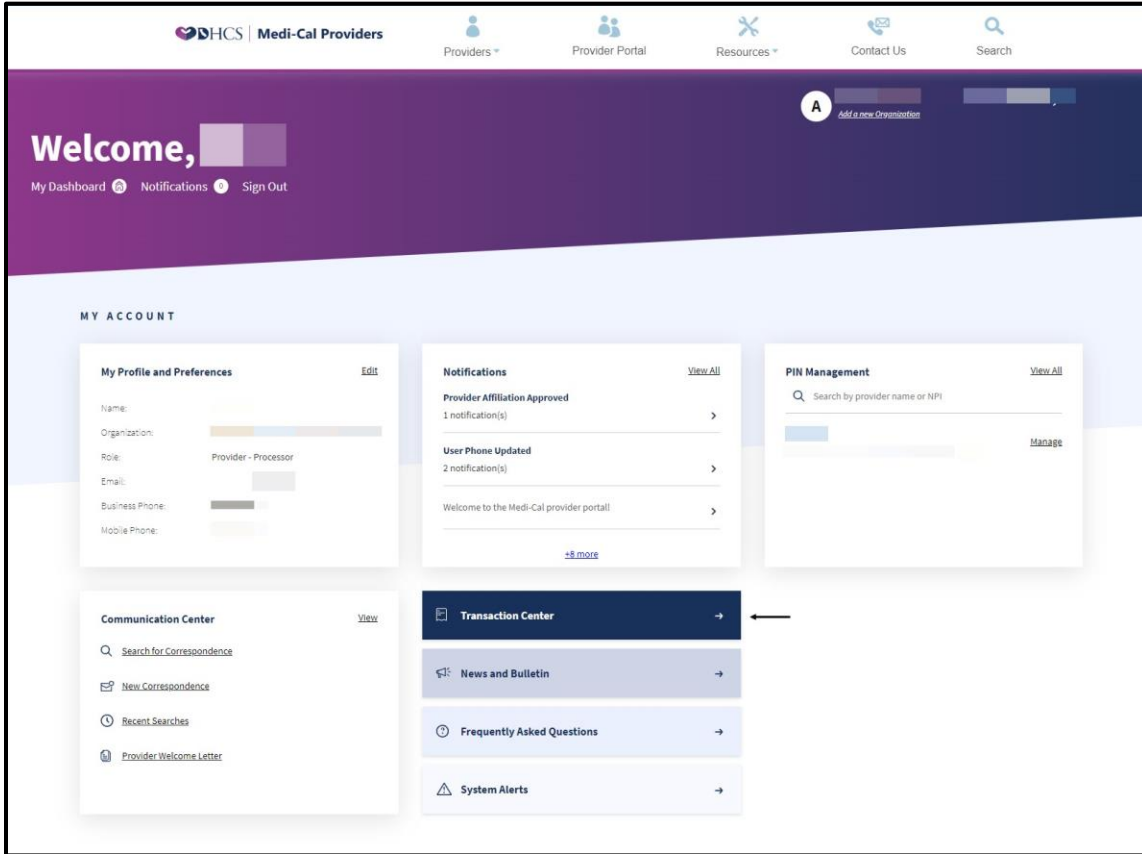


Figure 1.5: Provider Portal homepage.

6. From the drop-down menu, choose the desired NPI then select **Enter Transaction Services**.

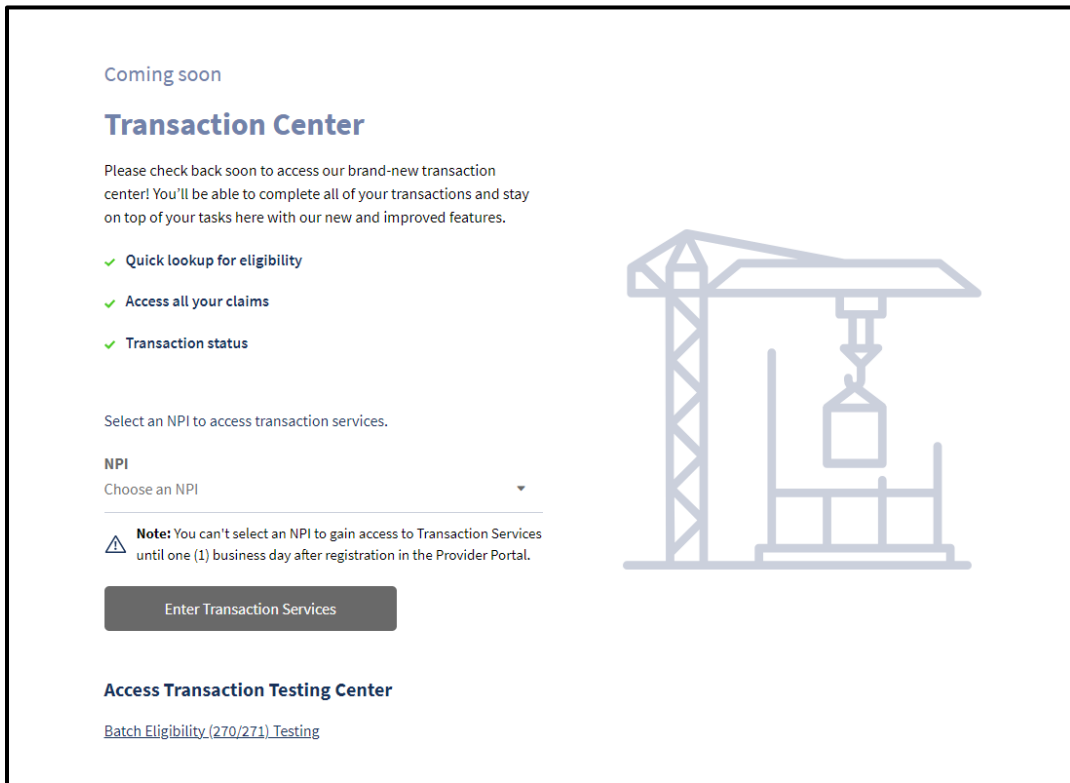


Figure 1.6: Transaction Center.

Share of Cost Spend Down Transactions

SOC Verification

If a recipient has paid or obligated a SOC, it must be cleared via the Point of Service (POS) network. Providers can do this by logging into Transaction Services.

Providers have the option of applying or reversing an SOC by indicating which transaction they want to complete. The provider can only reverse an SOC if the total SOC has not been cleared.

1. Once logged into Transaction Services, under the Eligibility section, select **Share of Cost (SOC)/Spend Down Clearance**.

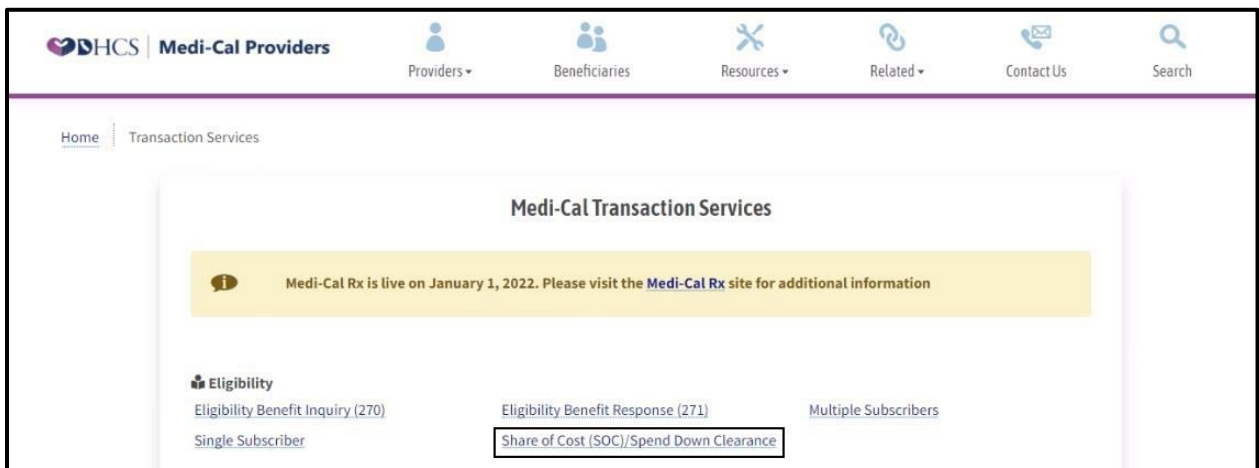


Figure 2.1: Share of Cost (SOC)/Spend Down Clearance selection.

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2. Fill out the **SOC/Spend Down Clearance** form then select **Submit**.

Share of Cost (SOC)/Spend Down Clearance

* Indicates required field

SOC Application/Reversal

SOC (Spend Down) Application SOC (Spend Down) Reversal

SOC (Spend Down) Transaction Detail

<p>* Subscriber ID</p> <input type="text" value="Subscriber ID"/>	<p>* Subscriber Birth Date</p> <input type="text" value="mm/dd/yyyy"/>	<p>* Issue Date</p> <input type="text" value="mm/dd/yyyy"/>
<p>* Service Date</p> <input type="text" value="mm/dd/yyyy"/>	<p>* Procedure Code</p> <input type="text" value="Procedure Code"/>	<p>* Total Claim Charge Amount</p> <input type="text" value="Total Claim Charge Amount"/>
<p>Case Number</p> <input type="text" value="Case Number"/>	<p>SOC (Spend Down) Amount Applied</p> <input type="text" value="SOC (Spend Down) Amount Applied"/>	

Figure 2.2: SOC/Spend Down Clearance Transaction Detail fields.


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The following SOC/Spend Down Response indicates the subscriber has a SOC/spend down amount obligation amount of \$68 on service date March 1, 2021. The spend down amount applied was \$10 leaving a remaining SOC balance amount \$58.

Share of Cost (SOC)/Spend Down Clearance Response

SOC (Spend Down) Amount transaction performed by provider: on 1/13/2022 at 11:20 AM

 **Eligibility Message:** SUBSCRIBER LAST NAME: SOC/SPEND DOWN AMT DEDUCTED: \$ 10.00. REMAINING SOC/SPEND DOWN \$58.00. SOC/SPEND DOWN CLEARANCE APPLIED. MEDI-CAL SUBSCRIBER HAS A \$00068 SOC/SPEND DOWN. ELIGIBILITY REPORTED RETROACTIVELY.

Name:	Subscriber ID:
Service Date: 01/05/2022	Subscriber Birth Date:
Issue Date: 03/01/2021	Procedure Code: 99211
Total Claim Charge Amount: 10.00	Case Number:
SOC (Spend Down) Amount Applied: 10.00	Primary Aid Code:
First Special Aid Code:	Second Special Aid Code:
Third Special Aid Code:	Subscriber County:
HIC Number:	
SOC (Spend Down) Amount Obligation: \$68.00	Remaining SOC (Spend Down) Amount: \$58.00
Trace Number (Eligibility Verification Confirmation (EVC) Number):	

Figure 2.3: SOC Response message example.

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Knowledge Review 1

3. What is the recipient's SOC for the month of service? _____

4. What is the recipient's remaining SOC as of the date of service? _____

See the Appendix for the Answer Key.

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SOC Certification

Recipients are not eligible to receive Medi-Cal benefits until their monthly SOC dollar amount has been certified.

SOC certification means that the Medi-Cal eligibility verification system shows the recipient has paid, or is obligated to pay, for the entire monthly dollar SOC amount.

Once SOC has been certified, an Eligibility Verification Confirmation (EVC) trace number is displayed in the message returned by the Medi-Cal eligibility verification system. Return of an EVC number does not guarantee that a recipient qualifies for full-scope Medi-Cal or County Medical Services Program (CMSP) benefits.

Note: Providers should carefully read the eligibility message to determine what Medi-Cal service limitations, if any, apply to the recipient.

Obligation Payments

An obligated payment means the provider allows the recipient to pay for the services at a later date or through an installment plan. Obligated payments may be used to clear a SOC.

SOC obligation agreements are between the recipient and the provider and should be in writing, signed by both parties for protection.

Clearance Transactions

Providers should perform a SOC clearance transaction immediately upon receiving payment or accepting obligation from the recipient for the service rendered. Delays in performing the SOC clearance transaction may prevent the recipient from receiving other medically needed services.

To reverse SOC transactions, providers must enter the same information for a clearance, but specify that the entry is a reversal transaction. After the SOC file is updated, providers receive confirmation that the reversal is complete. Once the SOC has been cleared, providers can no longer conduct a reversal.

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Knowledge Review 2

5. Generally, a recipient's SOC is determined by the county Department of Social Services (or welfare) and is based on the amount of income a recipient receives each month in excess of "maintenance need" levels before Medi-Cal begins to pay.
True False
6. Claims submitted for services rendered to a recipient whose SOC is not certified through the Medi-Cal eligibility verification system will be denied.
True False
7. When a recipient is unable to pay the SOC at the time of service, providers are required to allow the recipient to "obligate" the SOC amount for the future.
True False
8. Provider claims may be reimbursed by Medi-Cal, excluding the SOC amount that was obligated but not paid by the recipient, if the spend down has been cleared in the system.
True False
9. Once a recipient has been certified as having met the SOC, reversal transactions can no longer be performed.
True False

See the Appendix for the Answer Key.

Notes:

Scope of Coverage

Program-Specific Coverage

Long Term Care

Providers who receive an eligibility verification message that indicates a recipient has a Long Term Care (LTC) SOC should not clear the SOC online. LTC SOC is cleared solely by the facility in which the recipient resides. Recipients with aid codes 13, 23, 53 and 63 must have their LTC SOC cleared on the *Payment Request for Long Term Care (25-1)* claim form.

Providers who are submitting 837I (institutional) transactions in the 5010 format should use the HI value information segment in loop 2300 of the 005010X223A2 with a qualifier of BE and value code of FC to report SOC information. Many providers are reporting that the SOC is not being deducted from 837I claims, and this is due to the way the information is being submitted. Please refer to the CMC Billing and Technical Manual for more information regarding submitting electronic claims.

Name:	Subscriber ID:
Service Date: 01/05/2022	Subscriber Birth Date:
Issue Date: 03/01/2021	Procedure Code:
Total Claim Charge Amount: 10.00	Case Number:
SOC (Spend Down) Amount Applied: 10.00	Primary Aid Code: 13
First Special Aid Code:	Second Special Aid Code:
Third Special Aid Code:	Subscriber County: 34 - Sacramento
HIC Number:	
SOC (Spend Down) Amount Obligation: \$68.00	Remaining SOC (Spend Down) Amount: \$58.00
Trace Number (Eligibility Verification Confirmation (EVC) Number):	

Figure 3.1: Share of Cost (SOC)/Spend Down Clearance Response page example with Eligibility Message.

SOC is certified differently for LTC recipients with specific aid codes. To avoid duplicate billing, hospice providers must indicate the SOC on the *UB-04* claim form when billing for hospice room and board (revenue code 0658), if the SOC was not already met on a *Payment Request for Long Term Care (25-1)* claim.

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Obstetric Services

When the provider bills on a global basis for obstetric services, arrangements must also be made to collect or obligate the SOC for the initial antepartum visit (HCPCS code Z1032) and for non-global obstetric services (for example, sonogram or amniocentesis). When the intent to bill globally is prevented because the recipient moves or leaves care, providers bill on a fee-for-service basis and collect the SOC for each month of service.

Comprehensive Perinatal Services

Recipients who choose to participate in the Comprehensive Perinatal Services Program (CPSP) are required to pay or obligate their SOC each month even if the obstetrical services are billed globally.

Multiple Program Coverage

Multiple Plan Identification Factors (Aid Codes)

Some recipients may qualify for limited-scope Medi-Cal eligibility assistance or for programs other than Medi-Cal at the same time they qualify for full-scope Medi-Cal services with a SOC. Aid codes displayed by the eligibility verification system identify additional programs or services for which Medi-Cal recipients are eligible. In such instances, the recipient may be required to pay a SOC for one set of services, but not for another.

Once the SOC is certified for the month, the recipient is eligible for full-scope Medi-Cal benefits.

Note: The full-scope aid code will not be displayed until the SOC has been certified.

Example: Partial Eligibility message for recipient with multiple eligibility

SUBSCRIBER LAST NAME: DIAZ, CNTY CODE: 34, PRIMARY AID CODE: 48, MEDI-CAL ELIGIBLE FOR PREGNANCY/POSTPARTUM RELATED MEDICAL SVCS W/NO SOC.FOR ALL OTHER MEDI-CAL SVCS, RECIPT. HAS SOC OF \$50.00. REMAINING SOC \$ 50.00
--

County Medical Services

SOC is calculated independently for CMSP and Medi-Cal; however, the same recipient income is included in both calculations.

Providers may apply the same services used to clear a Medi-Cal SOC obligation to clear a CMSP SOC obligation, however two separate transactions are required.

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Medicare/Medi-Cal Crossover Claims

Some recipients who are entitled to Medicare also have Medi-Cal with a SOC. In these cases, the recipient's liability is limited to the amount of the Medicare deductible and co-insurance.

The collection of Medi-Cal SOC after the Medicare payment will help prevent collecting amounts greater than the Medicare deductible and co-insurance.

Knowledge Review 3

10. When will a provider collect or obligate the SOC for each month in which services were provided? _____

11. The same medical expenses may be used to clear SOC for both CMSP and Medi-Cal.

True False

12. Clearing SOC for one program does not automatically clear SOC for the other program.

True False

13. When the recipient is eligible for both Medicare and Medi-Cal, providers should collect the Medi-Cal SOC at the time of service.

True False

See the Appendix for the Answer Key.

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Multiple Case Numbers

Eligibility messages may include multiple case numbers. When there are two or more case numbers in an eligibility verification message, they are listed in numerical order.

Share of Cost Case Summary Form

Recipients who have multiple case numbers will receive the *Share of Cost Case Summary* form on a monthly basis.

- Providers must refer to the *Share of Cost Case Summary* form to determine which case numbers correspond to which recipient.
- Recipients who are in more than one SOC case will receive a *Share of Cost Case Summary* form that lists all the cases for which the recipient may clear a SOC.

According to the Sneede v. Kizer lawsuit, a recipient's eligibility and SOC must be determined using his/her own property. Children and spouses within the same family may have varying SOCs and, therefore, multiple case numbers are listed on the *Share of Cost Case Summary* form. Refer to the next page for the *Share of Cost Case Summary* form example.

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Knowledge Review 4

14. The first case number listed on an eligibility response will correspond with the recipient for whom eligibility is being verified.

True False

15. In the *SOC Case Summary* form example found on the following page, can Sally apply her \$100 Medical expenses to her child's SOC?

Yes No

16. In the family SOC example on the following page, can the mother apply a portion of the \$100 to her own SOC and the balance to her child's SOC?

Yes No

See the Appendix for the Answer Key.

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SHARE OF COST CASE SUMMARY
CARRY THIS WITH YOU TO YOUR MEDICAL APPOINTMENTS
RESUMEN DEL CASO DE LA PARTE DEL COSTO
LLEVE ESTO CONSIGO A SUS CITAS MEDICAS

RECIPIENT NAME
 1234 MAIN AVENUE
 ANYTOWN, CA 99999-9999

Good for the month listed here

THE SHARE OF COST FAMILY GROUPINGS for the month of _____ are:

This information is being sent to you because your medical expenses may be used to meet your share of cost, if any, or the share of cost of other family members. This is because you appear in more than one family group. Other family members may only use their medical expenses to meet their own share of cost for the month.

Se le envia esta información puesto que es posible que sus gastos médicos puedan utilizarse para cumplir con su parte del costo, si tiene alguna, o la parte del costo de otros miembros de la familia. Esto es debido a que usted aparece en más de un grupo familiar. Otros miembros de la familia solo pueden utilizar sus gastos médicos para cumplir con su propia parte del costo para el mes. Las agrupaciones familiares para la parte del costo son.

<u>BENEFICIARY NAME</u>	<u>MEDS ID</u>	<u>AID CODE</u>	<u>BIRTHDATE</u>	<u>SOC AMT</u>
<i>NOMBRE DEL BENEFICIARIO</i>	<i>NO. DE IDENT. DEL MEDS</i>	<i>CLAVE de ASISTENCIA</i>	<i>DIA DE NACIMIENTO</i>	<i>CANTIDAD DEL SOC</i>
CASE NUMBER/Numero de caso: 07-9234567-0				\$ 1,200.
Tate-Smith, Sally	93541073A77103	37	08/03/79	
Smith, John	92337742A67363	IE	07/03/71	
CASE NUMBER/Numero de caso: 07-9234567-A				\$ 1,200.
Smith, Freddie	95546123A67031	37	01/09/05	
Tate-Smith, Sally	93541073A77103	RR	08/03/79	
Smith, John	92337742A67363	RR	07/03/71	
CASE NUMBER/Numero de caso: 07-9234567-B				\$ 100.
Tate, Susie	93662178A77005	37	03/12/01	
Tate-Smith, Sally	93541073A77103	RR	08/03/79	

SOC (Share of Cost)

IE (Ineligible)

RR (Responsible Relative)

The reverse side of the *Share of Cost Case Summary* form contains additional information regarding family SOC.

Example:

The Smith family consists of a stepfather (husband John Smith), a mother (wife Sally Tate-Smith), a son (Freddie Smith) from the husband and wife, and the mother's separate child (Susie Tate) from a previous marriage. The husband is listed on the first case as "IE" (Ineligible Recipient) with the wife having an SOC of \$1200.00. The mother and father are listed as "RR" (Responsible Relative) with their child Freddie Smith in the second case with a \$1200.00 SOC. The mother is also on her daughter's case listed as an RR.

Billing Information

Unpaid Medical Expenses

General Policy

According to Hunt v. Kizer, the Department of Health Care Services (DHCS) no longer imposes time limits on unpaid medical expenses that Medi-Cal recipients may use to meet their SOC.

Note: Although the County Medical Services Program (CMSP) was not a party to this lawsuit, the CMSP also has adopted the court-ordered SOC changes to simplify the administration of unpaid expenses.

Long Term Care Policy

According to Johnson v. Rank, current unpaid medical bills are still applied against current SOC at the nursing home for LTC recipients. Therefore, nursing homes should continue their current procedure of deducting from SOC the bills and receipts submitted within the last two months of the current month.

Claim Form Completion

This section of the workbook module explains how to complete claims for services rendered to recipients who paid a Share of Cost (SOC). The following forms will be discussed:

- *CMS-1500* claim form
- *Payment Request for Long Term Care (25-1)* claim form
- *UB-04* claim form

Refer to the correct section to locate specific information regarding form completion.

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CMS-1500 Claim Form

The following information provides guidelines for entering SOC quantities on the CMS-1500 claim form.

Form Fields

SOC amounts are entered in these fields:

- *Claim Codes* (Box 10d)
- *Amount Paid* (Box 29)

Instructions

Enter full dollar and cents amount, even if the amount is even. Do not enter decimal points (.) or dollar signs (\$).

In the example below, \$4.00 is entered as 400.

Partial Example: SOC amount in *Claim Codes* field (Box 10d) and *Amount Paid* field (Box 29).

d. INSURANCE PLAN NAME OR PROGRAM NAME				10d. CLAIM CODES (Designated by NUCC) 400				d. IS THERE ANOTHER HEALTH BENEFIT PLAN? <input type="checkbox"/> YES <input type="checkbox"/> NO <i>If yes, complete items 9, 9a, and 9d.</i>							
READ BACK OF FORM BEFORE COMPLETING & SIGNING THIS FORM.								13. INSURED'S OR AUTHORIZED PERSON'S SIGNATURE I authorize payment of medical benefits to the undersigned physician or supplier for services described below.							
12. PATIENT'S OR AUTHORIZED PERSON'S SIGNATURE I authorize the release of any medical or other information necessary to process this claim. I also request payment of government benefits either to myself or to the party who accepts assignment below.								SIGNED _____ DATE _____							
14. DATE OF CURRENT ILLNESS, INJURY, or PREGNANCY (LMP) MM DD YY QUAL				15. OTHER DATE QUAL MM DD YY				16. DATES PATIENT UNABLE TO WORK IN CURRENT OCCUPATION FROM MM DD YY TO MM DD YY							
17. NAME OF REFERRING PROVIDER OR OTHER SOURCE				17a. _____ 17b. NPI _____				18. HOSPITALIZATION DATES RELATED TO CURRENT SERVICES FROM MM DD YY TO MM DD YY							
19. ADDITIONAL CLAIM INFORMATION (Designated by NUCC)								20. OUTSIDE LAB? <input type="checkbox"/> YES <input type="checkbox"/> NO \$ CHARGES _____							
21. DIAGNOSIS OR NATURE OF ILLNESS OR INJURY Relate A-L to service line below (24E) A. _____ B. _____ C. _____ D. _____ E. _____ F. _____ G. _____ H. _____ I. _____ J. _____ K. _____ L. _____								22. RESUBMISSION CODE _____ ORIGINAL REF. NO. _____							
24. A. DATE(S) OF SERVICE From MM DD YY To MM DD YY B. PLACE OF SERVICE C. EMG D. PROCEDURES, SERVICES, OR SUPPLIES (Explain Unusual Circumstances) CPT/HCPCS MODIFIER E. DIAGNOSIS POINTER								F. \$ CHARGES G. DAYS OR UNITS H. EPSON Family Plan I. ID. QUAL. J. RENDERING PROVIDER ID. #							
1	10		01		22		11		Procedure code/modifier		15 00		NPI		
2													NPI		
3													NPI		
4													NPI		
5													NPI		
6													NPI		
25. FEDERAL TAX I.D. NUMBER				SSN EIN <input type="checkbox"/> <input type="checkbox"/>		26. PATIENT'S ACCOUNT NO.				27. ACCEPT ASSIGNMENT? (For govt. claims, see 9d50) <input type="checkbox"/> YES <input type="checkbox"/> NO		28. TOTAL CHARGE \$ 15 00		29. AMOUNT PAID \$ 4 00	
												30. Rsvd for NUCC Use			

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Payment Request for LTC (25-1) Claim Form

The following information provides guidelines for entering SOC quantities on the *Payment Request for LTC (25-1)* form.

Form Fields

SOC amounts are entered in these fields: Boxes 18, 37, 56, 75, 94 or 113
(*Patient Liability/Medicare Deduct* field)

Instructions

If the SOC for a straight Medi-Cal claim is zero, enter 000 in this field. Do not leave it blank.
SOC is entered in Patient Liability/Medicare Deduct field (Box 18). Do not enter decimals for charges.

Partial Example: SOC amount in *Patient Liability/Medicare Deduct* field (Box 18).

DELETE	PATIENT NAME	5 MEDICAL ID NUMBER	6 YR. OF BIRTH	SEX	TAR CONTROL NO.	MEDICAL RECORD NO.	ATTED. M.D. PROVIDER NUMBER				
3	4	5	6	7	8	9	10				
11	12	13	14	15	16	17	18	19	20	21	
1											
BILLING LIMIT EXCEPTIONS	DATE OF SERVICE FROM	DATE OF SERVICE TO	PATIENT STATUS	ACCOM CODE	15 PRIM. DX CODE	GROSS AMOUNT	PATIENT LIABILITY/ MEDICARE DEDUCT	MEDICARE TYPE	OTHER COVERAGE	NET AMOUNT BILLED	M.D. CERT.
	11	12	13	14	15	16	17	18	19	20	21
	100122	102022	00	01	0D1D1D1D	37500 00	250 00		37250 00		

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UB-04 Claim Form

The following information provides guidelines for entering SOC quantities on the *UB-04* claim form.

Form Fields

SOC amounts are entered in these fields:

- *Value Codes Amount* (Boxes 39-41)

Note: Value code "23" in the *Code* column field designates that the corresponding "amount" column contains the SOC.

Instructions

- Enter the full dollar and cents amounts, including zeros. Do not enter decimal points (.) or dollar signs (\$).
- Use only one claim line for each service billed.

Note: *Est. Amount Due* (Box 55) is the difference of *Total Charges* (\$1800.00) less SOC (\$50.00), which equals \$1750.00.

Partial Example: The \$50.00 SOC amount is entered as 5000.

38																		
39		VALUE CODES AMOUNT				40		VALUE CODES AMOUNT				41		VALUE CODES AMOUNT				
a		23		5000														
b																		
c																		
d																		
42	REV. CD	43	DESCRIPTION	44	HOPOS / RATE / HPPS CODE	45	SERV. DATE	46	SERV. UNITS	47	TOTAL CHARGES	48	NON-COVERED CHARGES	49				
1											180000							
2																		
3																		
4																		
5																		
6																		
PAGE OF CREATION DATE TOTALS											180000							
50 PAYER NAME				51 HEALTH PLAN ID			52 PRL INFO		53 ASR SDR		54 PRIOR PAYMENTS		55 EST. AMOUNT DUE		56 NPI 0123456789			
													175000		57 OTHER PFM ID			
58 INSURED'S NAME				59 P PRL			60 INSURED'S UNIQUE ID			61 GROUP NAME			62 INSURANCE GROUP NO.					
63 TREATMENT AUTHORIZATION CODES					64 DOCUMENT CONTROL NUMBER					65 EMPLOYER NAME								
66 DX													67		68			
													A		B			
													C		D			
													E		F			
													G		H			
													I		J			
													K		L			
													M		N			
													O		P			
													Q		R			
69 ADMIT DX		70 PATIENT REASON DX		71 PPS CODE		72 ECI		73		74 ATTENDING NPI		75		76				
74 PRINCIPAL PROCEDURE CODE		75 OTHER PROCEDURE CODE		76 PRINCIPAL PROCEDURE CODE		77 OTHER PROCEDURE CODE		78 ATTENDING NPI		79		80		81				
79 OTHER PROCEDURE CODE		80 OTHER PROCEDURE CODE		81 OTHER PROCEDURE CODE		82 OTHER PROCEDURE CODE		83 OTHER NPI		84		85		86				
80 REMARKS				81 CC		82		83		84		85		86				
				a		b		c		d		e		f				
				g		h		i		j		k		l				
				m		n		o		p		q		r				
				s		t		u		v		w		x				
				y		z		aa		ab		ac		ad				
UB-04 CMS-1450 © 2005 NUBC													OMB APPROVAL PENDING		NUBC		THE CERTIFICATIONS ON THE REVERSE APPLY TO THIS BILL AND ARE MADE A PART HEREOF.	

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Learning Activities

Activity 1: Multiple Services on Different Dates

Case Scenario

A recipient with an abscess on her finger goes to the doctor's office. The doctor examines the finger and sends the recipient home with some initial treatment instructions. The abscess does not clear up and she returns to the doctor, who makes an appointment to drain the abscess the following day. The recipient has a \$40.00 SOC.

Dates	Service	Amount	SOC Cleared
06/01/22	Office Visit	\$20.00	\$20.00
06/14/22	Office Visit	\$15.00	\$15.00
06/15/22	Drainage	\$20.00	\$5.00
None	Total of Services	\$55.00	\$40.00

Claim Completion

What information will be submitted in this claim form? How will the collected SOC be entered on the claim form?

See the Appendix for the Answer Key.

Partial CMS-1500 claim form

d. INSURANCE PLAN NAME OR PROGRAM NAME		10c. CLAIM CODES (Designated by NUCC)		d. IS THERE ANOTHER HEALTH BENEFIT PLAN? <input type="checkbox"/> YES <input type="checkbox"/> NO <i>If yes, complete items 9, 9a, and 9d.</i>	
READ BACK OF FORM BEFORE COMPLETING & SIGNING THIS FORM.					
12. PATIENT'S OR AUTHORIZED PERSON'S SIGNATURE I authorize the release of any medical or other information necessary to process this claim. I also request payment of government benefits either to myself or to the party who accepts assignment below.			13. INSURED'S OR AUTHORIZED PERSON'S SIGNATURE I authorize payment of medical benefits to the undersigned physician or supplier for services described below.		
SIGNED _____ DATE _____			SIGNED _____		
14. DATE OF CURRENT ILLNESS, INJURY, OR PREGNANCY (LMP) MM DD YY QUAL _____		15. OTHER DATE QUAL _____ MM DD YY		16. DATES PATIENT UNABLE TO WORK IN CURRENT OCCUPATION FROM MM DD YY TO MM DD YY	
17. NAME OF REFERRING PROVIDER OR OTHER SOURCE		17a. _____ 17b. NPI _____		18. HOSPITALIZATION DATES RELATED TO CURRENT SERVICES FROM MM DD YY TO MM DD YY	
19. ADDITIONAL CLAIM INFORMATION (Designated by NUCC)		20. OUTSIDE LAB? <input type="checkbox"/> YES <input type="checkbox"/> NO \$ CHARGES _____		22. RESUBMISSION CODE _____ ORIGINAL REF. NO. _____	
21. DIAGNOSIS OR NATURE OF ILLNESS OR INJURY Relate A-L to service line below (24E) ICD Ind. _____				23. PRIOR AUTHORIZATION NUMBER _____	
A. _____ B. _____ C. _____ D. _____		E. _____ F. _____ G. _____ H. _____		24. A. DATE(S) OF SERVICE From MM DD YY To MM DD YY	
I. _____ J. _____ K. _____ L. _____		B. PLACE OF SERVICE EMG		C. D. PROCEDURES, SERVICES, OR SUPPLIES (Explain Unusual Circumstances) CPT/HCPCS MODIFIER	
E. DIAGNOSIS POINTER		F. \$ CHARGES		G. DAYS OR UNITS H. ICD-9-CM Plan I. ID. QUAL. J. RENDERING PROVIDER ID. #	
1				NPI _____	
2				NPI _____	
3				NPI _____	
4				NPI _____	
5				NPI _____	
6				NPI _____	
25. FEDERAL TAX I.D. NUMBER		SSN EIN		26. PATIENT'S ACCOUNT NO.	
		<input type="checkbox"/> <input type="checkbox"/>		27. ACCEPT ASSIGNMENT? (For Govt. claims, use 1500) <input type="checkbox"/> YES <input type="checkbox"/> NO	
				28. TOTAL CHARGE \$ _____	
				29. AMOUNT PAID \$ _____	
30. Rcvd for NUCC Use					

B Share of Cost (SOC)

Page updated: November 2023

Activity 2: Multiple Services on Same Date

Case Scenario

A recipient requires speech therapy services and receives two speech therapy services on the same day. Recipient has an \$85.00 SOC.

Dates	Service	Amount	SOC Cleared
06/02/22	Speech Evaluation (X4301)	\$75.00	\$75.00
06/02/22	Speech Therapy (X4303)	\$50.00	\$10.00
None	Total of Services	\$125.00	\$85.00

Claim Completion

What information will be submitted on this claim form? How will the collected SOC be entered on the claim form?

See the Appendix for the Answer Key.

Partial CMS-1500 claim form

d. INSURANCE PLAN NAME OR PROGRAM NAME		10c. CLAIM CODES (Designated by NUCC)		d. IS THERE ANOTHER HEALTH BENEFIT PLAN? <input type="checkbox"/> YES <input type="checkbox"/> NO <i>If yes, complete items 9, 9a, and 9d.</i>	
READ BACK OF FORM BEFORE COMPLETING & SIGNING THIS FORM.					
12. PATIENT'S OR AUTHORIZED PERSON'S SIGNATURE I authorize the release of any medical or other information necessary to process this claim. I also request payment of government benefits either to myself or to the party who accepts assignment below.				13. INSURED'S OR AUTHORIZED PERSON'S SIGNATURE I authorize payment of medical benefits to the undersigned physician or supplier for services described below.	
SIGNED _____		DATE _____		SIGNED _____	
14. DATE OF CURRENT ILLNESS, INJURY, or PREGNANCY (LMP) MM DD YY QUAL		15. OTHER DATE MM DD YY QUAL		16. DATES PATIENT UNABLE TO WORK IN CURRENT OCCUPATION FROM MM DD YY TO MM DD YY	
17. NAME OF REFERRING PROVIDER OR OTHER SOURCE			17a. _____	18. HOSPITALIZATION DATES RELATED TO CURRENT SERVICES FROM MM DD YY TO MM DD YY	
			17b. NPI _____		
9. ADDITIONAL CLAIM INFORMATION (Designated by NUCC)				20. OUTSIDE LAB? <input type="checkbox"/> YES <input type="checkbox"/> NO \$ CHARGES _____	
21. DIAGNOSIS OR NATURE OF ILLNESS OR INJURY Relate A-L to service line below (24E) ICD Ind. _____				22. RESUBMISSION CODE _____ ORIGINAL REF. NO. _____	
A. _____		B. _____		23. PRIOR AUTHORIZATION NUMBER _____	
C. _____		D. _____			
E. _____		F. _____			
G. _____		H. _____			
I. _____		J. _____			
24. A. DATE(S) OF SERVICE From MM DD YY To MM DD YY		B. PLACE OF SERVICE	C. EMG	D. PROCEDURES, SERVICES, OR SUPPLIES (Explain Unusual Circumstances) CPT/HCPCS MODIFIER	E. DIAGNOSIS POINTER
				F. \$ CHARGES	G. DAYS OR UNITS
				H. ICD-9-CM Family Plan	I. ID. QUAL.
				J. RENDERING PROVIDER ID. #	
1					NPI _____
2					NPI _____
3					NPI _____
4					NPI _____
5					NPI _____
6					NPI _____
25. FEDERAL TAX I.D. NUMBER		SSN EIN	26. PATIENT'S ACCOUNT NO.		27. ACCEPT ASSIGNMENT? (For govt. claims, see back) <input type="checkbox"/> YES <input type="checkbox"/> NO
					28. TOTAL CHARGE \$ _____
					29. AMOUNT PAID \$ _____
					30. Rvcd for NUCC Use _____

B Share of Cost (SOC)

Page updated: November 2023

Activity 3: Inpatient Claim with SOC

Case Scenario

A recipient has a \$100.00 SOC. She paid \$50.00 to provider “A”, who performed a SOC spend down transaction for \$50.00. The remaining \$50.00 is paid or obligated to the hospital staff (provider “B”), which performs a second SOC clearance transaction. The recipient’s SOC is now fully certified. The total cost of services rendered for the inpatient claim is \$3,430.50.

Claim Completion

What information will be submitted on this claim form? How will the collected SOC be entered on the claim form?

See the Appendix for the Answer Key.

Partial UB-04 claim form

The image shows a partial UB-04 claim form with several fields highlighted with black boxes. The highlighted fields are:

- 39 VALUE CODES AMOUNT (a, b, c, d)
- 41 SERV DATE and 41 SERV UNITS
- 55 EST. AMOUNT DUE
- 57 OTHER PRV ID
- 67 A through Q
- 70 PATIENT REASON DX
- 71 PPS CODE
- 72 EQ
- 73
- 74 PRINCIPAL PROCEDURE DATE
- 75
- 76 ATTENDING NPI
- 77 OPERATING NPI
- 78 OTHER NPI
- 79 OTHER NPI
- 80 REMARKS (a, b, c, d)

Note: For record keeping purposes only and to help reconcile payment on the *Remittance Advice Details* (RAD) form, providers may show in the *Remarks* field (Box 80) the SOC amount that the recipient paid or is obligated to pay.

B Share of Cost (SOC)

Page updated: November 2022

Activity 4: Multiple Services Rendered on Same Date of Service Outpatient Claim with SOC

Case Scenario

Two services are rendered to a recipient on the same date. In this case, the recipient visits the emergency room twice to see a doctor about recurring chest pains. The outpatient clinic bills for the room use, as well as the blood tests and handling. The recipient has a \$60.00 SOC.

Dates	Service	Amount	SOC Cleared
06/18/22	E.R. room use (Z7502)	\$50.00	\$60.00
06/18/22	Panel Tests (80061)	\$30.00	\$0.00
06/18/22	Amino Acid Nitrogen (82127)	\$15.00	\$0.00
06/18/22	Collection and Handling (99000)	\$5.00	\$0.00
06/18/22	E.R. room use (Z7502)	\$24.50	\$0.00
None	Total of Services	\$124.50	\$60.00

Notes:

B Share of Cost (SOC)

Page updated: November 2023

Claim Completion

What information will be submitted on this claim form based on the case scenario from the previous page? How will the collected SOC be entered on the claim form?

See the Appendix for the Answer Key.

Partial UB-04 claim form

39																					
a		b			c			d													
42 REV. CD.		43 DESCRIPTION			44 HCPCS / RATE / HIPPS CODE			45 SERV. DATE		46 SERV. UNITS		47 TOTAL CHARGES		48 NON-COVERED CHARGES		49					
PAGE OF										CREATION DATE		TOTALS									
50 PAYER NAME				51 HEALTH PLAN ID				52 BILL INFO		53 A332 BEN		54 PRIOR PAYMENTS		55 EST. AMOUNT DUE		56 NPI					
58 INSURED'S NAME				59 P.REL.		60 INSURED'S UNIQUE ID				61 GROUP NAME				62 INSURANCE GROUP NO.							
63 TREATMENT AUTHORIZATION CODES						64 DOCUMENT CONTROL NUMBER						65 EMPLOYER NAME									
66		67		A		B		C		D		E		F		G		H		68	
69 ADMIT DX		70 PATIENT REASON DX		a		b		c		71 PPS CODE		72 ECI		a		b		c		73	
74 PRINCIPAL PROCEDURE CODE				a OTHER PROCEDURE CODE				b OTHER PROCEDURE CODE				75				76 ATTENDING NPI		QUAL			
c OTHER PROCEDURE CODE				d OTHER PROCEDURE CODE				e OTHER PROCEDURE CODE				LAST		FIRST		77 OPERATING NPI		QUAL			
80 REMARKS				81CC a		b		c		d		LAST		FIRST		78 OTHER NPI		QUAL			
				d						LAST		FIRST		79 OTHER NPI		QUAL					
										LAST		FIRST									

UB-04 CMS-1450 © 2005 NUBC OMB APPROVAL PENDING NUBC Historic System Billing Guidelines LIC9213257 THE CERTIFICATIONS ON THE REVERSE APPLY TO THIS BILL AND ARE MADE A PART HEREOF.

Resource Information

References

The following reference materials provide Medi-Cal program and eligibility information.

Provider Manual References

Part 1

County Medical Services Program (CMSP) (county med)
Share of Cost (SOC) (share)

Part 2

Share of Cost (SOC): 25-1 Long Term Care (share ltc)
Share of Cost (SOC): CMS-1500 (share cms)
Share of Cost (SOC): UB-04 for Inpatient Services (share ip)
Share of Cost (SOC): UB-04 for Outpatient Services (share op)