APPENDIX 21
WISCONSIN PEER REVIEW ORGANIZATION (WIPRO) REVIEW PROCESS

Admission Review
WIPRO must be notified of the following admissions by the admitting/attending physician or the hospital:

- all AODA admissions to general hospitals or IMDs;
- all elective psychiatric admissions to general hospitals or IMDs; and
- all urgent/emergent admissions to IMDs for recipients under 21 years of age.

At the time the physician or hospital contacts WIPRO, a WIPRO nurse reviewer determines whether the admission is subject to these review procedures and, if so, gathers information over the telephone regarding the patient's medical condition. The WIPRO reviewer uses WMAP psychiatric/AODA criteria to determine whether, on the basis of information provided, the admission appears to be medically necessary. If the reviewer determines that the admission might be "suspect" (i.e., not medically necessary):

1. the reviewer informs the provider that the admission is suspect.
2. WIPRO "flags" the case for retrospective review.

A determination that the medical necessity of the admission might be suspect, for WMAP payment purposes, is made if the admission does not meet the criteria for admission, or if there is not adequate information to determine whether the criteria are met. A decision to recoup WMAP payments for the hospitalization is not made until there has been a review of the recipient's medical record, the recipient has been discharged from the hospital, and a denial determination has been made by a WIPRO physician advisor. Complete medical record documentation is essential for WIPRO in determining the medical necessity of the admission and hospitalization. Physicians must be certain that the patient's record continually and adequately documents the recipient's condition and need for inpatient care.

A control number is issued by WIPRO when notified at the time of admission for all psychiatric and AODA admissions subject to this review. Claims for admissions subject to this review process which do not have a control number are denied.

Retrospective Review
WIPRO also conducts retrospective reviews on targeted psychiatric and AODA admissions. Cases found suspect on admission review are targeted for retrospective review. However, retrospective reviews are not limited to those admissions which must be reported to WIPRO. For instance, urgent/emergent psychiatric admissions which have short lengths of stay or are transfers may also be subject to retrospective review.

If a case is selected for retrospective review, WIPRO requests the recipient's medical record from the hospital. If upon retrospective review, WIPRO determines that the admission or any portion of the inpatient stay was not medically necessary for WMAP purposes, WIPRO informs the hospital, physician, and the WMAP of their final determination.

Special Cases

1. Border status hospitals and court-ordered admissions are subject to WIPRO review process.
2. Dual entitlees (Medicare/Medical Assistance) are subject to WIPRO review process after the recipient's psychiatric benefits under Medicare are exhausted.
3. Cases in which an application for WMAP eligibility is submitted at the time of admission or at any point during an inpatient stay are subject to this review process. If the recipient is determined eligible for WMAP coverage after admission, the hospital must notify WIPRO of the hospitalization prior to submitting the claim so that WIPRO may assign a control number. This type of situation includes separate case eligibility determinations for children admitted to specialty hospitals and recipient retroactive eligibility.

Exempted Cases

1. Recipients in WMAP-contracted managed care programs are exempted from WIPRO review. Managed care programs have their own procedures relative to mental health and AODA services and should be contacted prior to admission for elective services, and within 72 hours after admission for emergency care.

2. Out-of-state hospitals (excluding border status hospitals) are exempted from WIPRO review. Except for emergency care, such stays are subject to prior authorization.

Questions About the Pre-Admission Review (PAR)

All questions about the review of PAR should be directed to WIPRO at 1-800-833-7247 or (608) 274-3832.

Please do not contact EDS with questions regarding this review process