



**Georgia Department of Behavioral Health & Developmental Disabilities**  
*Frank W. Berry, Commissioner*


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**Office of Decision Support and Information Management**

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April 15, 2016

To: Chief Executive Officer  
DBHDD State Contracted Psychiatric Inpatient Facilities

From: John Quesenberry, Director   
Office of Decision Support and Information Management

Subject: Billing for State Contracted Psychiatric Inpatient Facility Beds

In December 2015, the Georgia Collaborative Administrative Services Organization (ASO), operated by Beacon Health Options, was implemented. Prior to this implementation, agencies providing psychiatric inpatient services submitted claims by paper invoice. Since this implementation, agencies now have two options for submitting claims: 1) direct entry of claims into the Beacon Provider Connect web portal; or 2) submitting claims by file for batch processing. Agencies that choose to submit claims for batch file processing must use the 837p (professional) standard file format and bill the HCPCS procedure code H2013. While DBHDD recognizes that not all agencies are accustomed to using this format, this is the format that best fits the needs of the DBHDD system and is the only format accepted for electronic transactions.

We request that you communicate the information in this letter as soon as possible to the appropriate personnel in your organization, including specifically (a) Chief Financial Officer and (b) billing or finance managers and any other staff responsible claims processing for DBHDD contracted services.

Please direct questions concerning to the Georgia Collaborative ASO at [GACollaborativePR@beaconhealthoptions.com](mailto:GACollaborativePR@beaconhealthoptions.com). Should you have any other questions concerning this letter, please contact John Quesenberry at [john.quesenberry@dbhdd.ga.gov](mailto:john.quesenberry@dbhdd.ga.gov).

As always, we appreciate your cooperation in providing complete, accurate, and timely data concerning the services you deliver.

c: Melissa Sperbeck  
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