



**EMERGENCY MEDICAL
SERVICES AGENCY**
LOS ANGELES COUNTY

**Los Angeles County
Board of Supervisors**

Gloria Molina
First District

Mark Ridley-Thomas
Second District

Zev Yaroslavsky
Third District

Don Knabe
Fourth District

Michael D. Antonovich
Fifth District

Cathy Chidester
Director

William Koenig, MD
Medical Director

10100 Pioneer Blvd, Suite 200
Santa Fe Springs, CA 90670

Tel: (562) 347-1500
Fax: (562) 941-5835

*To improve health
through leadership,
service and education*



Health Services
<http://ems.dhs.lacounty.gov>

May 8, 2013

TO: All Physicians Participating in Los Angeles County
Physician Services for Indigents Program

FROM: Cathy Chidester *ee*
Director

SUBJECT: Audit Record Requirements

This is a reminder of the County's Physician Services for Indigents Program (PSIP) audit requirements. In the Billing Procedures of the PSIP enrollment packet, it is stated:

GENERAL OBLIGATION OF PHYSICIANS SUBMITTING CLAIMS

Physician shall immediately prepare, and thereafter maintain, complete and accurate records sufficient to fully and accurately reflect the services provided, the costs thereof, all collection attempts from the patient and third party payers, and revenue collected, if any, for which claim has been made under the claiming process.

Audited claims that do not comply with program requirements shall result in a refund to the County.

Physician or hospital claims audited by County and/or State representatives relating to the services would be in violation if:

- (1) the records are incomplete or do not support the medical necessity for the services billed
- (2) records do not exist to evidence the provision of all or a portion of the services
- (3) physician failed to refund County for payments received from patients or third parties as required
- (4) the patient was ineligible for services hereunder
- (5) physician did not otherwise qualify for reimbursement

If a provider does not submit the requested records, audited claims do not comply with the program requirements, or there are other violations, a provider may be excluded from participation in the program as stated in the PSIP agreement Billing Procedures.

Audit Record Policy
May 8, 2013
Page 2

The Physician Reimbursement Advisory Committee (PRAC) has reviewed prior audit findings and supports such action.

If you have any questions or concerns regarding audit policies for PSIP, please contact Andree A. Stecker of my staff at (562) 347-1596.

Thank you.

CC:jd