

Instructors:

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Program Description

We want to welcome you to a new and exciting online training focusing on optimizing insurance, and look forward to being your guide as we explore opportunities within your practice that many easily overlook. This program emphasizes the knowledge needed to understand insurance basics, billing claims and best practices that will help you to bill efficiently, properly and get paid timely for the work you do.

Program Materials

- Key Terminology Handout
- Insurance Eligibility and Authorization Samples
- Virtual Routing Slip PDF and Claims Images
- Sample Remittance Advices
- Collections Scripts – Patient and Insurance
- Insurance Manual Template
- Resources Handout
- Insurance Specific Provider Manuals

Program Requirements

- Complete all courses within the program
- Pass all assessments with 80% score
- Join us for a live session review

Learning Objectives

- Understand the basic terminology within *optometry billing*
- Understand how to check eligibility and benefits
- Understand the difference between medical and vision benefits
- Understand the difference between medical and vision diagnoses
- Understand how to determine what to collect from the patient on the date of service
- Develop an understanding of how to file a claim
- Understanding the payment process and how to manage accounts receivables
- Develop an understanding of how to identify possible Medically Necessary contact benefits
- Understand insurance manual contents and identify resources for insurance and billing

Program Outline

1. Insurance 101: The Basics

In this course, we will review Basic Terminology ranging from the conditions of the eye to understanding the differences between medical vs. vision plans. We will also look at basic terminology used in the insurance and billing processes within your practice. Plus, we will look at how to apply these terms and definitions.

2. Understanding the Difference Between Medical and Vision

In this course, you will develop an understanding the difference between medical insurance, vision insurance, and the importance of gathering patient information and best practices for insurance verification.

3. The Heart of Successfully Billing, Collecting and Filing a Claim

In the course, we will look at the heart of filing a claim and how to utilize a routing slip for accuracy.

4. Managing Insurance Remittances, Outstanding Claims and Accounts Receivables

During this course, we will gather an understanding of how we get paid, reviewing the remittance advice, and the when and how to manage outstanding claims and accounts receivable, or AR.

5. Understanding Medically Necessary Contact Lenses

In this course, we will develop an understanding of how to easily determine if a patient's benefits can be billed under Medically Necessary Contacts.

6. Insurance Manual and Resources

In our final course of the program, we will review the insurance manual and what items to include within it. We will also identify excellent resources to utilize within your practice.