



SecureCare

vElect Messenger Model System

Training Manual

vElect powered by Valence Health

TABLE OF CONTENTS

- 2 Brief Overview of Tool
- 3 Logging h
- 4 The Main Menu
- 5 Comparing Fee Schedules
- 6 Making your Participation Selection
- 8 LoggingOff

OVERVIEW

This tool is designed to allow PA members to perform the following reviews:

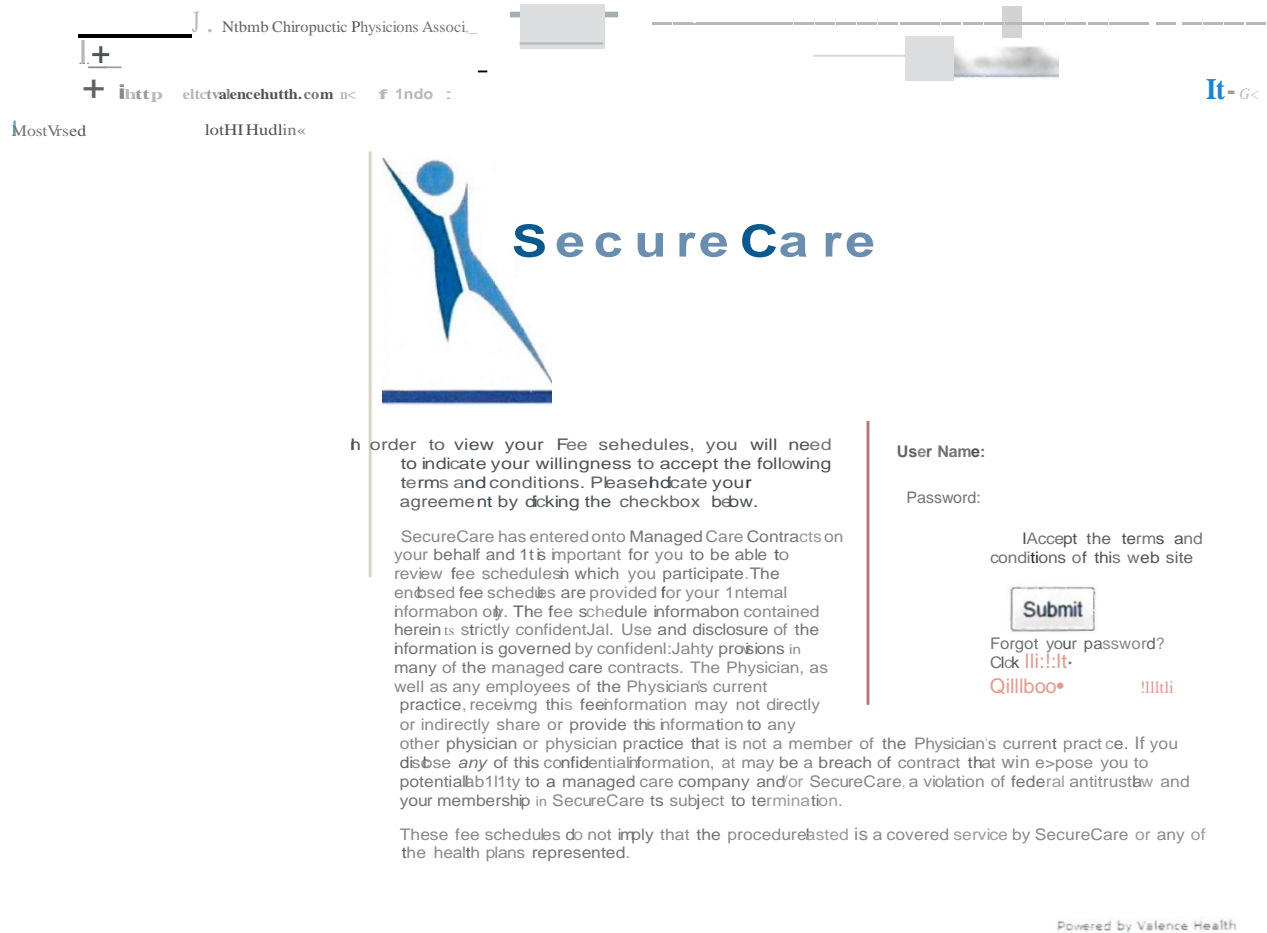
Fee Schedule Review - A provider can review the fees for the contracts that he or she currently participates in through SecureCare's vElect website. These fee schedules can be compared to the area Medicare fee schedule on a CPT code specific basis as well as on a weighted average basis using national utilization data specific to a specialty. The provider also has the ability to input their own utilization or download the information into Excel to better analyze and manipulate the data.

Contract Messaging - A provider can review any newly proposed fee schedules using the tools detailed above. The provider also has the ability to electronically accept or reject the fee schedules online and print off and sign their acceptance or rejection. All new SecureCare contracts will be messengered to providers utilizing this new software.

Step by Step Instructions

1. Go to **website: www.securecarecorp.com**
2. Click on the green "Account Management" tab and choose Valence Health.

You will then see the login screen and disclaimer:



The screenshot shows a web browser window with the URL <http://www.securecarecorp.com>. The page features the SecureCare logo, which consists of a stylized blue figure with arms raised, next to the text "SecureCare". Below the logo, there is a disclaimer text that reads: "In order to view your Fee schedules, you will need to indicate your willingness to accept the following terms and conditions. Please indicate your agreement by clicking the checkbox below." The disclaimer text continues: "SecureCare has entered into Managed Care Contracts on your behalf and it is important for you to be able to review fee schedules which you participate. The enclosed fee schedules are provided for your internal information only. The fee schedule information contained herein is strictly confidential. Use and disclosure of the information is governed by confidentiality provisions in many of the managed care contracts. The Physician, as well as any employees of the Physician's current practice, receiving this information may not directly or indirectly share or provide this information to any other physician or physician practice that is not a member of the Physician's current practice. If you disclose any of this confidential information, it may be a breach of contract that will expose you to potential liability to a managed care company and/or SecureCare, a violation of federal antitrust law and your membership in SecureCare is subject to termination." Below the disclaimer, there is a "User Name:" field, a "Password:" field, and a "Submit" button. There is also a checkbox labeled "I Accept the terms and conditions of this web site" and a "Forgot your password? Click here!" link. At the bottom right, it says "Powered by Valence Health".

3. Enter your:
Username
Password
Check agreement box and click "Submit"

4. You have now reached the Main Menu

- A. Highlight your specialty
- B. Select the "Compare fee schedules" button
- C. Click "Submit" at the bottom of the page to proceed.

This will bring up all fee schedules for comparison.



Step 1.

Select a typical utilization based on your specialty.

Select a representative commercial service distribution for your specialty.

Step 2.

Compare fee schedules

Review fee schedules and make your election to participate

f Submit 1

5. Comparing the Fee Schedules

A. Sorting the results: "Sort by Distribution" will allow the most frequently billed codes by Chiropractic physicians to be at the top.

Refine Search

Specialty: Chiropractic Sort By: CPT Code Sort By: Distribution

Aetna Coventry First Health United

You may sort either by CPT code (default) or by distribution; click on the button to change sort option

Procedure Code	Mod	Description	Service Distribution	Medicare		Aetna		Coventry		First Health		United	
				Office	Facility	Office	Facility	Office	Facility	Office	Facility	Office	Facility
Effective Dates:				10/11	16	05/07		01/08		02/08		10/07	
98940		Chiropractic manipulation	51.2111	\$2667	\$21.41	\$30.63	\$25.59	\$28.19	\$23.52	\$32.88	\$27.47	\$28.17	\$23.84
98941		Chiropractic manipulation	20.5111	\$37.73	\$32.12	\$17.69	\$10.81	\$38.69	\$33.13	\$48.49	\$38.98	\$39.04	\$33.43
9701H		Electric stimulation therapy	1.1711	\$1632	\$1632	\$17.39	\$17.39	\$198	\$15.98	\$18.64	\$18.64	\$15.42	\$15.42
97012		Mechanical traction therapy	3.1911	\$1663	\$16.63	\$1800	\$1800	\$1671	\$16.71	\$19.62	\$19.62	\$18.97	\$18.97
97140		Manual therapy	2.3311	\$1009	\$30.09	\$32.51	\$32.51	\$2960	\$29.60	\$34.87	\$34.87	\$35.14	\$35.14
97035		Ultrasound therapy	1.8511	\$U08	\$U.08	\$162	\$16.2	\$U.15	\$13.15	\$15.71	\$15.71	\$18.25	\$18.25
97010		Hot or cold packs therapy	1.7711	\$6.39	\$6.39	\$5.25	\$5.25	\$571	\$5.71	\$6.62	\$6.62	\$5.61	\$5.61
99203		Office/outpatient visit new	1.7111	\$11.11	\$82.58	\$112.58	\$80.75	\$1350	\$96.47	\$127.13	\$91.19	\$96.73	\$70.82
99212		Office/outpatient visit est		\$1577	\$2753	\$18.59	\$2851	\$55.22	\$32.51	\$33.20	\$31.32	\$58.41	\$34.39
97110		Therapeutic exercise	1.2911	\$3222	\$3222	\$3171	\$3171	\$32.18	\$32.18	\$37.68	\$37.68	\$37.53	\$37.53

B. Selecting which fee schedules to compare:

The default compares your utilization to all fee schedules. If you wish to exclude one or more fee schedules, click on the box next to the fee schedule to uncheck the box, then click "Update."

Refine Search

Specialty: Chiropractic Sort By: CPT Code Sort By: Distribution

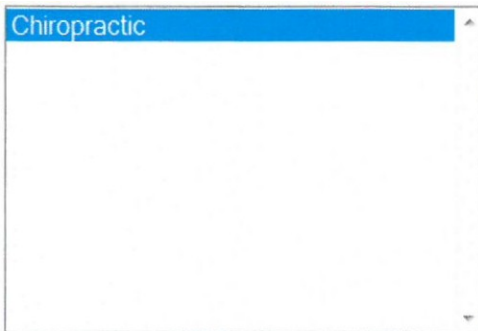
Aetna Coventry First Health United

Procedure Code	Mod	Description	Service Distribution	Medicare		Aetna		United	
				Office	Facility	Office	Facility	Office	Facility
Effective Dates:				2012	11/16	05/07		10/07	
29220		Slapping of low b	0.0011	\$000	\$00	\$6721	\$8091	\$60.52	\$185
29210		Slapping of shoulder	0.0011	\$6026	\$1631	\$681	\$1929	\$71.81	\$55.17
29530		Strapping of knee	0.0011	\$55.36	\$469	\$72.72	\$5152	\$71.54	\$509
29540		Strapping of ankle and/or ft	0.0011	\$39.05	\$2831	\$109	\$36.60	\$50.11	\$11.59
72010	26	X-ray lum of spine	0.0011	\$2169	\$2169	\$29.57	\$2957	\$12.51	\$32.53
72010		X-ray lum of spine	0.0711	\$8107	\$8107	\$10576	\$10576	\$11.05	\$11.05
72020		X-ray lum of spine	0.0311	\$2599	\$2599	\$2591	\$2591	\$395	\$395
72040		X-ray exam of neck spine	0.6111	\$13.81	\$13.81	\$53.92	\$53.92	\$56.65	\$56.65
72040	26	X-ray lum of neck spine	0.0011	\$13.05	\$13.05	\$13.35	\$13.35	\$U.14	\$13.11
72050		X-ray exam of neck spine	0.0111	\$58.11	\$58.11	\$6836	\$68.36	\$59.76	\$59.76

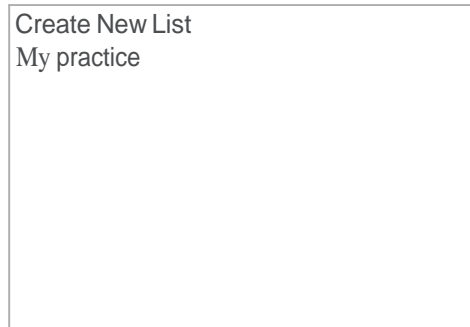
6. To make your participation decision:

Step 1.

Select a typical utilization based on your specialty.

A screenshot of a dropdown menu. The top bar is blue and contains the text 'Chiropractic'. Below the bar, the menu is currently empty, showing only a white background with a vertical scrollbar on the right side.

Select a representative commercial service distribution for your specialty.

A screenshot of a text input field. The field contains the text 'Create New List' on the first line and 'My practice' on the second line. The text is in a standard black font.

Step 2.

Compare fee schedules

- a Review fee schedules and make your election to participate

Submit

At the Main Menu screen, in Step 2 at the bottom, click the button next to "Review fee schedules and make your election to participate"

Click "Submit"...

➤ **Next you will be taken to a screen with only Medicare. Select the payor you want to review. The screen will refresh with that payors rates along with a "decision box"**

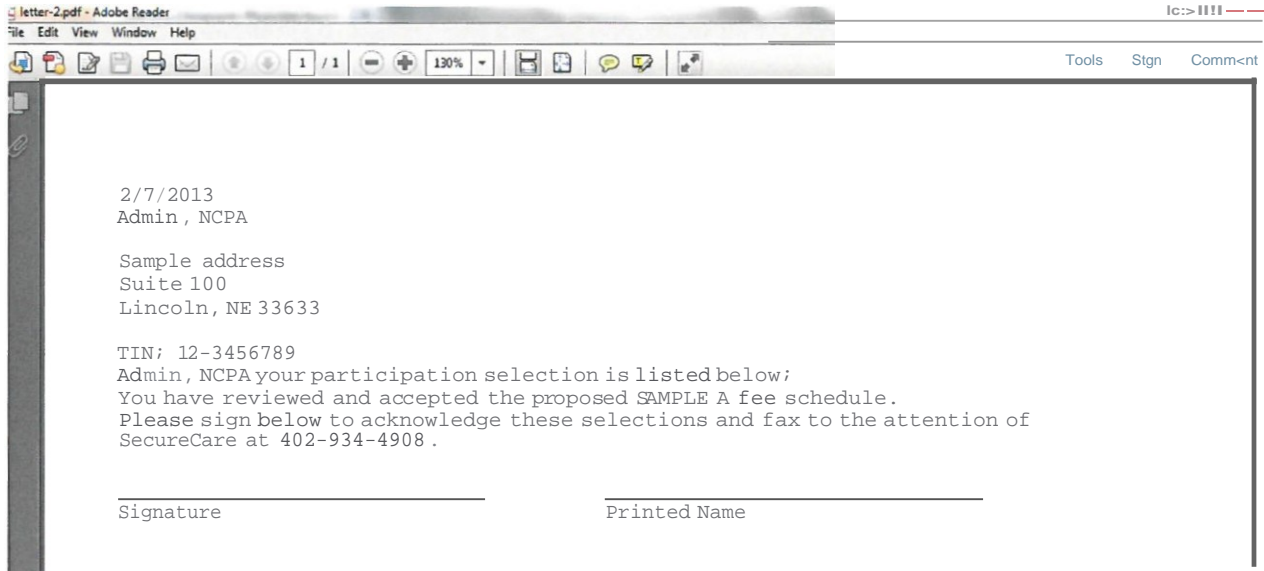
Main Menu View Fee Schedule Notes Help Log Off
 Rcfint- hl'Rc,ulh
 Specialty Chiropracbc • Sort By: CPT Code
 Payor: FtHealth(undecided) Sort By: Distribution E>ponoExcel J

Proc:edure Code	Mod	Description	Service Distribution	Medicare		Ft Health	
				Office	Fadlity	Office	Fadlity
Effective Dates:				J0121116		02/08	
29220		StrapPP1119 of low back	0.00%	\$0.00	\$0.00	\$69.28	\$52.18
29210		Strapping of shoulde<	0.00%	\$60.26	\$16.31	\$78.30	\$57.74
29530		Strapping of knee	0.00%	\$55.36	\$10.69	\$69.68	\$49.37
29510		Strapping of ankle and/or ft	0.00%	\$39.05	\$28.31	\$53.93	\$11.77
72010	26	X ray exam of spine	0.00%	\$24.69	\$21.69	\$29.91	\$29.91
72010		X-ray exam of spine	0.07%	\$84.07	\$84.07	\$99.95	\$99.95
72020		X-ray exam of spine	0.03%	\$25.99	\$25.99	\$31.87	\$31.87
72010		X-ray exam of neck spine	0.64%	\$43.81	\$43.81	\$53.84	\$53.84
72010	26	X-ray exam of neck spine	0.00%	\$13.05	\$13.05	\$14.30	\$14.30
72050		X-ray exam of neck spine	0.00%	\$58.41	\$58.41	\$75.30	\$75.30
72052		X-ray exam of neck spine	0.00%	\$74.48	\$74.48	\$95.16	\$95.16
72070		X-ray exam of thoracic spine	0.10%	\$36.67	\$36.67	\$50.94	\$50.94
72100		X-ray exam of lower spine	1.17%	\$40.95	\$40.95	\$55.80	\$55.80
72100	26	X-ray exam of lower spine	0.00%	\$13.05	\$13.05	\$14.18	\$14.18
72110		X-ray exam of lower spine	0.00%	\$55.19	\$55.19	\$76.97	\$76.97
721H		X-ray exam of lower spine	0.00%	\$72.35	\$72.35	\$102.63	\$102.63

Decision
 Submit

➤ **After reviewing the rates, you can make your decision by clicking one of the buttons in the decision box and then clicking "Submit". This will record your decision in our database and generate the document to sign and return...**

A pdf document populated with your information and your election decision will display.



7. Print this page, then both sign and print your name and fax it to the SecureCare office at: (402) 934-4908.

SecureCare will import your decision page into your individual electronic credentialing file.

Logging Off

IMPORTANT:

Once you have finished your work with the fee schedules, log off to prevent unauthorized access to this information. You will be taken out of the vElect website. For maximum security, please close your browser completely before stepping away from your desk.