













LIVE WELL  
SAN DIEGO

# **SmartCare Service Entry Without a Progress Note (Admin Service Entry)**



8. Click the Procedure field and select the appropriate option.
9. Click the Location field and select the appropriate option.
10. Select the Start Date, it will default to today's date.
11. Click the Mode of Delivery field and select the appropriate option.
12. Enter a Face to Face Time.
13. Enter Travel Time.
14. Enter Documentation Time.

Service Detail Regenerate Charge          

**Service Detail** | Billing Diagnosis | Authorization(s)

**Service**

Client: Ellis, Tawny Status: Scheduled Start Date: 08/30/2023 Program: MH Adult Outpatient

Procedure: Brief Emotional/Behavioral Assessment Start Time: 12:00 AM Face to Face Time: 30 Minutes

Clinician Name: Miller, Amie End Date: 08/30/2023

Location: Community Mental Health Center Attending Referring:

Client was present Other Person(s) Present: Cancel Reason:

Group... Charge: \$0.00 Balance: Rate ID:

Billable  Do Not Complete

Mode Of Delivery: Face-to-face

Travel Time: Minutes











Documentation Time: 15 Minutes

Emergency Indicator:  Override Charge Amount Overridden By:

Evidence Based Practices:  Override Errors Overridden By:

Transportation Service: No  Interpreter Services Needed

15. Click the Billing Diagnosis Tab.

Service Detail Regenerate Charge          

**Service Detail** | **Billing Diagnosis** | Authorization(s)

**Service**

Client...: Ellis, Tawny Status: Scheduled Start Date: 08/30/2023 Program: MH Adult Outpatient

Procedure: Brief Emotional/Behavioral Assessment Start Time: 12:00 AM Face to Face Time: 30 Minutes

Clinician Name: Miller, Amie End Date: 08/30/2023

Location: Community Mental Health Center Attending Referring:

Client was present Other Person(s) Present: Cancel Reason:

Group... Charge: \$0.00 Balance: Rate ID:

16. If the client already has current Diagnosis Document on file, it will already be selected in the Billing Diagnosis section.

Service Detail Regenerate Charge

Service Detail **Billing Diagnosis** Authorization(s)

Billing Diagnosis Common Psych, Medical, and SDOH Diagnoses

1 F32.0 - Major depressive disorder, Single episode, Mild

[Re-Order Diagnosis](#) [Refresh Diagnosis](#)

ICD 10...

- If you need to add a diagnosis, **click the blue ICD 10 button.**
- In the pop-up window, **enter the ICD code** in the appropriate field or **enter the description.**
- Click the appropriate radio button** to select the diagnosis.
- Click OK.**

Service Detail **Billing Diagnosis** Authorization(s)

Billing Diagnosis Common Psych, Medical, and SDOH Diagnoses

1 F32.0 - Major depressive disorder, Single episode, Mild

2 F43.0 - Acute stress disorder

[Re-Order Diagnosis](#) [Refresh Diagnosis](#)

ICD 10...

Diagnosis ICD Ten PopUp

f43 Search

ICD10  SNOMED Billable and Non Billable

\* DSM-5-TR

	DSM 5/ICD 10	Billable	SNOMED	ICD/ DSM Description	SNOMED Description
<input checked="" type="radio"/>	F43.0*	Yes	10361001	Acute stress disorder	Exhaustion delirium (finding)
<input type="radio"/>	F43.0*	Yes	192037000	Acute stress disorder	Acute panic state due to acute stress reaction (disorder)
<input type="radio"/>	F43.0*	Yes	192038005	Acute stress disorder	Acute fugue state due to acute stress reaction (disorder)
<input type="radio"/>	F43.0*	Yes	192039002	Acute stress disorder	Acute stupor state due to acute stress reaction (disorder)

17. If needed, **click the drop down** to re-order the diagnoses.

**Billing Diagnosis** Common Psych, Medical, and SDOH Diagnoses

ICD 10...

17

1 F32.0 - Major depressive disorder, Single episode, Mild

2 F43.0 - Acute stress disorder

[Re-Order Diagnosis](#) [Refresh Diagnosis](#)

18. Click Save.

Service Detail

Regenerate Charge

Save

18

**Service Detail** Billing Diagnosis Authorization(s)

**Billing Diagnosis** Common Psych, Medical, and SDOH Diagnoses

Medical >

1 F32.0 - Major depressive disorder, Single episode, Mild

2 F43.0 - Acute stress disorder

[Re-Order Diagnosis](#) [Refresh Diagnosis](#)

ICD 10...

## Add On Codes

In order for a procedure to be used as either a manual or automatic add-on code while recording services, it needs to be setup in the Procedure/Rates record via the Add-On Procedure Codes tab.

## Procedure Code Details

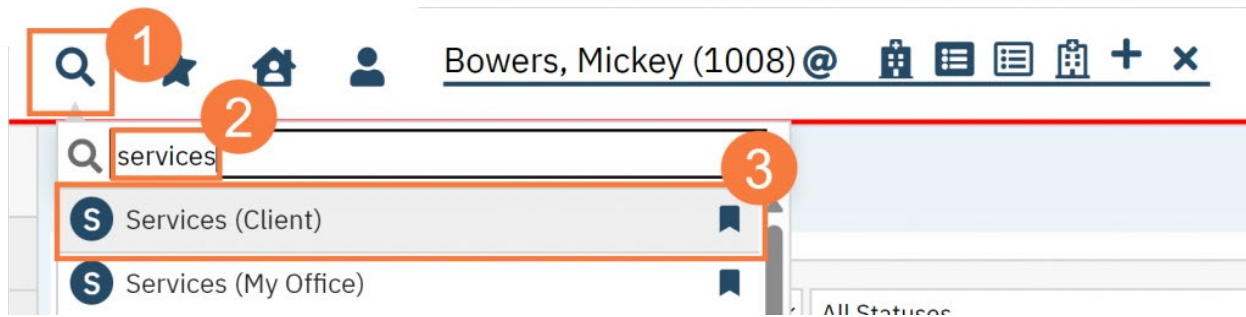
**General** Rates/ Billing Codes Programs/ Credentials **Add-On Procedure Codes**

**Add-On Procedure Codes**

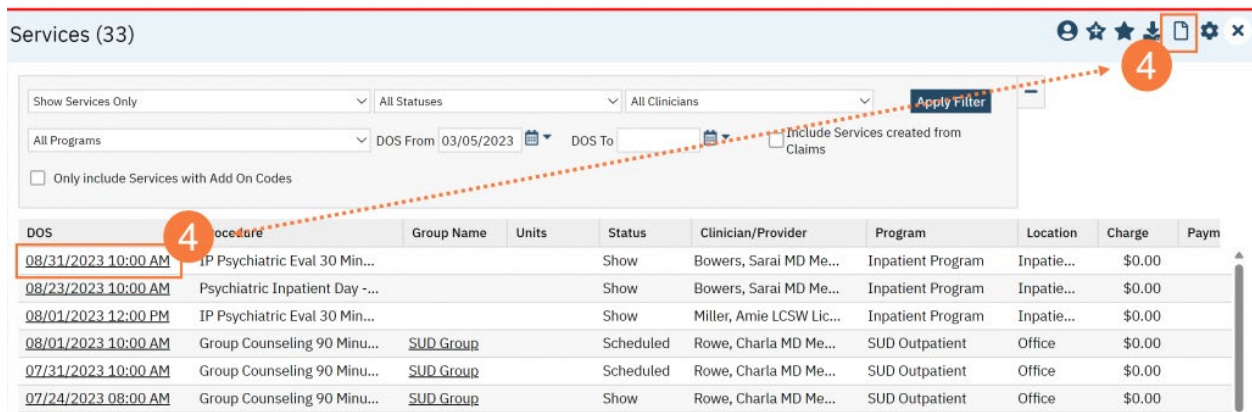
Show Only Selected Procedure Codes Search:

Ancillary Service

1. With the client open, click the Search icon.
2. Type Services into the Search bar.
3. Click to select Services (client).



4. Either select an existing service or start a new one by clicking on the New icon.



5. On the Service Detail screen fill out the required fields, including the primary procedure.
6. Once the primary procedure has been selected, the Add-On Codes tab will be displayed; select the tab.
7. Using the dropdown menu, choose the add-on code and then complete the Start Time and Duration fields
8. Click Add.
9. Click. Save

