



Department of Health and Human Services  
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## Memorandum

**Date:** April 23, 2013  
**To:** Hospital Billers for MBCHP Services  
**From:** Eric N. Spear, Provider Network and Claims Processing Coordinator  
Maine CDC Breast and Cervical Health Program (MBCHP)  
207-287-4101 or [Eric.N.Spear@Maine.gov](mailto:Eric.N.Spear@Maine.gov)  
**Re:** MBCHP Timely Filing for Claims Reimbursement

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Spring greetings:

We want to thank you for your ongoing support and commitment to the early detection of breast and cervical cancer.

We are writing this memo as a reminder of the MBCHP billing instructions specifically as they relate to the timely filing of MBCHP claims: **claims for MBCHP covered services must enter the MIHMS claims processing system within 180 days of the date of service or the system will deny payment as untimely. A claim denied for being untimely may not be billed to the client.**

It is important to remember that MBCHP services are not part of MaineCare. MBCHP services are paid with funds from a federal grant award from the US CDC/ National Breast and Cervical Cancer Early Detection Program. Annually, MBCHP is required to reconcile expenses associated with services delivered during our twelve-month budget period: timely filing of claims by providers in our service network is critical for maintaining our service-delivery budget.

Also as a reminder, I am enclosing a copy of the MBCHP allowable revenue codes and corresponding procedure (CPT) codes to ensure providers are billing for program covered services using the program's approved codes.

If you have any questions about this memo, please contact me at 207-287-4101 or email [Eric.N.Spear@Maine.gov](mailto:Eric.N.Spear@Maine.gov) for assistance.

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### MBCHP Resources

- If you have not joined, we invite you to sign up for our ListServe to receive updates and program changes at: <http://mailman.informe.org/mailman/listinfo/mbchp-provider>
- For current billing information, i.e. reimbursement rates, allowable CPT, diagnosis, and revenue codes MBCHP uses to process claims, please visit our website: <http://www.maine.gov/dhhs/mecdc/population-health/bcp/billing-information.htm>

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