

Finding & Launching the LOS Calculator Reviewing Patient and Service Type Using Medical Decision Making Criteria Using Time Criteria Comparing MDM vs. Time levels 2021 E/M Resources: E/M Tip Sheet & FAQ's

Finding & Launching the LOS Calculator

1. Once desired new or return outpatient encounter for your patient is activated, click on the Wrap Up Tab.

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2. Click on LOS.

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3. In the Level of Service section click on the wand icon to launch the LOS Calculator.

Wrap-Up	?							
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Patient Instructions Follow-up Communications Review Visit Diagnoses LOS Charge Capture	Ju -							
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No visit diagnoses.								
Level of Service								
NEW1 NEW2 NEW3 NEW4 NEW5	8							
RET1 RET2 RET3 RET4 RET5								
IPREV18 IPREV40 IPREV65+ PPREV18 PPREV40								
PPREV65+ TCM 14 Day TCM 7 Day No Fee								
LOS:	4							
Modifiers: May be added after LOS is selected								
Additional E/M codes: Click to Add								
Billing area:								



Reviewing Patient and Service Type

4. Ensure the patient type is correct – if not click on the proper status New or Established.

		Level of Service	
Īī <u>M</u> ed	ical Decision Making O Time III Ligt + Additional E/M		Patient Type: New Established Service Type: OFFICE/OUTPATIENT
Level	Problems Addressed	Amount and/or Complexity	Risk
2	□ 1 Self-limited or minor problem	Minimal or None	Minimal
3	C or more self-limited or minor problems I stable chronic illness I acute, uncomplicated illness or injury	O Limited Any combination of 2: Review of prior external notes from unique source 1 2 3+ Review of the results from each unique test 1 2 3+ Ordered of each unique test 1 2 3+ or Assessment requiring an independent historian that is no patient	 ✓ Low OTC drugs Minor surgery with no identified risk factors
4	1 or more chronic illness with exacerbation, progression, or side effects of treatment 2 or more stable chronic illnesses 1 undiagnosed new problem with uncertain prognosis 1 acute illness with systemic symptoms 1 acute complicated injury	 Moderate (one from below) Tests, documents, or independent historians (modify in level 3) Independent interpretation of tests completed by another healthcare professional Discussion of management or test interpretation with ano healthcare professional 	Moderate Prescription drug management Minor surgery with identified risk factors Frective major surgery with no identified risk factors From Diagnosis or treatment significantly limited by social determinants of Pother health
5	 1 or more chronic illness with severe exacerbation, progression, or side effects of treatment 1 acute or chronic illness or injury that poses a threat to life or bodily function 	 Extensive (two from below) Tests, documents, or independent historians (modify in level 3) Independent interpretation of tests completed by another healthcare professional Discussion of management or test interpretation with ano healthcare professional 	 High Elective major surgery with identified risk factors Emergency major surgery Drug therapy requiring intensive monitoring for toxicity Decision not to resuscitate or to de-escalate care because of poor prognosis other the prognosis Decision regarding hospitalization
No su	uggested level of service		
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Review the Service Type. "Office/Outpatient" is for leveling New (99202-99205) and Established (99211-99215) patients. Outpatient Consultation leveling: See Figure B below to change to "Consults" using the magnifying glass. Otherwise proceed to the MDM or Time sections to begin leveling your Outpatient E/M Visit (99202-99215).

		Level of Service	x
<u>Ir M</u> ed	cal Decision Making O Time ≔ Ligt + Additional E/M		Patient Type: New Established Service Type: OFFICE/OUTPATIENT
Level	Problems Addressed	Amount and/or Complexity	Risk
2	□ 1 Self-limited or minor problem	Minimal or None	Minimal
3	2 or more self-limited or minor problems 1 stable chronic illness 1 acute, uncomplicated illness or injury	 C Limited Any combination of 2: Review of prior external notes from unique source 1 2 3+ Review of the results from each unique test 1 2 3+ Ordered of each unique test 1 2 3+ or Assessment requiring an independent historian that is not patient 	 ✓ Low OTC drugs Minor surgery with no identified risk factors
4	1 or more chronic illness with exacerbation, progression, or side effects of treatment 2 or more stable chronic illnesses 1 undiagnosed new problem with uncertain prognosis 1 acute illness with systemic symptoms 1 acute complicated injury	 Moderate (one from below) Tests, documents, or independent historians (modify in level 3) Independent interpretation of tests completed by another healthcare professional Discussion of management or test interpretation with anot healthcare professional 	 Moderate Prescription drug management Minor surgery with identified risk factors Elective major surgery with no identified risk factors Diagnosis or treatment significantly limited by social determinants of her
5	 1 or more chronic illness with severe exacerbation, progression, or side effects of treatment 1 acute or chronic illness or injury that poses a threat to life or bodily function 	 Extensive (two from below) Tests, documents, or independent historians (modify in level 3) Independent interpretation of tests completed by another healthcare professional Discussion of management or test interpretation with anot healthcare professional 	 High Elective major surgery with identified risk factors Emergency major surgery Drug therapy requiring intensive monitoring for toxicity Decision not to resuscitate or to de-escalate care because of poor prognosis Decision regarding hospitalization
No su	ggested level of service		
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Figure B:

		_		_			
Patie	nt Type:	New	Established	Service Type: OFF	ICE/OUTPATIENT		
	Service Type Name			3	Service	ce Type ID	
[CONS	CONSULTS		2			
	OFFIC	CE/OU	TPATIENT			^	
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Using Medical Decision Making Criteria

6. Under the first column Problems Addressed select all items that apply. To update, you may uncheck or re-check items.

E		Level of Service	x
In Medi	cal Decision Making O∏ime ≔ Ligt + Additional E/M		Patient Type: New Established Service Type: OFFICE/OUTPATIENT
Level 2	Problems Addressed 1 Self-limited or minor problem	Amount and/or Complexity © Minimal or None	Risk Minimal
3	2 or more self-limited or minor problems 1 stable chronic illness 1 acute, uncomplicated illness or injury	O Limited Any combination of 2: Review of prior external notes from unique source 1 2 3+ Review of the results from each unique test 1 2 3+ Ordered of each unique test 1 2 3+ or Assessment requiring an independent historian that is not patient	✓□Low • OTC drugs • Minor surgery with no identified risk factors the
4	1 or more chronic illness with exacerbation, progression, or side effects of treatment 2 or more stable chronic illnesses 1 undiagnosed new problem with uncertain prognosis 1 acute illness with systemic symptoms 1 acute complicated injury	Moderate (one from below) Tests, documents, or independent historians (modify in lawel 3) Independent interpretation of tests completed by another healthcare professional Discussion of management or test interpretation with anot healthcare professional	 Moderate Prescription drug management Minor surgery with identified risk factors Elective major surgery with no identified risk factors Diagnosis or treatment significantly limited by social determinants of her
5	☐ 1 or more chronic illness with severe exacerbation, progression, or side effects of treatment [1 acute or chronic illness or injury that poses a threat to life or bodily function	C Extensive (two from below)	 ☐ High Elective major surgery with identified risk factors Emergency major surgery Drug therapy requiring intensive monitoring for toxicity Decision not to resuscitate or to de-escalate care because of poor prognosis Decision regarding hospitalization
No su	ggested level of service		
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- Under the second column Amount and/or Complexity of data select all items that apply using the below steps a-g. To update selections, you may uncheck or re-check items.
 - a) **Minimal or no Data:** the calculator defaults to Minimal or None (see green checkmark in a); IF YOU reviewed Minimal or No Data, you may proceed to the third column Risk in Step 8. Otherwise proceed through steps b g directly below.
 - b) Review of prior external notes from each unique source: select number reviewed, if applicable
 - c) Review of the results from each unique test: select number reviewed, if applicable
 - d) Ordered of each unique test: select number of each unique test reviewed, if applicable
 - e) Assessment requiring an independent historian: select this box if it applies
 - f) **Independent interpretation of tests completed by another healthcare professional**: under the Moderate section, select this box if it applies. You do not need to also check these items under the Extensive section.
 - g) **Discussion of management or test interpretation with another healthcare professional**: under the Moderate section, select this box if it applies. You do not need to also check these items under the Extensive section.

•			Level of Service			x
I Media	cal Decision Making ⊘ Time ≔ Ligt + Additional E/M			Patier	t Type: New Established Service Type: OFFICE/OUTPATIENT	,o
Level 2	Problems Addressed	а	Amount and/or Complexity Minimal or None		Risk	
3	2 or more self-limited or minor problems 1 stable chronic illness 1 acute, uncomplicated illness or injury	b c d	O Limited Any combination of 2: Review of prior external notes from unique source 1 2 3+ Review of the results from each unique test 1 2 3+ Ordered of each unique test 1 2 3+ or Assessment requiring an independent historian that is not patient	the	 OTC drugs OTC surgery with no identified risk factors 	
4	1 or more chronic illness with exacerbation, progression, or side effects of treatment 2 or more stable chronic illnesses 1 undiagnosed new problem with uncertain prognosis 1 acute illness with systemic symptoms 1 acute complicated injury	f	 Moderate (one from below) Tests, documents, or independent historians (modify in level 3) Independent interpretation of tests completed by another healthcare professional Discussion of management or test interpretation with anoth healthcare professional 	her	 Moderate Prescription drug management Minor surgery with identified risk factors Elective major surgery with no identified risk factors Diagnosis or treatment significantly limited by social determinants of health 	
5	 1 or more chronic illness with severe exacerbation, progression, or side effects of treatment 1 acute or chronic illness or injury that poses a threat to life bodily function 	or	 Extensive (two from below) Tests, documents, or independent historians (modify in level 3) Independent interpretation of tests completed by another healthcare professional Discussion of management or test interpretation with anoth healthcare professional 	her	 High Elective major surgery with identified risk factors Emergency major surgery Drug therapy requiring intensive monitoring for toxicity Decision not to resuscitate or to de-escalate care because of poor prognosis Decision regarding hospitalization 	
No su	ggested level of service					
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8. Under the third column Risk select all items that apply. To update selections, you may uncheck or re-check items.

		Level of Service	x
in Medic	cal Decision Making O Time III Ligt + Additional E/M		Patient Type: New Established Service Type: OFFICE/OUTPATIENT
Level 2	Problems Addressed	Amount and/or Complexity Minimal or None	Risk
3	2 or more self-limited or minor problems 1 stable chronic illness 1 acute, uncomplicated illness or injury	Q Limited Any combination of 2: Review of prior external notes from unique source 1 2 1 2 3+ Ordered of each unique test 1 2 3+ Ordered of each unique test 1 2 3+ Ordered of each unique test 1 2 a+ Ordered of each unique test 1 2 a+ or Assessment requiring an independent historian that is not patient	✓ Low • OTC drugs • Minor surgery with no identified risk factors
4	1 or more chronic illness with exacerbation, progression, or side effects of treatment 2 or more stable chronic illnesses 1 undiagnosed new problem with uncertain prognosis 1 acute illness with systemic symptoms 1 acute complicated injury	Moderate (one from below) Tests, documents, or independent historians (mosty in lews 3) Independent interpretation of tests completed by another healthcare professional Discussion of management or test interpretation with anoth healthcare professional	Moderate Prescription drug management Minor surgery with identified risk factors Elective major surgery with no identified risk factors Diagnosis or treatment significantly limited by social determinants of her
5	1 or more chronic illness with severe exacerbation, progression, or side effects of treatment 1 acute or chronic illness or injury that poses a threat to life or bodily function	C Extensive (two from below) - Tests, documents, or independent historians (motify in twe 3) Independent interpretation of tests completed by another healthcare professional Discussion of management or test interpretation with anoth healthcare professional	 High Elective major surgery with identified risk factors Emergency major surgery Drug therapy requiring intensive monitoring for toxicity Decision not to resuscitate or to de-escalate care because of poor prognosis Decision regarding hospitalization
No sug	ggested level of service		
He Restor	е		✓ <u>A</u> ccept <u>×</u> <u>C</u> ancel

9. After making all selections, review the suggested MDM level at the bottom of the screen (#1). If you would like to compare billing by time proceed to the instructions in the Time section in Step 11. Otherwise select Accept (#2) at the bottom of the screen.

Ľ		Level of Service	
-			Patient Type: New Established Service Type: OFFICE/OUTPATIENT
⊡ <u>M</u> edi	ical Decision Making ② <u>T</u> ime		
Level 2	Problems Addressed	Amount and/or Complexity Minimal or None	Risk Minimal
3	O r more self-limited or minor problems I stable chronic illness I acute, uncomplicated illness or injury	O Limited Any combination of 2: Review of prior external notes from unique source 1 2 3+ Review of the results from each unique test 1 2 3+ Ordered of each unique test 1 2 3+ or Assessment requiring an independent historian that	 ✓ I Low OTC drugs Minor surgery with no identified risk factors
		the patient	
4	1 or more chronic illness with exacerbation, progression, or side effects of treatment 2 or more stable chronic illnesses 1 undiagnosed new problem with uncertain prognosis 1 acute illness with systemic symptoms 1 acute complicated injury	 Moderate (one from below) Tests, documents, or independent historians (modify in level 3) Independent interpretation of tests completed by an healthcare professional Discussion of management or test interpretation with another healthcare professional 	Moderate Prescription drug management Minor surgery with identified risk factors telective major surgery with no identified risk factors Diagnosis or treatment significantly limited by social determinants o h
5	 1 or more chronic illness with severe exacerbation, progression, or side effects of treatment 1 acute or chronic illness or injury that poses a threat to life or bodily function 	 ○ Extensive (two from below) Tests, documents, or independent historians (modify in level 3) □ Independent interpretation of tests completed by an healthcare professional ✓ Discussion of management or test interpretation with another healthcare professional 	 ☐ High Elective major surgery with identified risk factors Emergency major surgery Drug therapy requiring intensive monitoring for toxicity Decision not to resuscitate or to de-escalate care because of poor prognosis Decision regarding hospitalization
Medical Code to	I Decision Making Level: 4 Time Level: None selected be added: PR OFFICE OUTPATIENT NEW 45 MINUTES [9920- rre	#1 4 CPT®J	#2 Accept X Cance



10. The level of service accepted in the calculator will now appear in the Level of Service section.

Wrap-Up										?
🔣 Images 👂	Benefits Ingu	iiry , 🕂 Dicta	tions 👻 😽	Open Orders	🞇 Care Team	s 🔟 Links 🗸	Dreview/Print AVS	≣ FC Checklist	More -	
Patient Instructi	ons Follow-u	p Communio	ations Revie	w Visit Diag	noses LOS (Charge Capture				<i>f</i> u -
ම Level c	of Service									~
					1					
NEW1	NEW2	NEW3 RET3	NEW4 RET4	NEW5]				~	
IPREV18	IPREV40	IPREV65+	PPREV18	PPREV40]					
PPREV65+	TCM 14 Day	TCM 7 Day	No Fee		J					
LOS: PR OF	LOS: PR OFFICE OUTPATIENT NEW 45 MINUTES [99204]									
Additional E/	Modifiers:									
Billing area:						Q]			

Using Time Criteria

11. Click on the Time tab. Reminder: ensure that Patient Type and Service Type are correct for the encounter.

-		Level of Service		
± Medical Decision Making	st + Additional E/M		Patient Type: New Established	Service Type: OFFICE/OUTPATIENT
Total Time: Total time (militates)	45 Minutes 30 Minutes 45 Minutes 60 Minutes			
Times you've accessed this chart: Chart accessed for Appointment time				
current session 10:00 AM				
24 minutes				
Approximate time you had this patient's chart open: *This may not reflect the total time you spent for this	24 minutes" encounter.			
Medical Decision Making Level: 4 Time Leve	I: None selected			✓ <u>A</u> ccept × <u>C</u> ancel



12. Review the "Times you've accessed this chart*". This area will display the time you accessed the patient's chart on the date of service. The time you accessed the chart may be an underrepresentation or overrepresentation of the F2F and Non F2F time you spent on the date of the service. Therefore only use the Time estimate as a guide.

*Note that this time may not reflect the total face-to-face and non-face-to-face time you spent on the date of service.

0	Level of Service							
	Patient Type: New Established Service Type: OFFICE/OUTPATIENT							
In Medical Decision Making O Ime III List + Additional E/M								
Total Time: Total time (minutes) 15 Minutes 30 Minutes 45 Minutes 60 Minute	IS							
Times you've accessed this chart:								
Chart accessed for Appointment time								
10:56 AM - 10:00 AM								
24 minutes								
Approximate time you had this patient's chart open: 24 minutes* *This may not reflect the total time you spent for this encounter.								

13. After determining the total face-to-face and non-face-to-face time spent on the date of the service, either a) enter the time manually (see A below) or b) select the radio button that represents the time if it falls in one of the increments (see B below).

			Level of S	ervice		X
					Patient Type: New Established Service Type: OFFICE	E/OUTPATIENT
<u>I</u> <u>M</u> edical Dec	ision Making O Time	List + Additional <u>E</u> /M				
Total Time:	35	15 Minutes 30 Minutes 45 M	linutes 60 Minutes	B Radio Butto	ons	
Times you've acce	ssed this chart:	Α				
Chart accessed fo current session	or Appointment time					
10:56 AM -	10:00 AM					
24 minutes						
Approximate time *This may not reffe	you had this patient's chart op ct the total time you spent for	pen: 24 minutes* this encounter.				
Medical Decision Making Level: None selected I lime Level: 3 Code to be added: PR OFFICE OUTPATIENT NEW 30 MINUTES [99203 CPT®]						
He Restore			_			✓ <u>A</u> ccept X <u>C</u> ancel



14. After time is entered or selected via a radio button, hit Accept at the bottom of the screen.

Level of Service												
								Patient Ty	pe: New Established	Service Type: OFFIC	E/OUTPATIENT	Q
t Medical Decision Making O Time III F Additional E/M												
Total Time:	35			15 Minutes	30 Minutes	45 Minutes	60 Minutes					
Times vou've access	ed this chart											
Chart accessed for current session	Appoin	tment time										
10:56 AM -	10:00 /	AM										
24 minutes												
Approximate time yo	u had this pa the total time	itient's chart	t open: for this	24 minutes* encounter.	3							
Code to be added	: PR OFFIC	CE OUTPAT	TIENT N	NEW 30 MINU	JTES [99203	CPT®]						
I≪I <u>R</u> estore											✓ Accept	X Cancel

Comparing MDM vs. Time levels

15. When you fill out both MDM and Time criteria tabs, the calculator will display both suggested levels for you to compare. The "Code to be added" will display the higher level of the two.

*If you do not agree with one or the other level, go to the applicable Tab and clear the data in that tab. You may then accept the remaining level.

Level of Service							
<u>II M</u> edi	cal Decision Making O _ime ∷≣ Ligt + Additional E/M		Patient Type: New Established Service Type: OFFICE/OUTPATIENT O				
Level	Problems Addressed	Amount and/or Complexity	Risk				
2	1 Self-limited or minor problem	Minimal or None	Minimal				
3	2 or more self-limited or minor problems 1 stable chronic illness 1 acute, uncomplicated illness or injury	O Limited Any combination of 2: Review of prior external notes from unique source 1 2 3+ Review of the results from each unique test 1 2 3+ Ordered of each unique test 1 2 3+ or Assessment requiring an independent historian that is no patient	✓ Low • OTC drugs • Minor surgery with no identified risk factors				
4	1 or more chronic illness with exacerbation, progression, or side effects of treatment 2 or more stable chronic illnesses 1 undiagnosed new problem with uncertain prognosis 1 acute illness with systemic symptoms 1 acute complicated injury	Moderate (one from below) - Tests, documents, or independent historians (mody in level 3) Independent interpretation of tests completed by another healthcare professional Discussion of management or test interpretation with and healthcare professional					
5	1 or more chronic illness with severe exacerbation, progression, or side effects of treatment 1 acute or chronic illness or injury that poses a threat to life or bodily function Comparison	 ○ Extensive (two from below) Tests, documents, or independent historians (motify inseral)) Independent interpretation of tests completed by another healthcare professional ☑ Discussion of management or test interpretation with any healthcare professional 	 ☐ High Elective major surgery with identified risk factors Emergency major surgery Orug therapy requiring intensive monitoring for toxicity Decision not to resuscitate or to de-escalate care because of poor prognosis Decision regarding hospitalization 				
Medical Decision Making Level: 4 Time Level: 3 Code to be added: PR-OFFICE OUTPATIENT NEW 45 MINUTES [99204 CPT@] IN Restore X Cancel							