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DEPARTMENT: Business Office	POLICY DESCRIPTION: Bill Processing Policy
PAGE: 1 of 1	REVISED: 10/13/2022
REVIEWED: 10/13/2022	RETIRED:
EFFECTIVE DATE: 10/13/2022	REFERENCE NUMBER:

Purpose:

Policy: Policy 23

It is the policy of Davis Health System to bill accounts from diagnosis and level of care, as recorded by the medical services providers.

Related Policies: N/A

Definitions: N/A

Procedure:

The patient's diagnosis and level of care for the services rendered are documented by the provider or department that rendered the service.

1. The services are recorded in the system by charge and diagnosis coders using the diagnosis level of care as previously mentioned. This information is applied to the patients claim form.
2. As a courtesy the bill will be submitted to the appropriate insurance or party for payment.
3. Davis Health System will bill for any services or supplies that are provided.
4. Charges will be verified by the data entry staff using the original orders documented by the medical provider, nurse, or supplier of service.