

Epic Version November 2022

## RESEARCH REVIEW WORKAROUND FOR MISSING ACCOUNTS THAT NEED REVIEW

**Description:** An Epic issue has been discovered that causes certain hospital accounts to not appear in your research billing review report even though there are charges on that account that need research review.

**Audience:** Any user responsible for performing Research Billing Charge Review activities.



### Find Patients with Charges Needing Research Billing Review

1. Log into Epic with your credentials and ensure you use the Epic View Only Department.
2. Access the Research Billing Review Activity by selecting one of the following:
  - Opening the UF Research Coordinator Home Dashboard, find the Total Balance Needing Research Review (Coordinator) component and click the button to run report. Once the results are returned click the View Report Button (the magnifying glass icon).



- Accessing the 'UF Research Patients Needing Research Billing Review - Fiscal Review Coordinator' report and clicking [Run].



3. Once the report results return, double click on the patient you are ready to review

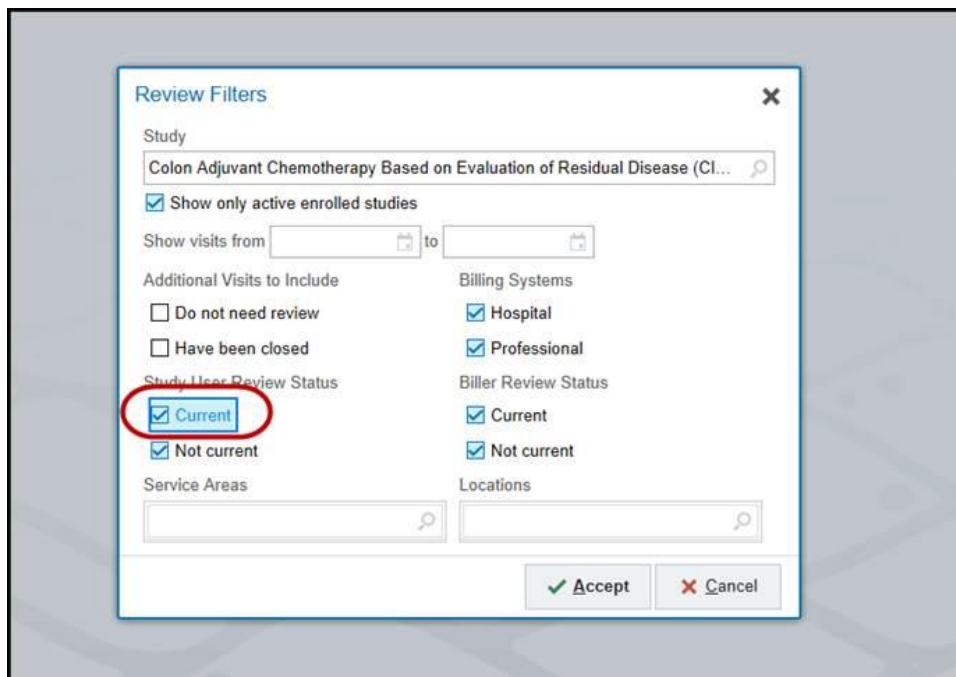
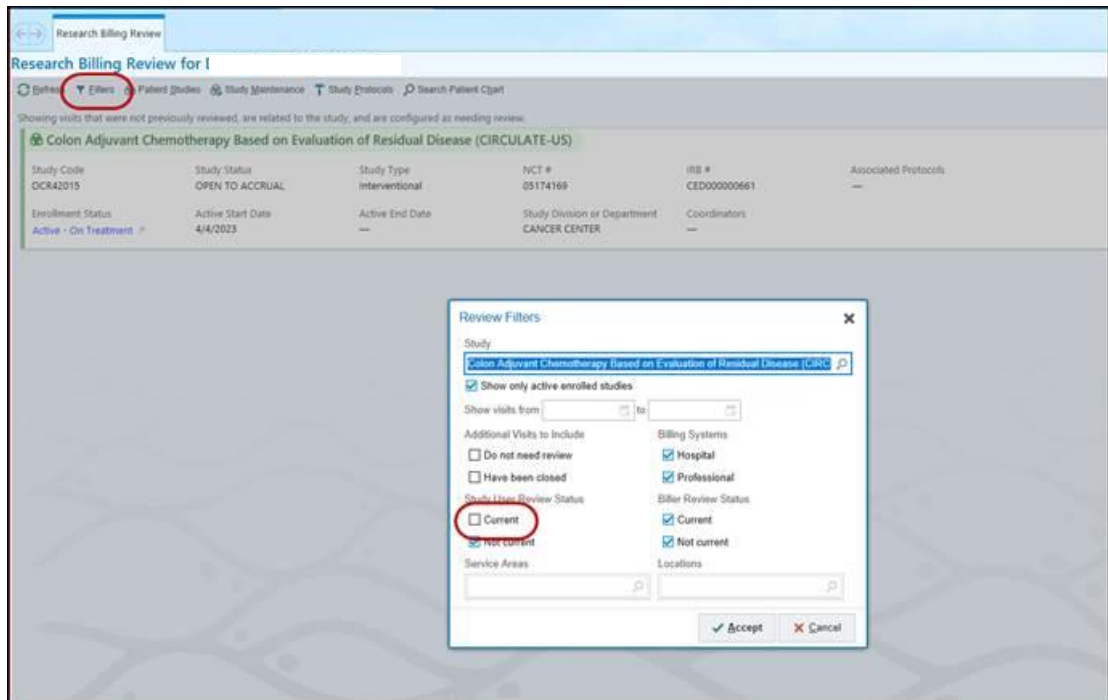
Contact: <https://epictrain.health.ufl.edu/contacts/epic-training-and-support-teams/>

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Creation/Revision: 08/02/23 (Research)

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- Once the Research Billing Review Activity opens, select the [Filter] at the top of your screen and change the filter to **Study User Review Status = Current**



- After opening the patient, look at the hospital accounts (pink/purple bannered ones). Only hospital accounts are affected by this issue.

Office Visit at UF INFUSION CENTER at CANCER CENTER with Anna Melissa Murillo, MD  
 05/10/23 - Study-Related Hospital Account 2006852229 | Infusion S MEDICARE - MEDICARE PART A AND B Study User Reviewed  
 Last reviewed: 6/13/23 0732 by Shannel P Woods

CT ABDOMEN PELVIS Visit at UF Health Orthopaedics and Sports Medicine Institute -- CT with Anna Melissa Murillo, MD  
 05/22/23 Study-Related Hospital Account 2006910791 | Outpatient | BILLED [Outsrc] MEDICARE - MEDICARE PART A AND B Biller Reviewed Study User Reviewed  
 Last reviewed: 5/25/23 0722 by Shannel P Woods

- Open all of the hospital accounts (pink/purple bannered ones) and group by review status. Click the check mark next to the charges labeled “not reviewed” or “Needs re-review”. The charges that are re-qualifying for review will appear in the “not reviewed” bucket and will show a blue “snowflake” looking icon. Bucket as appropriate and then click the ‘Mark as Reviewed’ button.

Office Visit at UF INFUSION CENTER at CANCER CENTER  
 07/11/23 Study-Related Hospital Account 2007018971 | Infusion Series | OPEN BCBS FLORIDA - BCBS EXCHANGE HEALTH OPTIONS BLUECARE

Charges Encounters Review History  
 Research Correct Group by: Revenue Code CPT#/HCPCS Code Svc Date Encounter Review Status Protocol Day None Other

Study-Related - Bill to Insurance/Patient  
 Select All Deselect All Study User Review Status Description Qty Total Amount

Not reviewed 346 2,461.70

Itemized Charges  
 Research Correct All Select All Deselect All

| Study                    | Bill# | Svc Date   | Post Date  | Description                                     | Qty | Amount   |
|--------------------------|-------|------------|------------|-------------------------------------------------|-----|----------|
| <input type="checkbox"/> | *     | 07/25/2023 | 07/25/2023 | 65000000 DEXAMETHASONE 20 MG/5 ML SOLN          | 12  | 7.72     |
| <input type="checkbox"/> | *     | 07/25/2023 | 07/25/2023 | 65000000 PALONOSETRON 0.25 MG/SML SOLN          | 10  | 1,286.69 |
| <input type="checkbox"/> | *     | 07/25/2023 | 07/25/2023 | 65000000 LEUCOVORIN 350 MG SOLR 1 EACH VIAL     | 14  | 594.36   |
| <input type="checkbox"/> | *     | 07/25/2023 | 07/25/2023 | 65000000 OXALIPLATIN 50 MG/10ML SOLN 20 ML VIAL | 300 | 331.50   |
| <input type="checkbox"/> | *     | 07/25/2023 | 07/25/2023 | 65000000 FLUOROURACIL 50 MG/ML SOLN 20 ML VIAL  | 1   | 18.47    |
| <input type="checkbox"/> | *     | 07/25/2023 | 07/25/2023 | 65000000 FLUOROURACIL 50 MG/ML SOLN 100 ML VIAL | 9   | 222.96   |

Non-Study Charges  
 Select All Deselect All Study User Review Status Description Qty Total Amount

Not reviewed 9 4,276.00  
 Reviewed 363 6,574.30