DEPARTMENT OF HUMAN SERVICES
DIVISION OF MENTAL HEALTH AND ADDICTION SERVICES

Welcome to NJMHAPP 1.0

NJ Mental Health Application for Payment Processing

Provider Information Session November 16, 2016

Release Date – January 2017

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NJMHAPP 1.0 Topics

- **NJMHAPP OVERVIEW**
- **NHMHAPP FLOWCHART**
- **NJMHAPP FEATURES/MODULES**
- **USER ROLES**
- **Q&A**

NJMHAPP 1.0 Overview

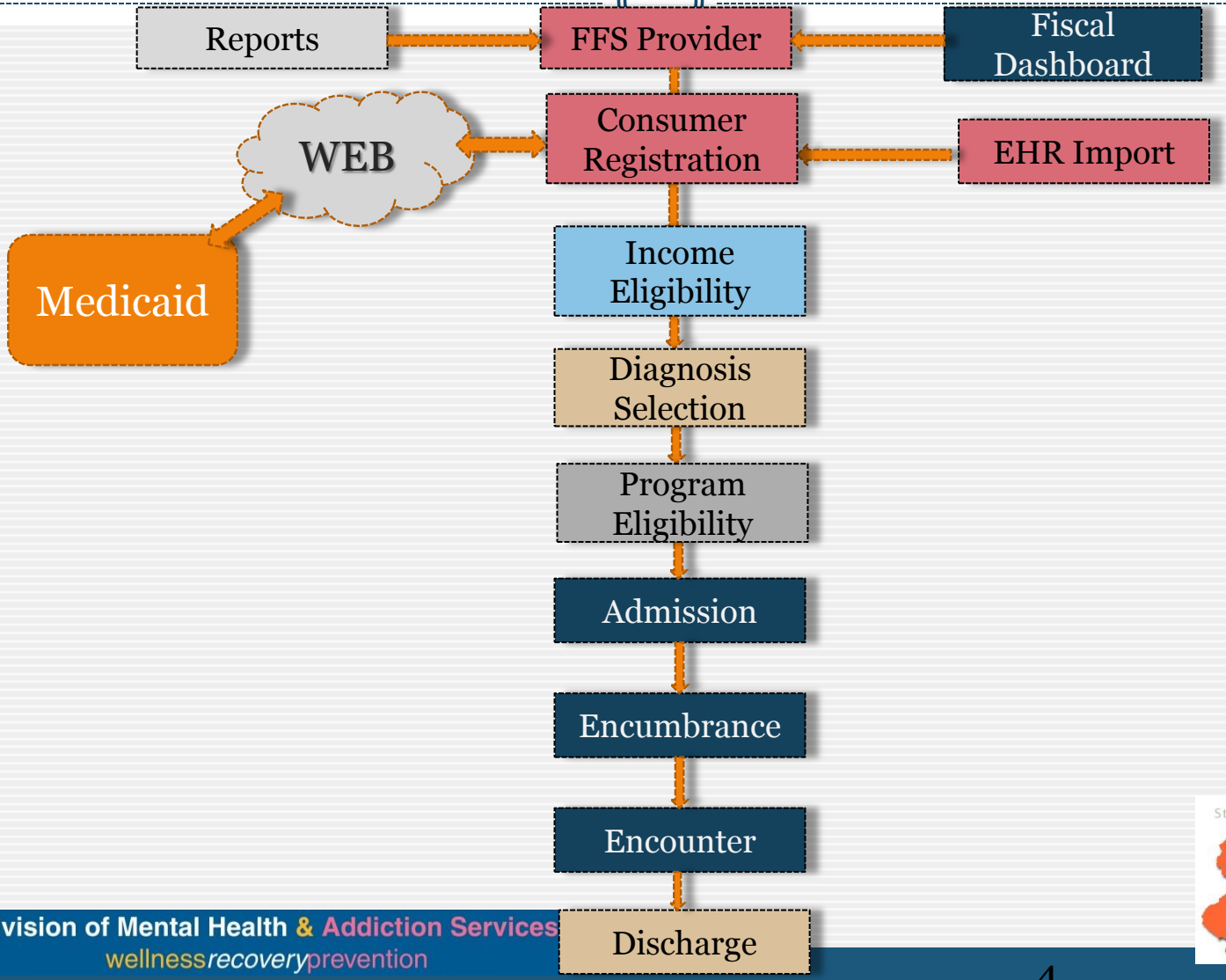
NJ Mental Health Application for Payment Processing (NJMHAPP) is a web based modular system, which provides ability for Providers that are transitioning to Fee For Service, to submit eligible encounters/claims for all fee for service programs/services to DMHAS.

NJMHAPP provides ability to import existing Consumer demographic information from Provider EHR systems into NJMHAPP.

NJMHAPP provides ability to generate an extensive array of parameter driven reports.

Overview of Provider Agency functionality only.

NJMHAPP Flow Chart



NJMHAPP 1.0 Features/Modules

- **NJMHAPP Modules**
  - Home/Login Page
  - Consumer Search
  - Consumer Registration (with Real-time Medicaid eligibility check)
  - Income Eligibility
  - Diagnosis Selection
  - Program Eligibility
  - Admission
  - Encumbrance
  - Encounter/Billing
  - Discharge
  - Payment Via Molina – Bi-Weekly
  - Ticket Management
  - EHR Data Import Via HL-7 Format
  - Reports
  - User Management – Only for provider administrators
  - Notes
  - Ticket Management

NJMHAPP 1.0 Features/Modules

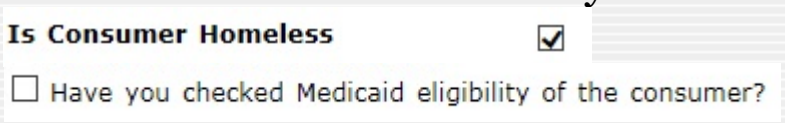
Terminology glossary and general system process details

- System is comprised of Modules providing specific functionalities and pop-up windows for legal consents, data entry, and function validations.
- Menu bar avails access to functions and modules via direct link as well as sub-menu links.
- All required fields are noted with a red * next to the field label.
- Entered data validations are performed upon use of Save button.
- Sequential Consumer process is controlled by data rules validation resulting in enablement/disablement of Next button.
- System utilized the following elements:
  - Save button - Save validates entered information and saves the data. Must be utilized prior to use of Next button.
  - Clear button - Clear clears entered (not saved) data from the screen.
  - Next button - Next enables static process advancement to the next step. The availability of this button is controlled by Consumer status and Program/Service requirements and availability.
  - Accept button - Accept availed on Consent pop-ups
  - Decline button - Decline availed on Consent pop-ups

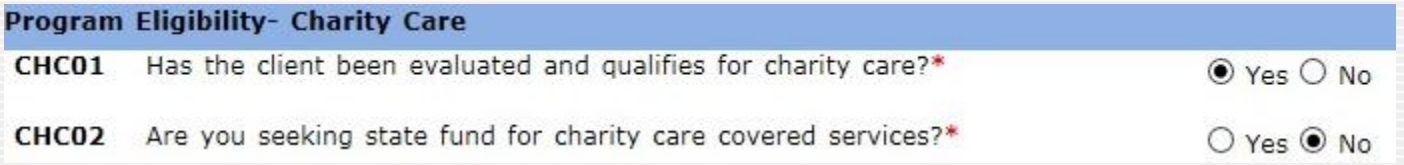
NJMHAPP 1.0 Features/Modules

Terminology glossary and general system process details Continued

- Checkboxes - are utilized to provide single option answers and validations of data accuracy:



- Radio Buttons are utilized to provide YES/No answers:



- Dropdown Selection fields are utilized to select preset values such as etc.

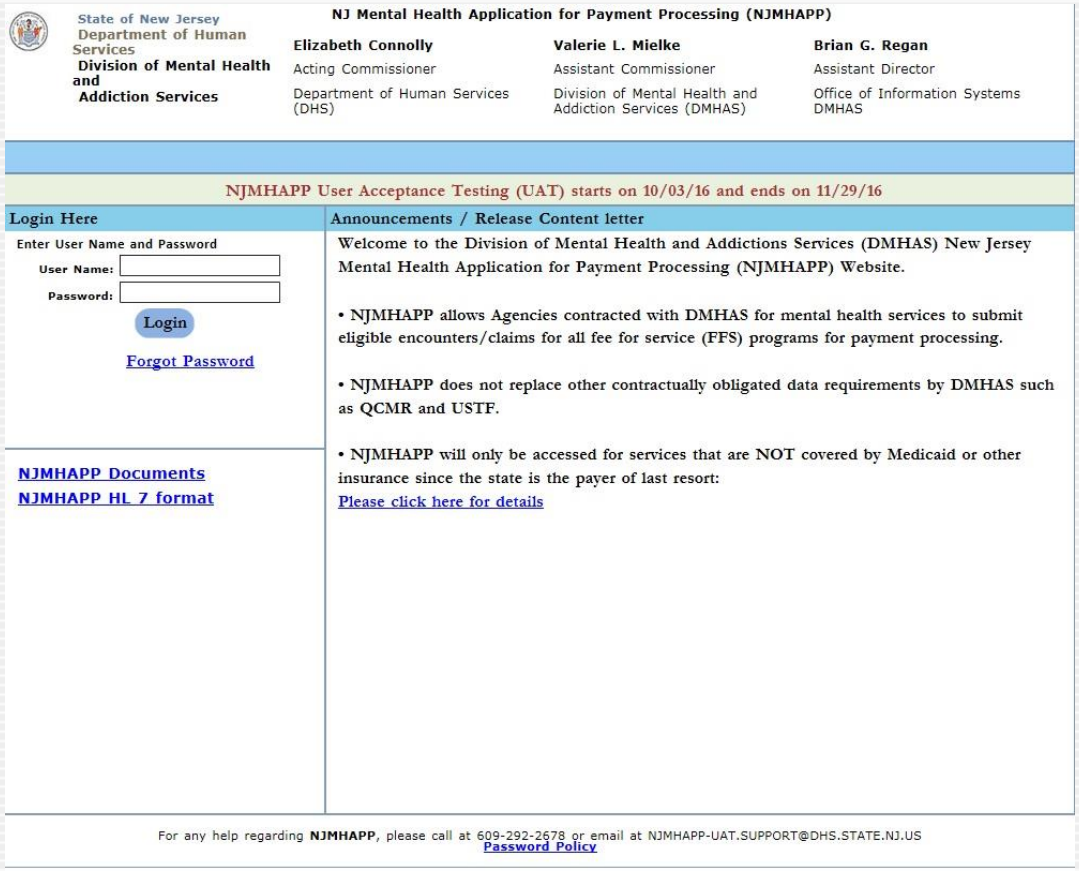
- System Timeout of after 20 minutes of inactivity has been implemented. Thus if the user is logged into the NJMHAPP and remains inactive for 20 minutes, the System will log said user off and require re-login.

NJMHAPP 1.0 Features/Modules

- Provider User Login
  - Enables secure login for Provider Users and Administrators.
  - Displays real time Announcements.
  - Displays static Announcements and Release Notes
  - Provides access to NJMHAPP Documents
  - Provides integrated Forgot Password functionality

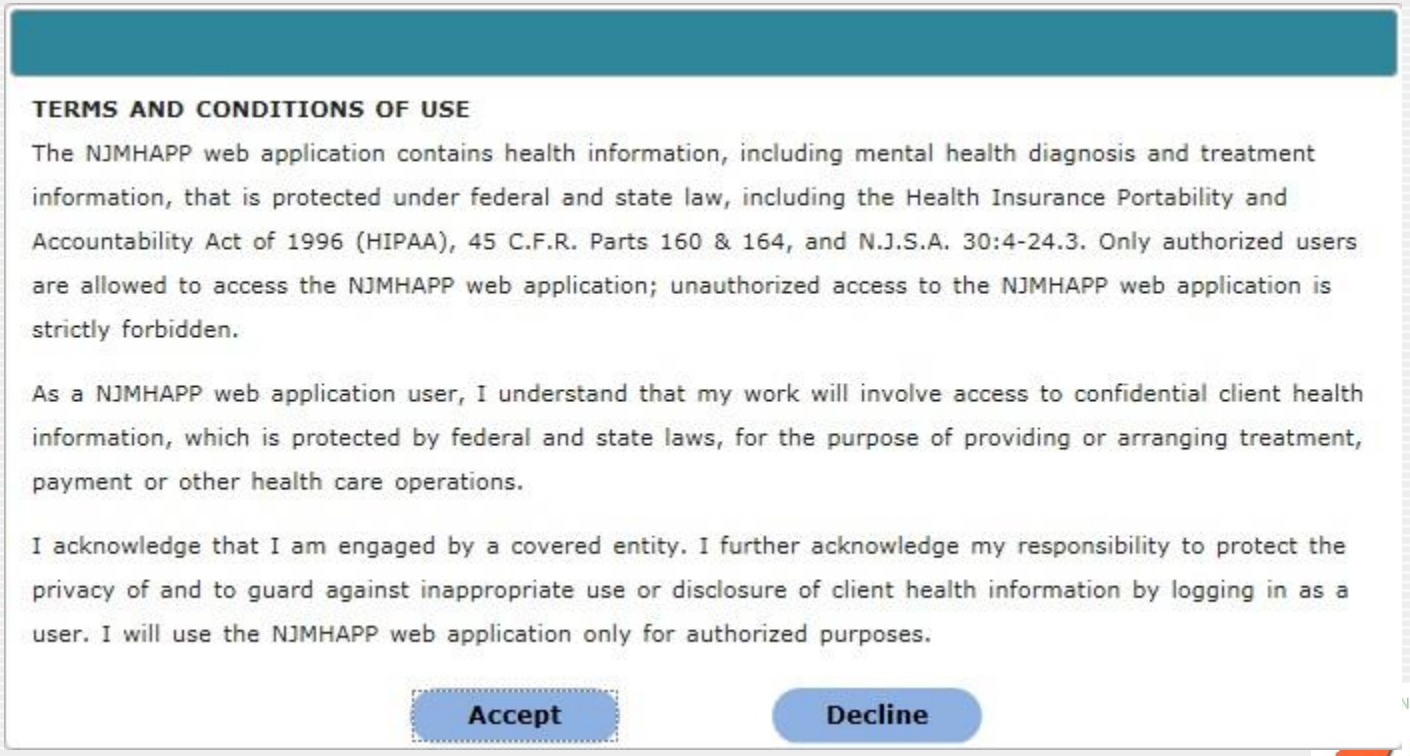
NJMHAPP 1.0 Features/Modules

- Provider User Login Continued



NJMHAPP 1.0 Features/Modules

- Provider User Login function
  - Displays and requires Terms and Conditions of use consent.



NJMHAPP 1.0 Features/Modules

- Provider landing page/Consumer search
  - Displays Discharged and currently Registered Consumers (in Pre-Admitted status) list by default.
  - Provides ability to search for both Registered and Admitted Consumers by numerous criteria.
  - Enables selection of Consumer information for further processing.
  - Provides a link to HL7 Consumer data import.

NJMHAPP 1.0 Features/Modules

- Provider User Login function Continued

State of New Jersey
Department of Human Services

NJ Mental Health Application for Payment Processing (NJMHAPP)

Welcome - Janga Kiran | Jewish Family Service of Atlantic County | LogOff

Environment : Staging

Home | Consumer | Billing | Admin | Fiscal dashboard | HL7 Import | Reports | Ticket

Provider: Jewish Family Service | Site: -- Select Site -- | County: -- Select County --

Last Name: | First Name: | Status: Pending

Search | Reset

Search Result

Last Name	First Name	DOB	Status	
IOANNOU	Test	02-16-1949	Medicaid Eligible - Seeking Servies	Select
Jackson	Michael	06-07-1980	Consumer Qualify for Charity Care	Select
Jackson	Michael	04-05-1988	Consumer Registered	Select
JATest1	FName	01-01-2017	Consumer Registered	Select
Joker	Jim	01-08-2011	Receiving DCF Services	Select
JONES	WILLIAM	06-15-2005	Program Eligibility	Select
Jordan	Roy	04-01-1985	Medicaid consumer do not qualify for the services provided by provider	Select
Khunteta	Akshay	06-07-1985	Program Eligibility	Select
leh	raina	09-08-1988	Consumer Registered	Select
lib	Aisha	02-03-1987	Program Eligibility	Select
LoadTest	LoadTest	10-10-1990	Program Eligibility	Select
mmmmm	mmmm	01-01-1997	Not Eligible for any programs	Select
p22--	dhruv 224	06-15-1961	Consumer Registered	Select
Patel	Ram	06-15-1972	Consumer Qualify for Charity Care	Select
Patel	Dhruv	06-15-1961	Consumer Registered	Select
Patel	Dhruv	06-15-2010	Medicaid consumer do not qualify for the services provided by provider	Select
Patel	Ram	06-15-1972	Consumer Registered	Select
Patel	Dhruv	06-15-1961	Consumer Registered	Select
Patel	Roma	06-15-1972	Diagnosis	Select
Patel	Dhruv	06-15-1961	Consumer Registered	Select

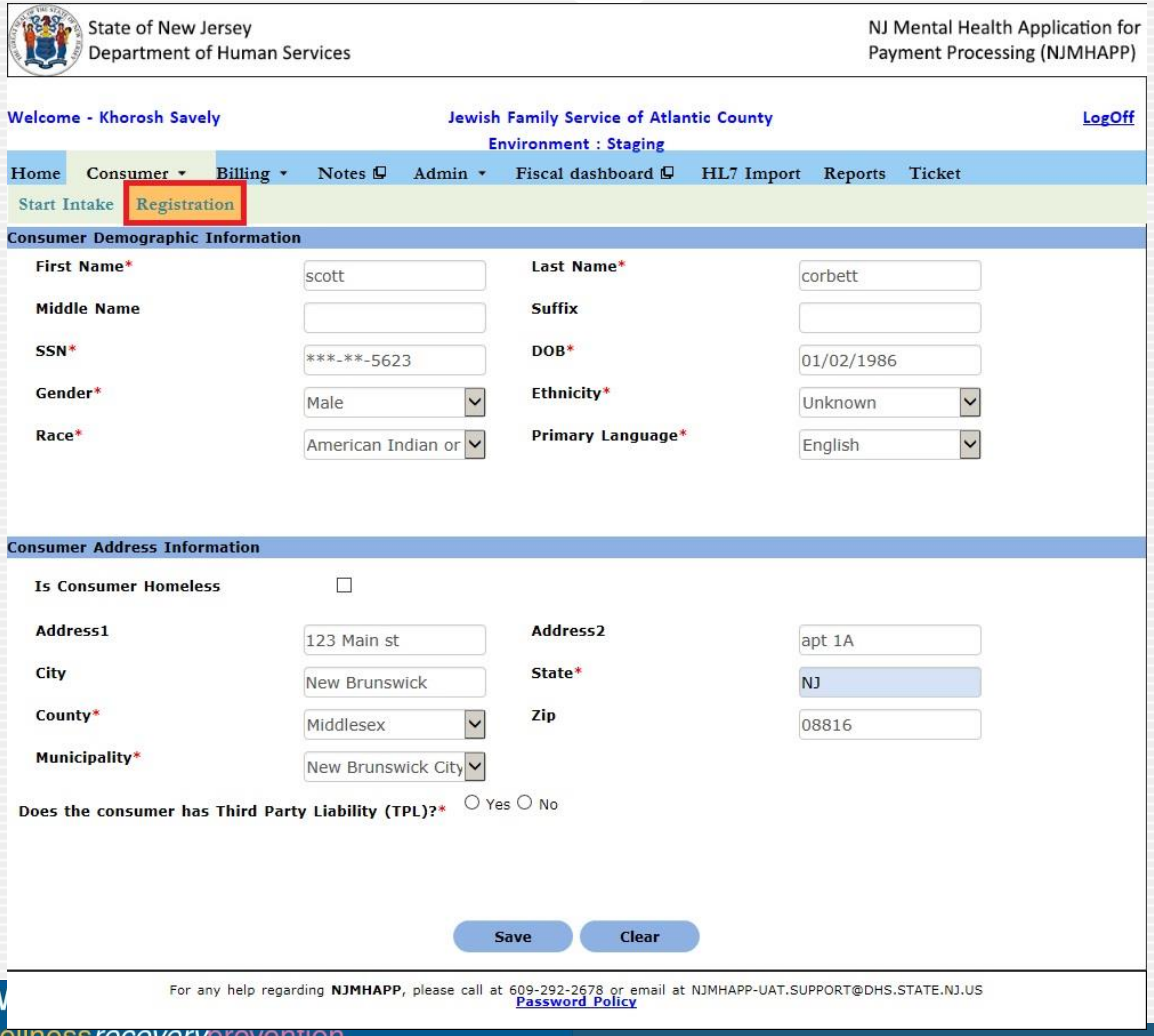
< Prev 1 2 3 4 Next > Last >>

For any help regarding NJMHAPP, please call at 609-292-2678 or email at NJMHAPP-UAT.SUPPORT@DHS.STATE.NJ.US
Password Policy

NJMHAPP 1.0 Features/Modules

- Consumer Registration
  - Provides ability to register Consumer in the system for State Fee for Service funds only.
  - Enables a search for existing consumer.
  - Real time Medicaid eligibility verification via web service.
  - In the cases of Duplicate or unknown SSN, 999-99-9999 may be utilized.

NJMHAPP 1.0 Features/Modules



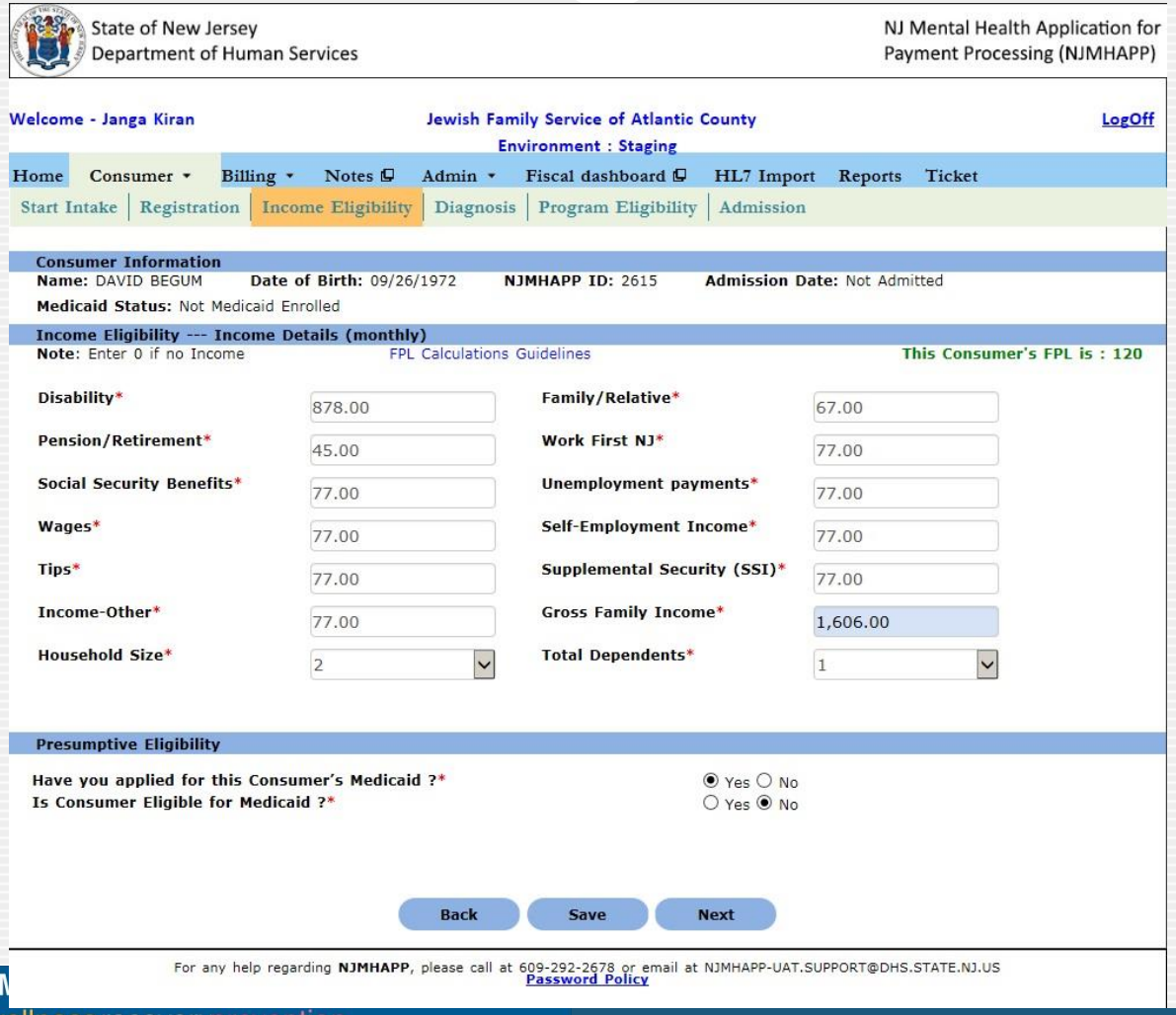
NJMHAPP 1.0 Features/Modules

- Consumer Registration Continued
  - Requires SUD (Substance Use Disclosure) Consumer consent.

NJMHAPP 1.0 Features/Modules

- Income Eligibility
  - Captures various streams of Consumer income.
  - Automatically calculates Consumer's FPL (Federal Poverty Level).
  - Denotes Presumptive Eligibility

NJMHAPP 1.0 Features/Modules

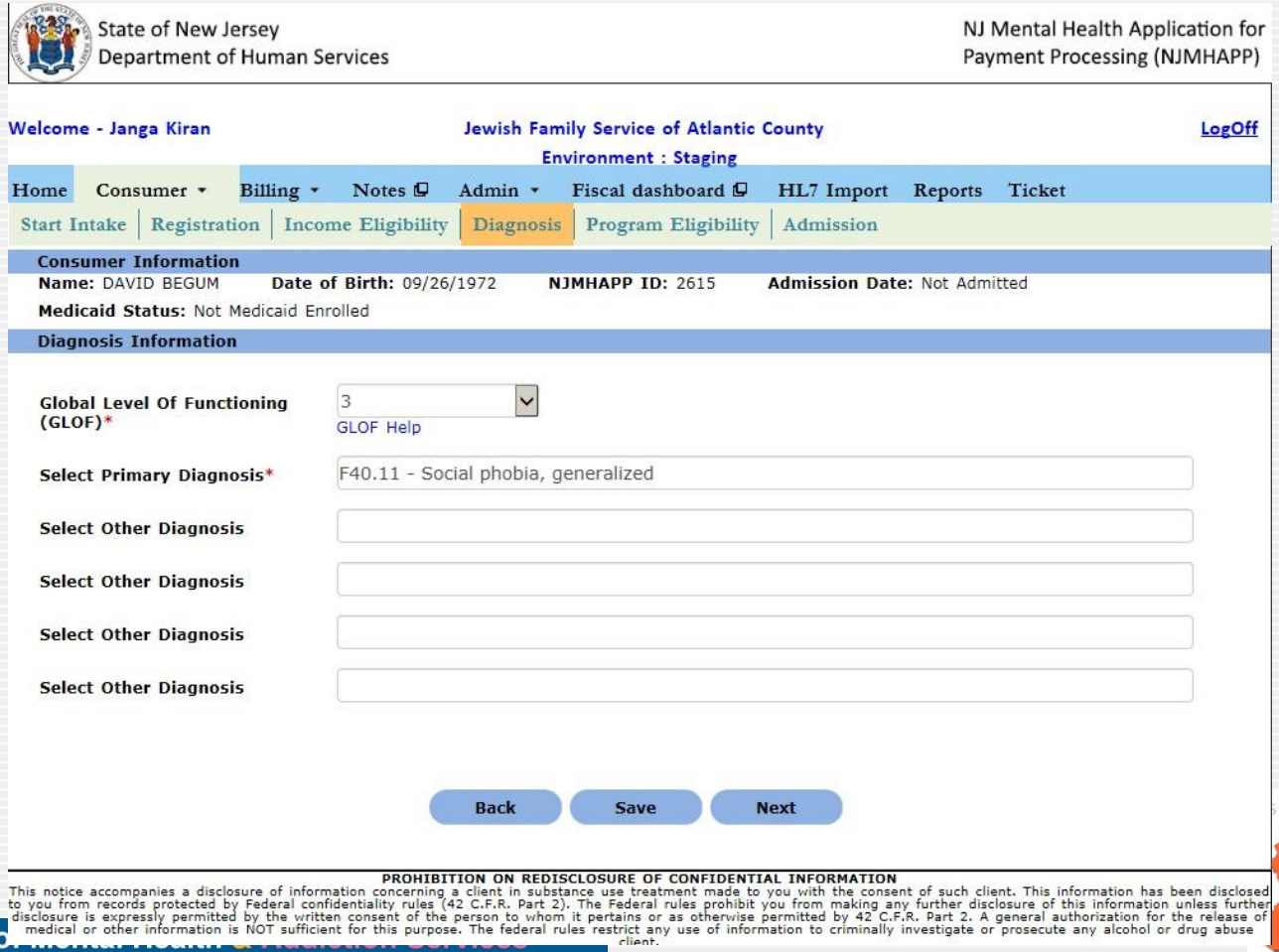


NJMHAPP 1.0 Features/Modules

- Diagnosis Selection
  - Captures MI/SMI diagnosis (ICD10) and GLOF (Global Level of Functioning)
  - Captures SUD (Substance Use Diagnosis) if consumer had accepted legal consent during the registration phase.

NJMHAPP 1.0 Features/Modules

- Diagnosis Selection Continued

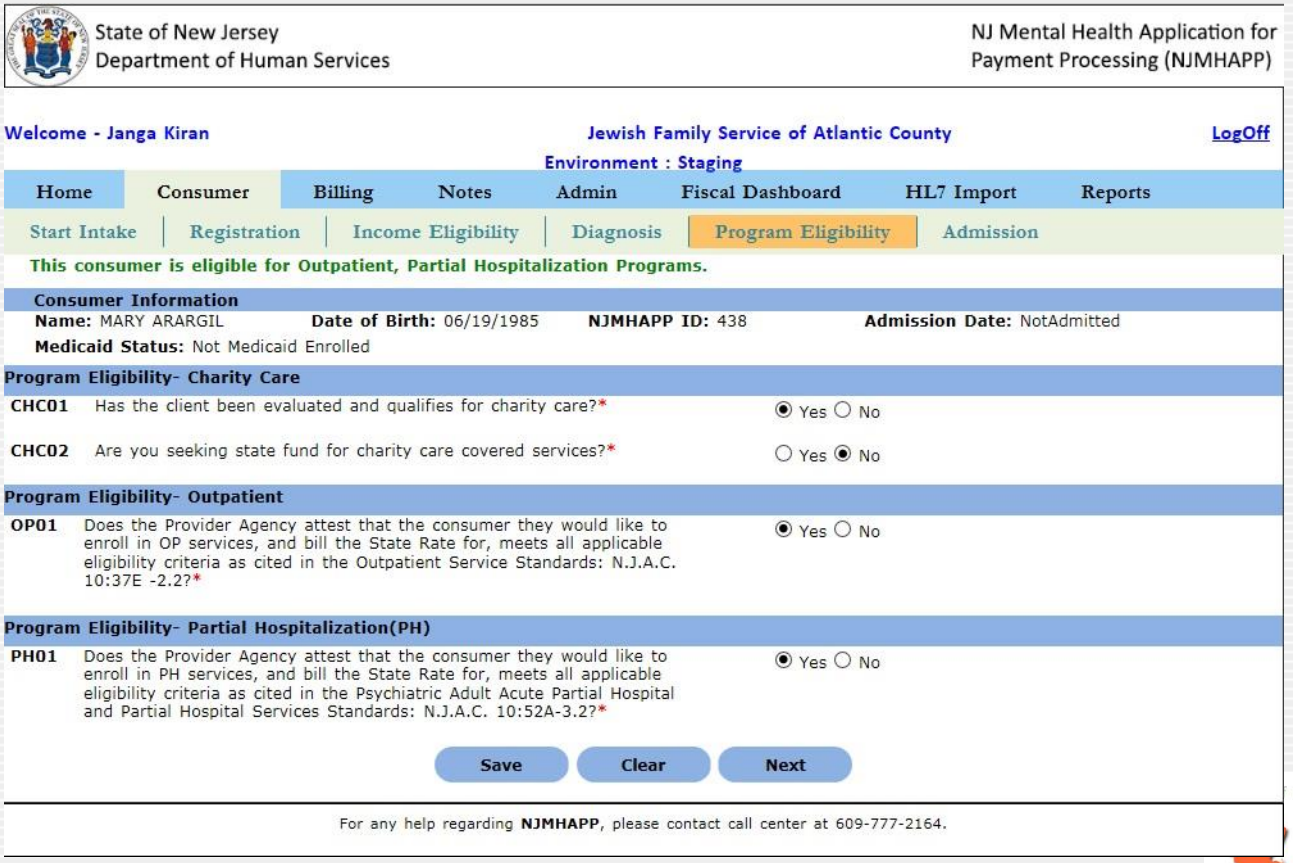


NJMHAPP 1.0 Features/Modules

- Program Eligibility
  - Displays the program Eligibility questions for the programs the Agency is providing
  - Captures Consumer eligibility for the programs

NJMHAPP 1.0 Features/Modules

- **Program Eligibility** Continued



State of New Jersey
Department of Human Services

NJ Mental Health Application for Payment Processing (NJMHAPP)

Welcome - Janga Kiran | Jewish Family Service of Atlantic County | LogOff

Environment : Staging

Home | Consumer | Billing | Notes | Admin | Fiscal Dashboard | HL7 Import | Reports

Start Intake | Registration | Income Eligibility | Diagnosis | Program Eligibility | Admission

This consumer is eligible for Outpatient, Partial Hospitalization Programs.

Consumer Information

Name: MARY ARARGIL **Date of Birth:** 06/19/1985 **NJMHAPP ID:** 438 **Admission Date:** NotAdmitted

Medicaid Status: Not Medicaid Enrolled

Program Eligibility- Charity Care

CHC01	Has the client been evaluated and qualifies for charity care?*	(•) Yes ( ) No
CHC02	Are you seeking state fund for charity care covered services?*	( ) Yes (•) No

Program Eligibility- Outpatient

OP01	Does the Provider Agency attest that the consumer they would like to enroll in OP services, and bill the State Rate for, meets all applicable eligibility criteria as cited in the Outpatient Service Standards: N.J.A.C. 10:37E -2.2?*	(•) Yes ( ) No

Program Eligibility- Partial Hospitalization(PH)

PH01	Does the Provider Agency attest that the consumer they would like to enroll in PH services, and bill the State Rate for, meets all applicable eligibility criteria as cited in the Psychiatric Adult Acute Partial Hospital and Partial Hospital Services Standards: N.J.A.C. 10:52A-3.2?*	(•) Yes ( ) No

Save | Clear | Next

For any help regarding **NJMHAPP**, please contact call center at 609-777-2164.

NJMHAPP 1.0 Features/Modules

- Admission/Program Assignment
  - Provides ability to select programs for the Consumer based on Program Eligibility.
  - Displays assigned programs and enables edit of Service End Date.
  - Provides ability to Admit Consumers.

NJMHAPP 1.0 Features/Modules

- Admission/Program Assignment

State of New Jersey
Department of Human Services

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Start Intake | Registration | Income Eligibility | Diagnosis | Program Eligibility | Admission

Provider Fiscal Dashboard for September

Monthly Limit Amount: $100,000.00	**Remaining Amount:** $4,778.60
Remaining Encumbered Dollars: $95,015.77	**Encounter/Billed Dollars:** $205.63

Consumer Information

Name: Kiran g **Date of Birth:** 01/01/1998 **NJMHAPP ID:** 2 **Admission Date:** 06/05/2016

Medicaid Status: Unknown

Services for the Admission

Add Service

Site Name	Program	Service	Procedure Code	Service Start Date	Service End Date	Unit Per month		Delete
Edison_1	Outpatient	Group Therapy - 90 min	90853HW	07/26/2016	07/28/2016	8	Edit	Delete
Jersey_1	Integrated Case Management Services (ICMS)	Targeted CM	Z5006HW	06/05/2016	11/30/2016	23	Edit	Delete
Jersey_1	Partial Care	Partial Care - 60 Min	Z0170	07/01/2016	07/28/2016	5	Edit	Delete
Edison_1	Residential	D Family Care - Daily	H0019U5	07/22/2016	07/28/2016	31	Edit	Delete
Jersey_1	Residential	B Apt. Services - 15 Min	H0019U352	06/07/2016	07/27/2016	2	Edit	Delete
Edison_1	Outpatient	Individual Therapy/30 Min	90732HW	06/14/2016	07/28/2016	2	Edit	Delete
Jersey_1	Integrated Case Management Services (ICMS)	ICMS In-Reach	ICMSInReach	08/03/2016	11/30/2016	10	Edit	Delete
Edison_1	Residential	Room and Board	H0019HW	08/30/2016	06/30/2017	31	Edit	Delete

Next

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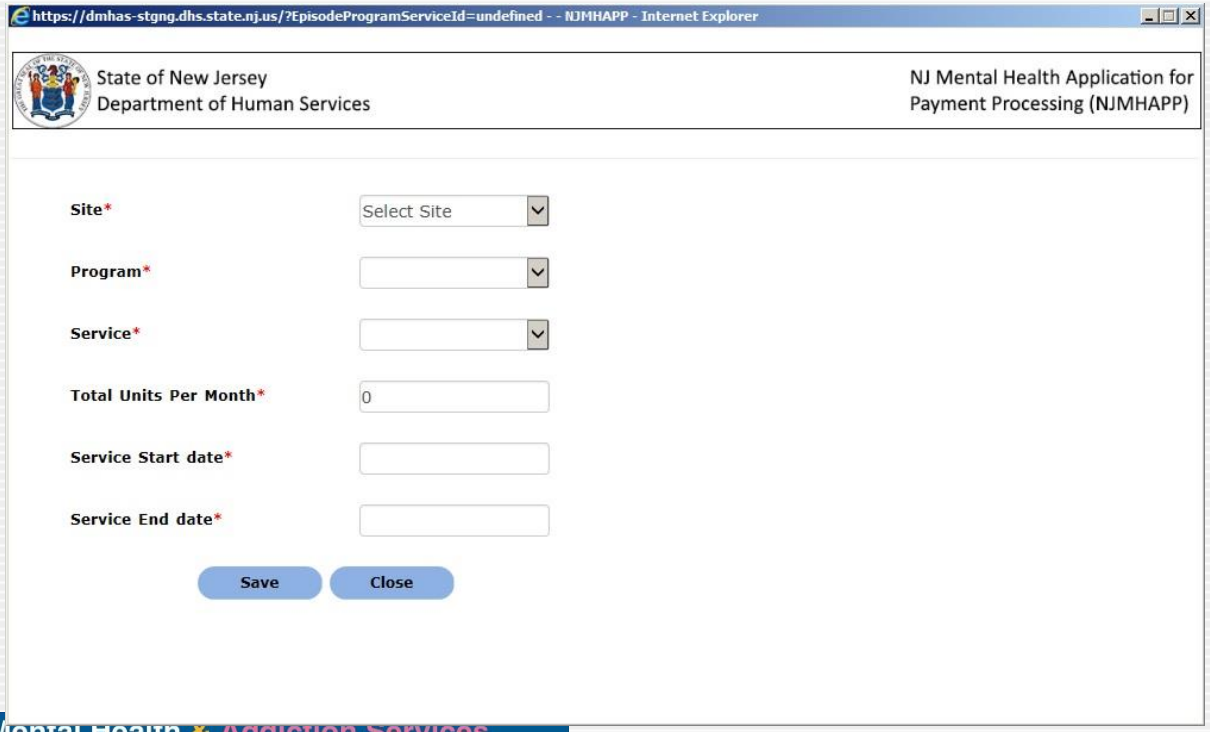
NJMHAPP 1.0 Features/Modules

- Admission/Program Assignment Continued
  - Enables Provider User to assign Programs/Services to Consumer based on Consumer's Program Eligibility and Agency Program/Service availability by Provided Site(s).
  - Data Validations have been established to prevent duplication of Programs/Services and invalid Service overlaps.

NJMHAPP 1.0 Features/Modules

- Admission/Program Assignment Continued

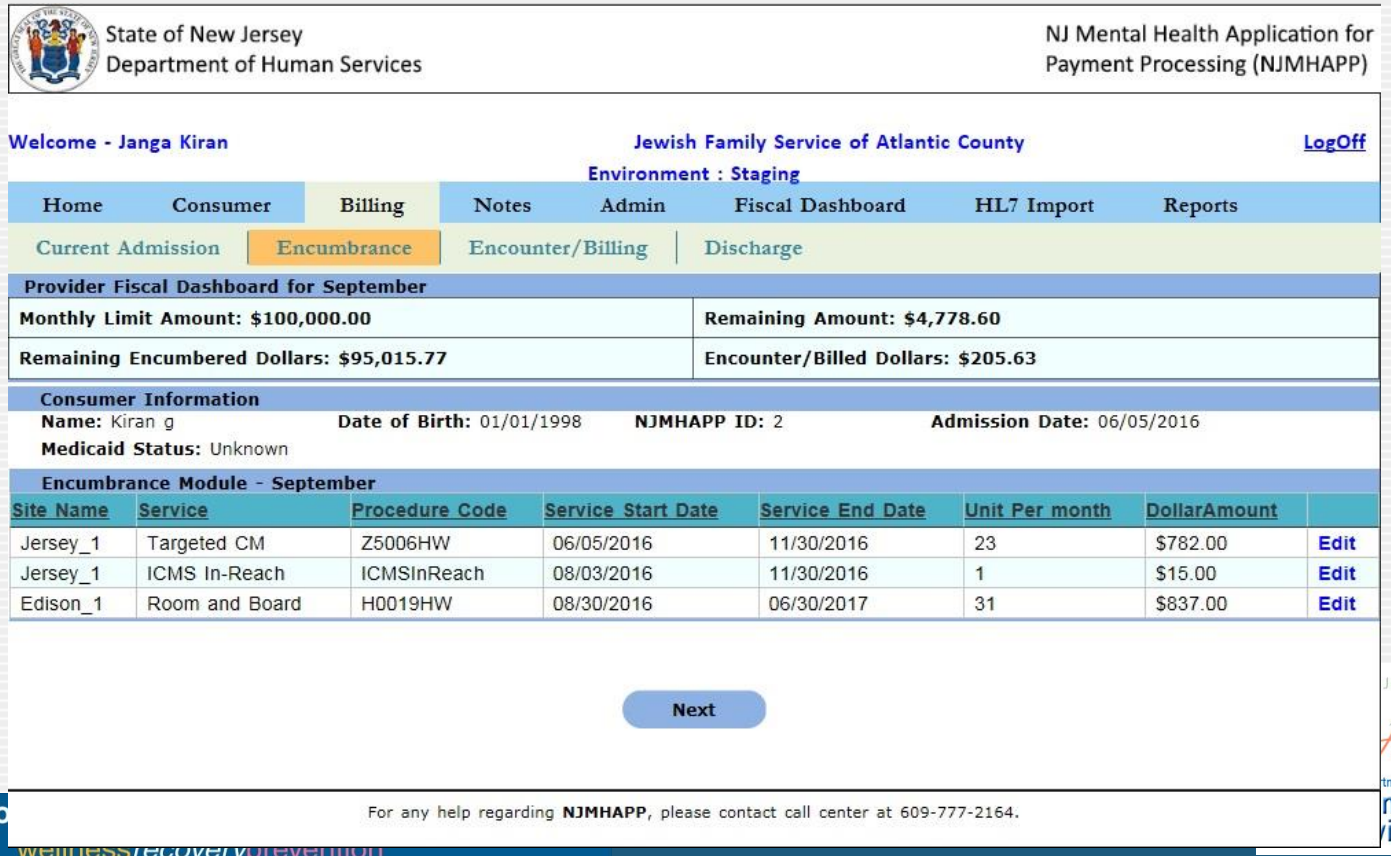


NJMHAPP 1.0 Features/Modules

- Encumbrance
  - Displays Provider real-time Fiscal Dashboard.
  - Displays Consumer Encumbrance information for current month.
  - Enables editing of Encumbrance units for the current month.

NJMHAPP 1.0 Features/Modules

- Encumbrance Continued



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Department of Human Services

NJ Mental Health Application for Payment Processing (NJMHAPP)

Welcome - Janga Kiran | Jewish Family Service of Atlantic County | LogOff

Environment : Staging

Home | Consumer | Billing | Notes | Admin | Fiscal Dashboard | HL7 Import | Reports

Current Admission | Encumbrance | Encounter/Billing | Discharge

Provider Fiscal Dashboard for September

Monthly Limit Amount: $100,000.00	**Remaining Amount: $4,778.60**
Remaining Encumbered Dollars: $95,015.77	**Encounter/Billed Dollars: $205.63**

Consumer Information

Name: Kiran g **Date of Birth:** 01/01/1998 **NJMHAPP ID:** 2 **Admission Date:** 06/05/2016

Medicaid Status: Unknown

Encumbrance Module - September

Site Name	Service	Procedure Code	Service Start Date	Service End Date	Unit Per month	DollarAmount	
Jersey_1	Targeted CM	Z5006HW	06/05/2016	11/30/2016	23	$782.00	Edit
Jersey_1	ICMS In-Reach	ICMSInReach	08/03/2016	11/30/2016	1	$15.00	Edit
Edison_1	Room and Board	H0019HW	08/30/2016	06/30/2017	31	$837.00	Edit

Next

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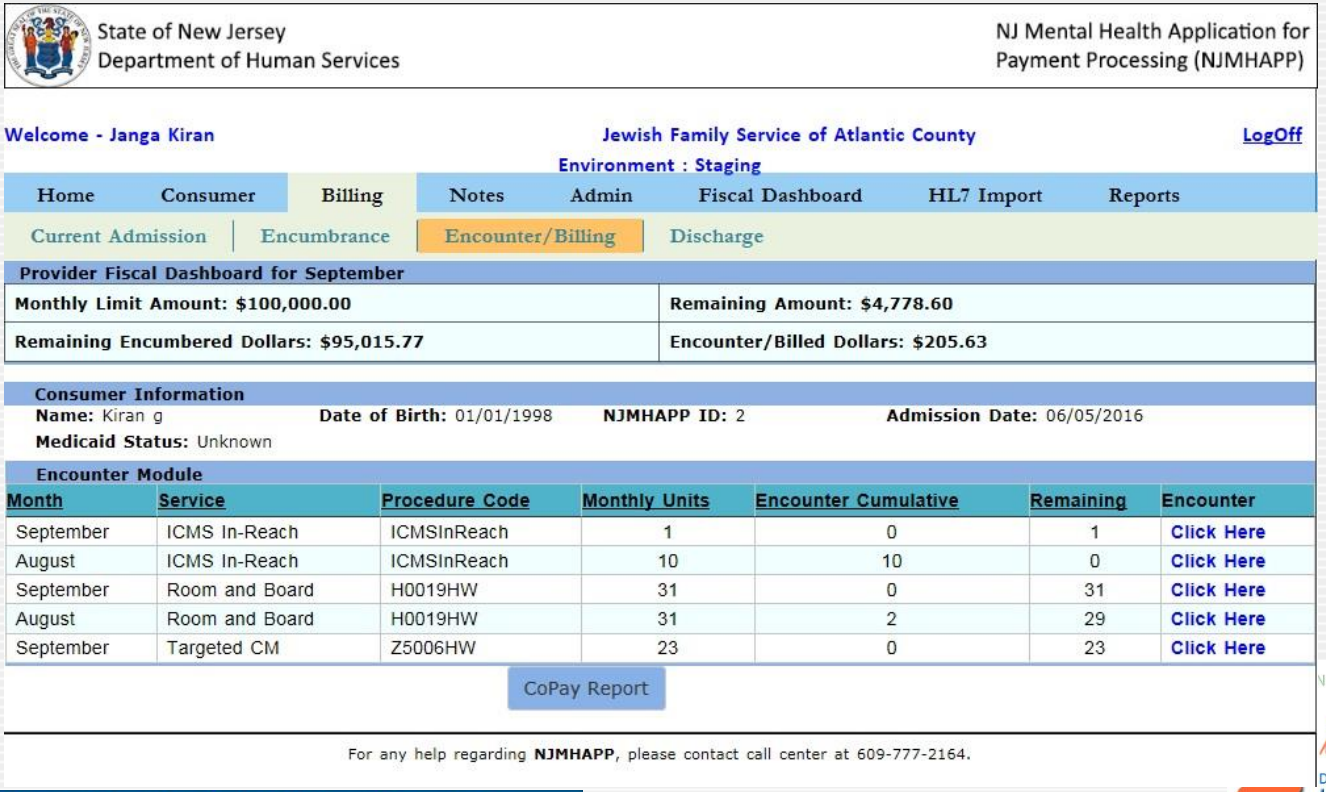
NJMHAPP 1.0 Features/Modules

- Encounter
  - Displays Provider real-time Fiscal Dashboard.
  - Displays Consumer Encounter Unit information for current and previous months.
  - Provides ability to enter Encounter Units by Service Date for current and previous (date driven) months.

NJMHAPP 1.0 Features/Modules

- Encounter Continued



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Consumer Information

Name: Kiran g **Date of Birth:** 01/01/1998 **NJMHAPP ID:** 2 **Admission Date:** 06/05/2016

Medicaid Status: Unknown

Encounter Module

Month	Service	Procedure Code	Monthly Units	Encounter Cumulative	Remaining	Encounter
September	ICMS In-Reach	ICMSInReach	1	0	1	Click Here
August	ICMS In-Reach	ICMSInReach	10	10	0	Click Here
September	Room and Board	H0019HW	31	0	31	Click Here
August	Room and Board	H0019HW	31	2	29	Click Here
September	Targeted CM	Z5006HW	23	0	23	Click Here

CoPay Report

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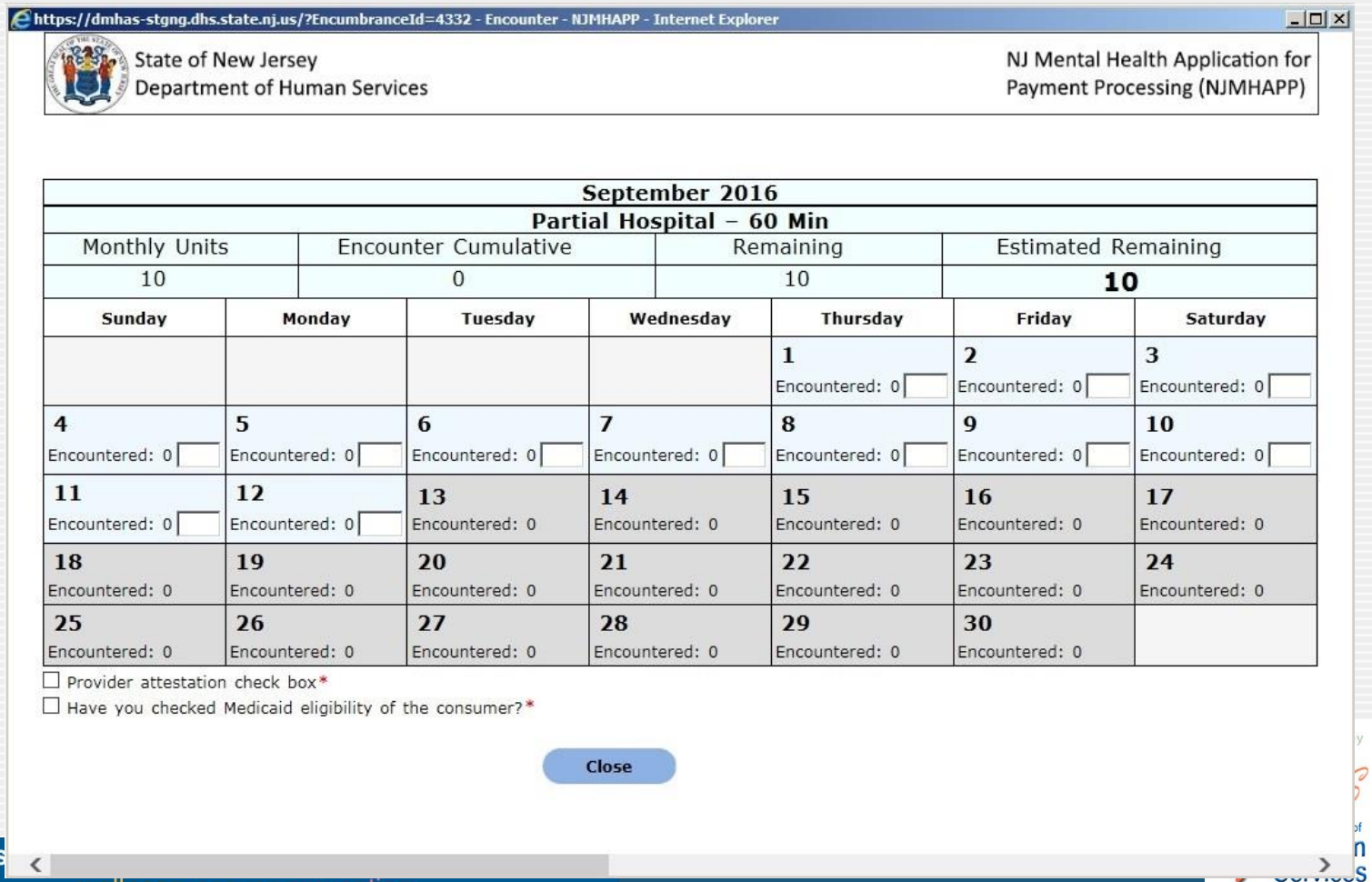
NJMHAPP 1.0 Features/Modules

- Encounter Continued
  - Provides ability to enter Service Encounters by date for the current month.
  - Displays monthly units pre-allocated for the Consumer, number of Encounter Cumulative units, Remaining Units of Service for the Consumer for the month, and Estimated Remaining Units based on entered, but not saved units.
  - Validates entered Encounters based on business rules and State Guidelines.
  - Fiscal dashboard is updated based on the cost of entered encounter multiplied by the number of entered encounters.
  - Captures Provider attestation and validation of Consumer's Medicaid eligibility.

NJMHAPP 1.0 Features/Modules

- Encounter Continued


https://dmhas-stgng.dhs.state.nj.us/?EncumbranceId=4332 - Encounter - NJMHAPP - Internet Explorer

State of New Jersey
Department of Human Services

NJ Mental Health Application for
Payment Processing (NJMHAPP)

September 2016

Partial Hospital – 60 Min

Monthly Units	Encounter Cumulative	Remaining	Estimated Remaining
10	0	10	**10**

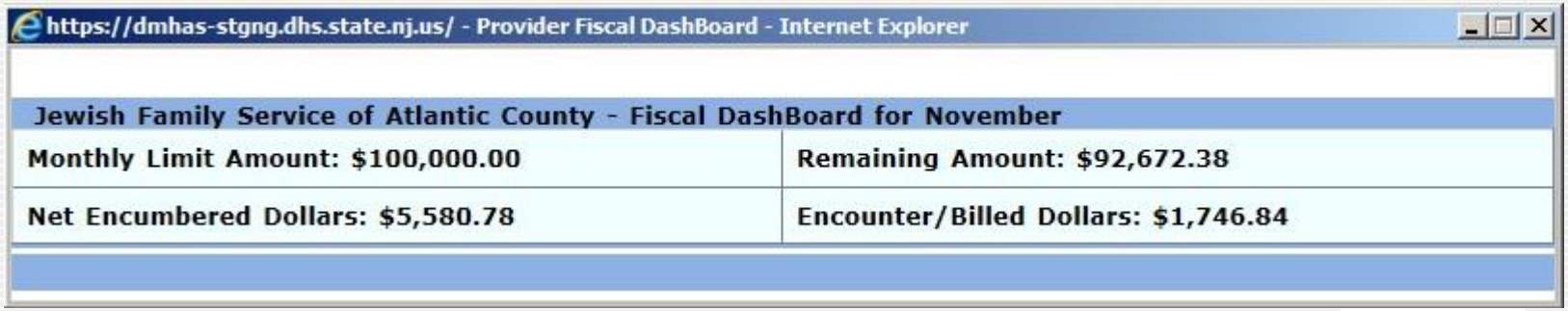
Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
				1 Encountered: 0	2 Encountered: 0	3 Encountered: 0
4 Encountered: 0	5 Encountered: 0	6 Encountered: 0	7 Encountered: 0	8 Encountered: 0	9 Encountered: 0	10 Encountered: 0
11 Encountered: 0	12 Encountered: 0	13 Encountered: 0	14 Encountered: 0	15 Encountered: 0	16 Encountered: 0	17 Encountered: 0
18 Encountered: 0	19 Encountered: 0	20 Encountered: 0	21 Encountered: 0	22 Encountered: 0	23 Encountered: 0	24 Encountered: 0
25 Encountered: 0	26 Encountered: 0	27 Encountered: 0	28 Encountered: 0	29 Encountered: 0	30 Encountered: 0	

☐ Provider attestation check box*
☐ Have you checked Medicaid eligibility of the consumer?*

Close

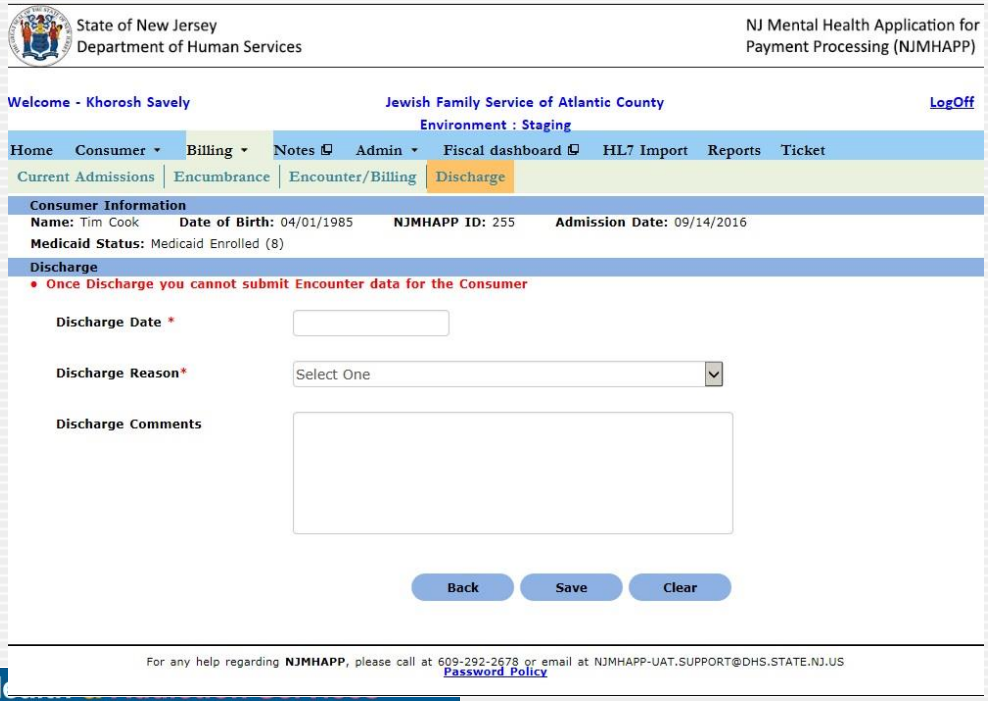
NJMHAPP 1.0 Features/Modules

- Fiscal Dashboard
  - Avails the following Provider Agency fiscal information:
    - **Monthly Limit** – Budget dollars provided to the agency by the state
    - **Remaining Amount** – Budget amount remaining to date after Encumbered services are entered into the system
    - **Remaining Encumbered Dollars** – Total dollars of Encumbered services
    - **Encounter/Billed Dollars** – Total amount billed to state in the system for the current month.
  - Displayed as part of Admission, Encumbrance, and Encounter/Billing modules .
  - Is available as a pop-up window for an on-demand view in any module by selecting Fiscal Dashboard menu option.



NJMHAPP 1.0 Features/Modules

- Discharge
  - Enables Consumer Discharge.
  - Provides ability to enter Discharge notes.

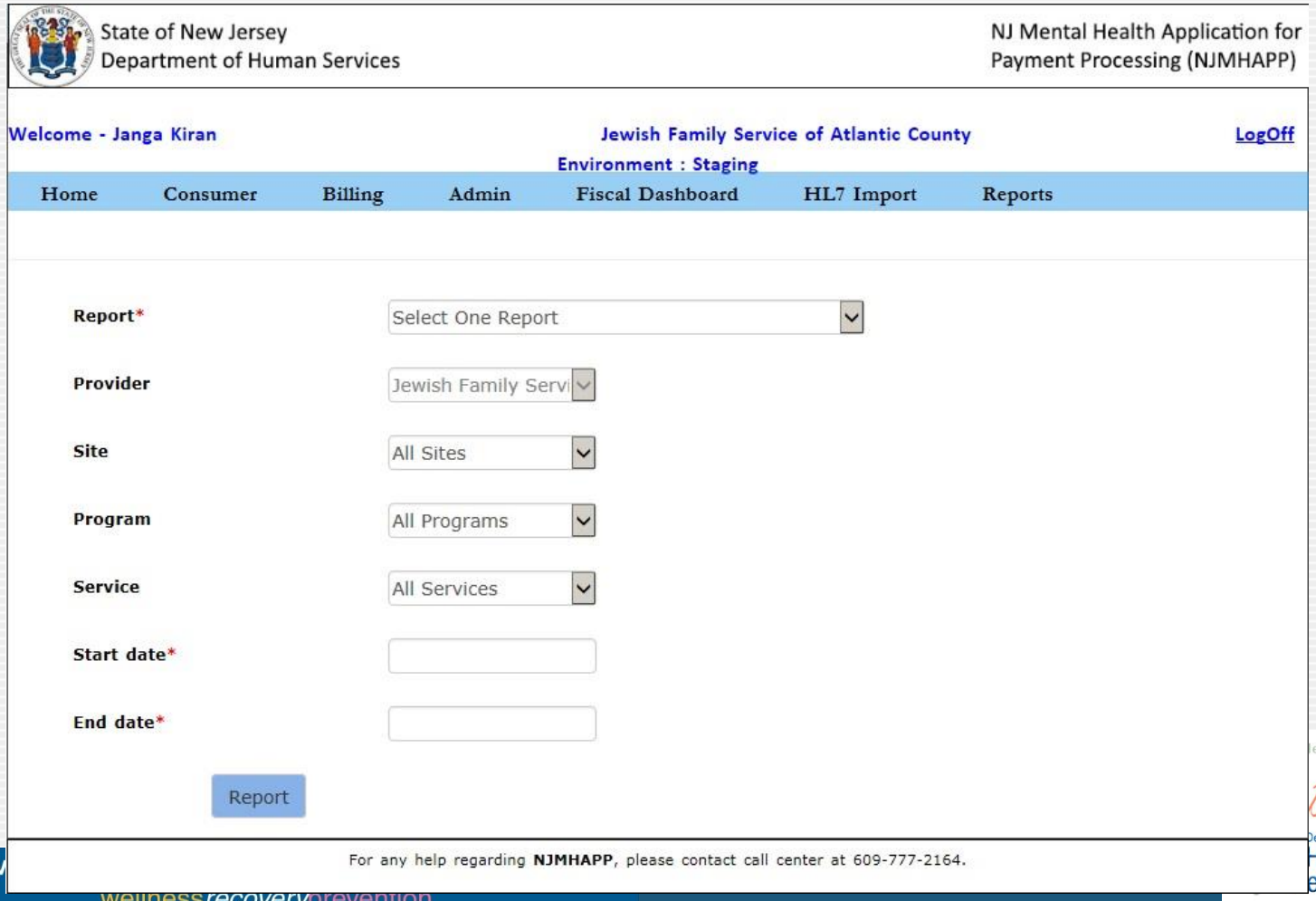


NJMHAPP 1.0 Features/Modules

- Reports
  - Currently provides ability to generate the following reports:
    - Aggregate Utilization Rate Report – Provider Wide
    - Client Specific Encumbrance & Encounter Report
    - Billing Detail by Billing Cycle Report
    - Client Specific Billing Cycle Report
    - Service Dates Report
    - Encumbrance Crossing Monthly Limit Report
    - Monthly Medicaid Check Report
    - Block Grant Expenditure Report

NJMHAPP 1.0 Features/Modules

- Reports Continued



NJMHAPP 1.0 Features/Modules

- User Management
  - Enables Provider Administrators to add new Users and Administrators to their practice.
  - Provides ability to edit existing User(s) and Administrator(s) information.
  - Provides ability to delete Provider users.
  - Provides ability to reset User passwords.

NJMHAPP 1.0 Features/Modules

- User Management Continued

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Department of Human Services

NJ Mental Health Application for Payment Processing (NJMHAPP)

Welcome - Janga Kiran | Jewish Family Service of Atlantic County | LogOff

Environment : Staging

Home | Consumer | Billing | Admin | Fiscal Dashboard | HL7 Import | Reports

User Management

Add User

Manage Users

LOGIN NAME	FIRST NAME	LAST NAME	ROLE	EMAIL			
provadmin	Provider	Admin	Provider Administrator	provider.admin@gmail.com	Edit	Reset	Delete
provuser	provider	user	Provider User	provider.user@gmail.com	Edit	Reset	Delete
testuser100	testa	testb	Provider Administrator	testabc@gmail.com	Edit	Reset	Delete
testvel600	tested	testedbyvel	Provider User	testab@gmail.com	Edit	Reset	Delete
testuser	testuser	testuser	Provider User	testuser@gmail.com	Edit	Reset	Delete
provadmin2	admin	providers	Provider User	admin@gmail.com	Edit	Reset	Delete
skhorosh	Savely	Khorosh	Provider Administrator	sk@test.com	Edit	Reset	Delete
testvel554	test	test	Provider User		Edit	Reset	Delete
testvel555	testvelA	testvelB	Provider Administrator		Edit	Reset	Delete
mpjf	mahesh	jf	Provider User		Edit	Reset	Delete

1 2 >

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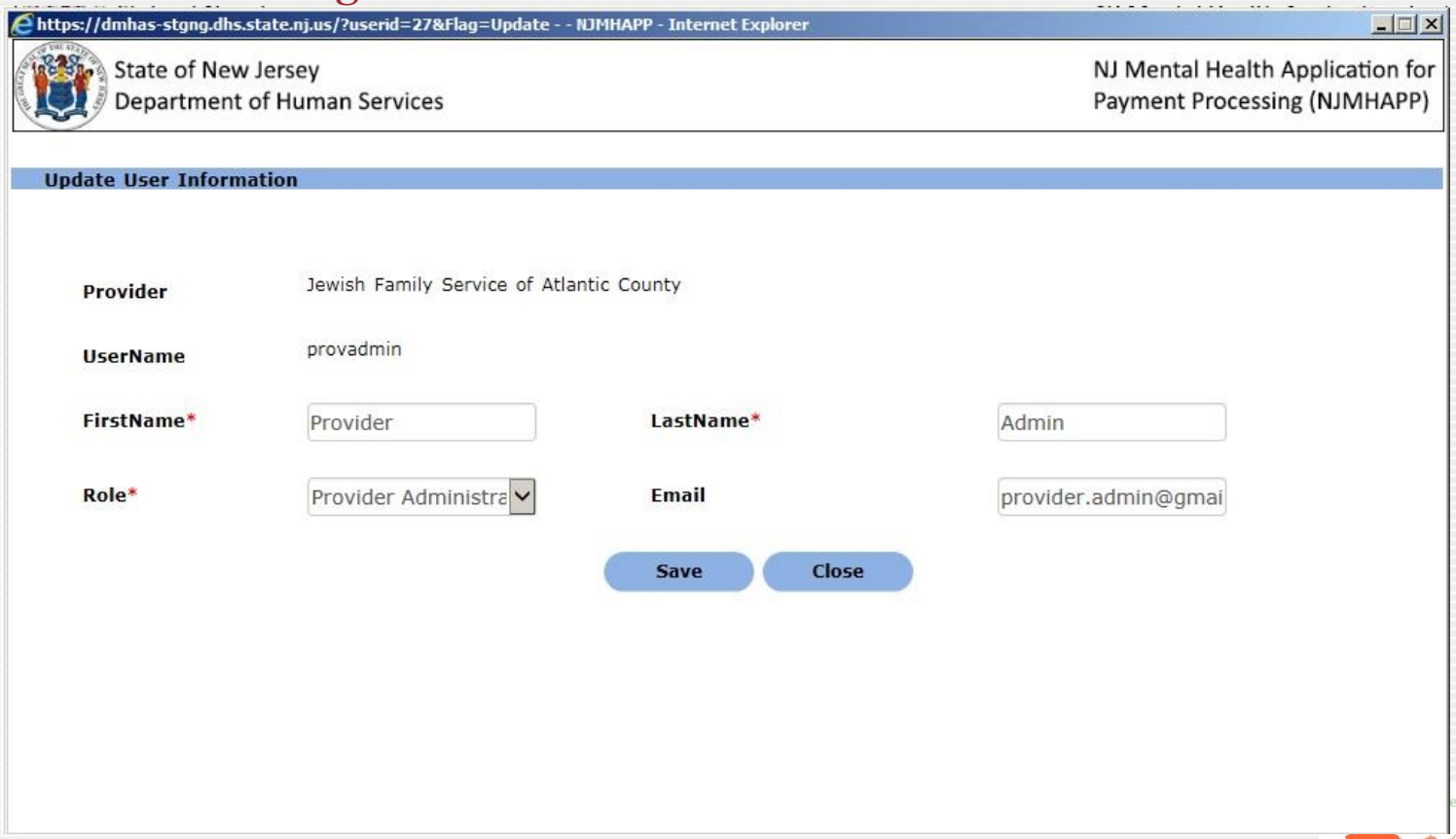
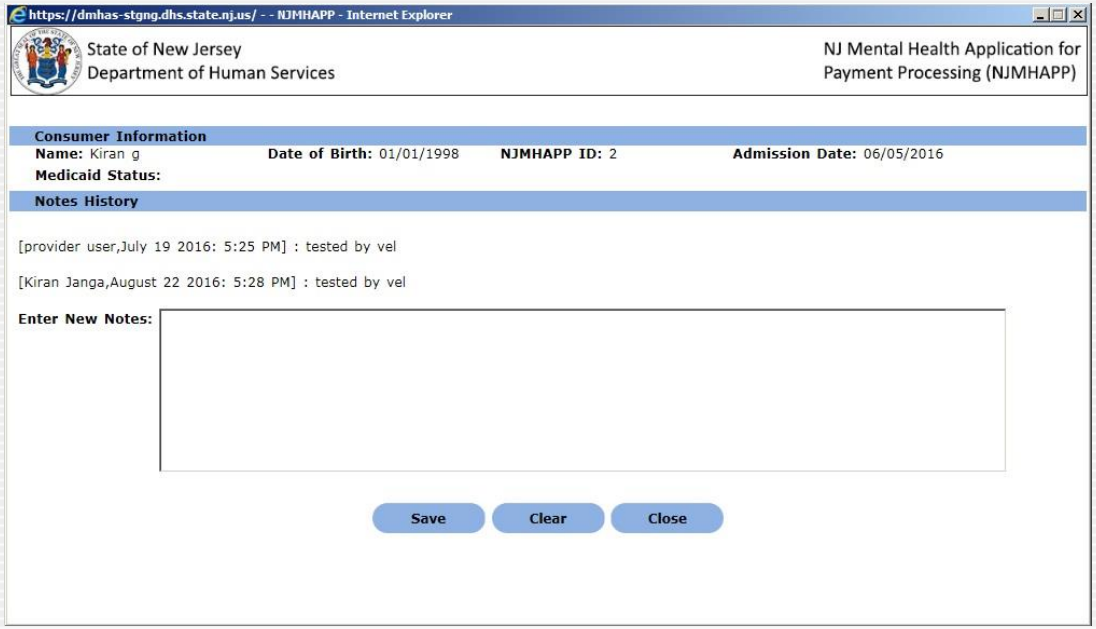
NJMHAPP 1.0 Features/Modules

- User Management Continued



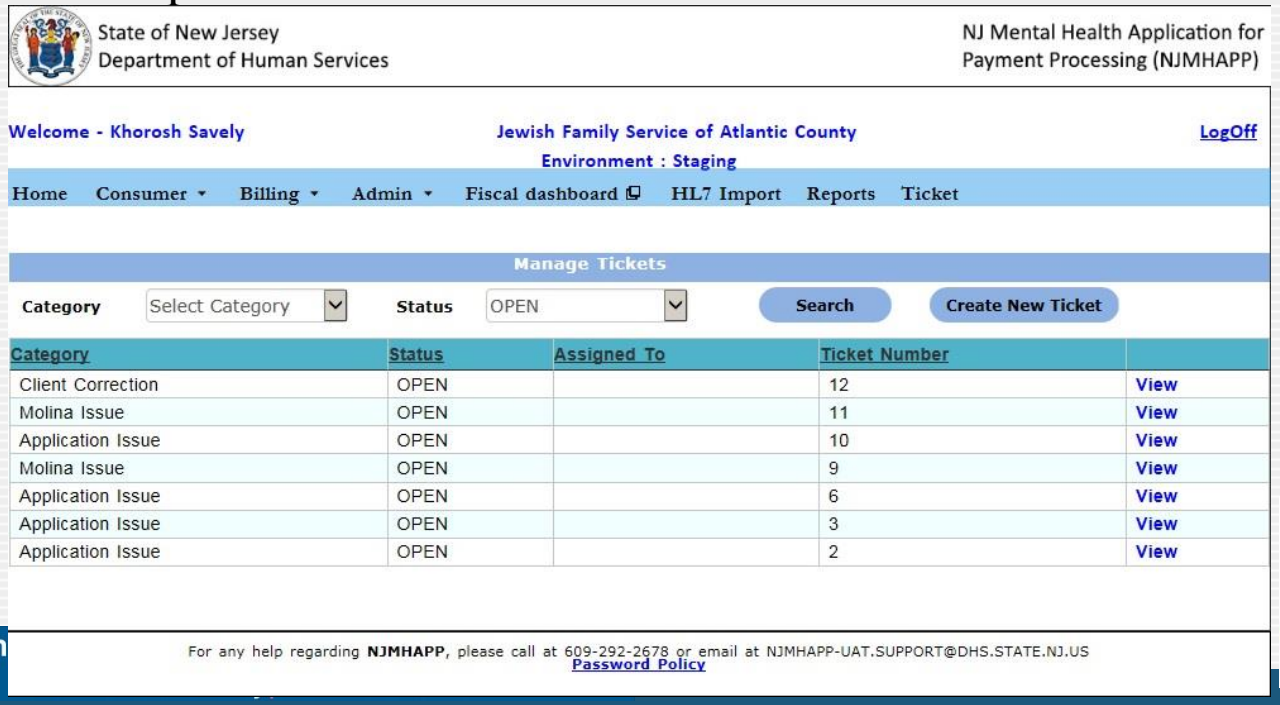
NJMHAPP 1.0 Features/Modules

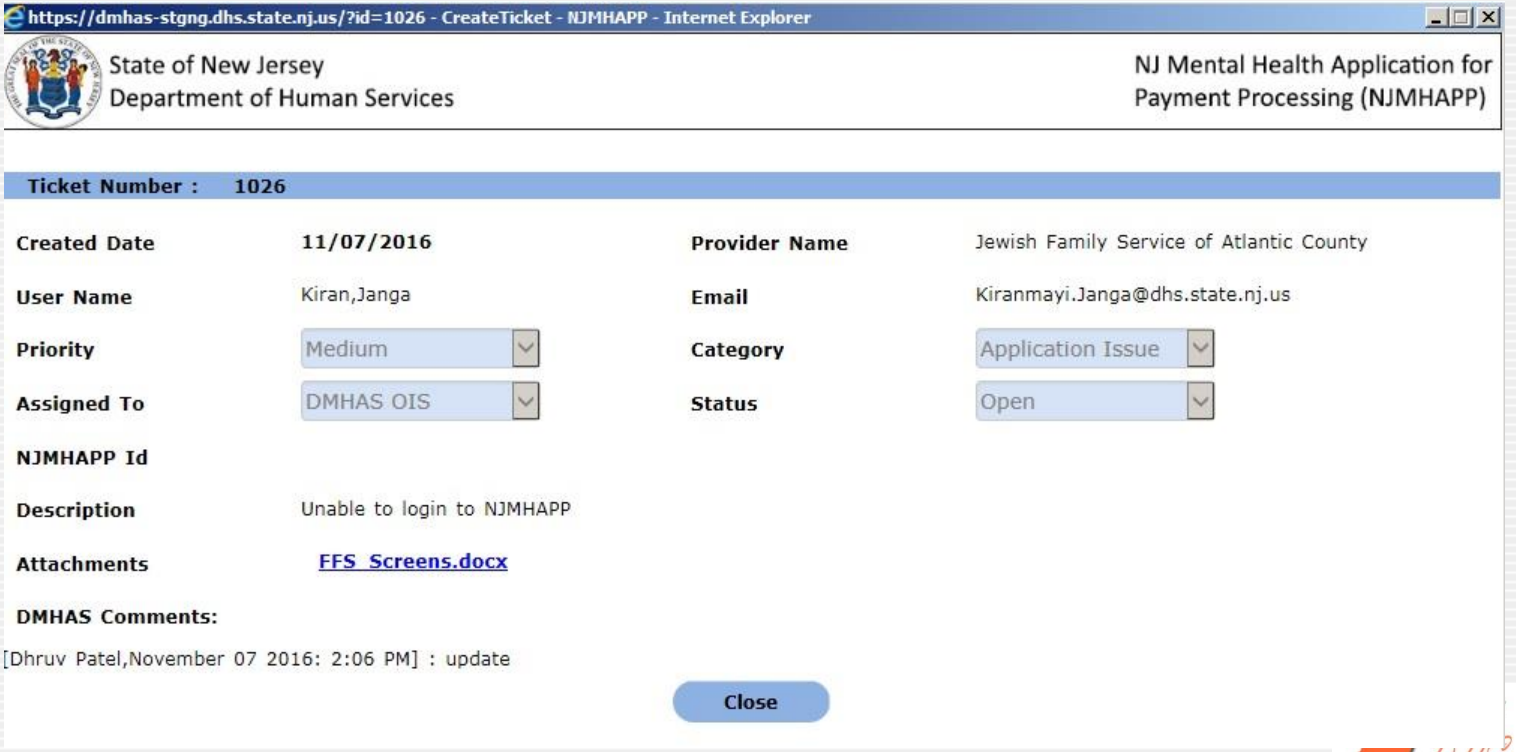
- Notes Module
  - Gives Providers ability to enter notes associated with Consumer Admission.
  - Notes will be retained in the system and presented within the same Notes module with User ID and timestamp.



NJMHAPP 1.0 Features/Modules

- Ticket Management module
  - Will give Providers the ability to log system issues related to Consumer, utilizing Consumers' NJMHAPP ID.
  - All tickets will be reviewed and addressed by NJMHAPP representatives



NJMHAPP 1.0 Features/Modules

- Ticket Management module Continued