

How to use the *Part B Answer Book* & *PartBAnswers.com* website

Using the *Part B Answer Book* is as simple as using a dictionary. The chapters of the book are in alphabetical order so if you want to know about Medicare's Part B reimbursement policy for hospice care, just flip through the book until you get to "H". If you're not sure what heading the *Answer Book* used for a certain topic, skim through the Table of Contents at the front of the book.

How to use the *PartBAnswers.com* website

There's more to your subscription than the *Part B Answer Book*. You also have access the book's companion website, *PartBAnswers.com*. The website contains the entire text of the *Answer Book*, is regularly updated throughout the year and contains the latest information on new billing rules. You'll also find decision charts, tools, and 14 additional libraries that contain official source documents cited throughout the chapters of the book.

You can print and use these source documents to support your claims and educate staff.

Acronyms and official citations

When information in this service refers to a source of law, regulation or guidance, the source typically is noted in brackets. The sources noted in brackets frequently contain acronyms that are used throughout this service. They are the following:

- BBA Balanced Budget Act
- CFR Code of Federal Regulations
- FR Federal Register
- HIPAA Health Insurance Portability and Accountability Act
- IOM Internet-only Manual
- OBRA Omnibus Budget Reconciliation Act (various years)
- NCD National Coverage Determinations
- SSA Social Security Act
- USC United States Code

Legal citations sometimes are given so readers know the authorities on which analyses or explanations rely. When sections of law are given, they are sections of the U.S. Code and are denoted with the symbol for section: §. For example, "42 USC §1320a-7a" is section 1320a-7a of chapter 42 of the U.S. Code (this chapter happens to be on civil money penalties).

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Acronyms also are used in this book for names that various health care providers refer to regularly. In this book's Table of Contents, Cross-Reference Index and at the top of the page of some chapters, the following acronyms are used instead of the phrases they replace:

- CMS Centers for Medicare & Medicaid Services
- CPT® Current Procedural Terminology
- ESRD End stage renal disease
- MAC Medicare Administrative Contractor
- HHS U.S. Department of Health and Human Services
- OIG Office of Inspector General of HHS

Here are some examples of the citations and acronyms you will see in the *Part B Answer Book*:

- When you see “[*CMS 100-4, 23 §10*]” or a similar designation, this refers to a CMS Internet-Only Manual (IOM) section. Using this cite as an example, 100-4 refers to the specific manual, 23 is the chapter in manual 100-4 and §10 is the section in chapter 23. You can link directly to these documents when you're on the *PartBAnswers.com* site. The *Part B Answer Book* refers to these manuals by their publication number. The publication numbers and titles of IOMs cited in this book include the following:
 - 100-1 Medicare General Information, Eligibility, & Entitlement.
 - 100-2 Medicare Benefit Policy (basic coverage rules).
 - 100-3 Medicare National Coverage Determinations.
 - 100-4 Medicare Claims Processing.
 - 100-5 Medicare Secondary Payer.
 - 100-6 Medicare Financial Management.
 - 100-8 Medicare Program Integrity.
 - 100-20 One-Time Notification.
- When you see a reference such as “[*NCD §250.5*]”, it refers to the National Coverage Determinations manual, section 250.5. The NCD, written by CMS, describes whether or not certain items or services can be paid for under the Medicare program.
- When you see “[*FR 12/3/93*]” or a similar designation, it means the source of the preceding information is the Dec. 3, 1993, *Federal Register*.

If you have any questions about the *Part B Answer Book* or the *PartBAnswers.com* website, please feel free to contact me directly.

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