

mcp newsletter

March 2011

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TO: ALL DENTISTS

RE: DENTAL INFORMATION MANUAL (DIM)

Please be advised that MCP has revised the Dental Information Manual (DIM) as there have been significant changes to this document since the 2001 edition; we strongly recommend that both you and your billing staff become familiar with the updated information.

The DIM has been extensively reorganized and edited to ensure the billing instructions and examples are clear and relevant for all dentists. Please note that all sections do not apply to all dentists. Please review and familiarize yourselves with those sections which are relevant to your current practice.

We have also incorporated an updated Audit of Claims section, including detailed information about the new Claims Monitoring System.

In the Appendices you will find various forms that relate to beneficiaries, dentists, and claims. Please **do not** use these examples for submission to MCP, as they are included for informational purposes only. All of the forms, with the exception of claim forms used for billing purposes, can be found at <http://www.health.gov.nl.ca/health/forms/index.html#3>. Paper claim forms are available by contacting Cathy Bennett at 709-292-4005 or at cathybennett@gov.nl.ca.

For the first time since the inception of Medicare the updated DIM will be primarily communicated to dentists and their billing staff by having it posted on the MCP website at <http://www.health.gov.nl.ca/health/mcp/providers/index.html>. It can be located on the website by clicking on the 'Provider Information' link. **The revised Manual will not be distributed by way of a general mail out of paper copies.** Dentists who wish to have a paper copy mailed to them may do so by sending an e-mail request to cathybennett@gov.nl.ca or by sending a facsimile request to Cathy Bennett at (709) 292-4052. Please be sure to include your name and mailing address.

You will be able to download the DIM from the MCP website after April 1, 2011. Go to <http://www.health.gov.nl.ca/mcp/html/infopriv.htm>. All additions or changes to this document will be made on-line and will be communicated to you via a newsletter.

Questions relating to the content of this Newsletter should be directed to the MCP Office in Grand Falls-Windsor at 1-800-440-4405, and you will be directed to the appropriate Manager.