

ST. MARY'S GENERAL HOSPITAL
KITCHENER, ONTARIO

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Subject: Billing for Premium Lens for Cataract Surgical Patients
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Purpose:

Scope:

Definitions: Cataract surgery includes the insertion of a foldable lens implant, which is to be provided to the patient free of charge by the institution in which the surgery is performed. If a patient elects to have an added feature lens, the institution may provide such a lens to the patient with the patient paying the difference in the cost between the standard and added feature lens directly to the institution. In such a circumstance, written documentation of the discussion regarding lens options and informed consent must be retained on the patient chart. There should be no additional fees charged to the patients for this discussion as well as the lens implantation- both considered to be insured services under OHIP.

Background:

Policy Statement: SMGH will bill patients for any “added feature lens” that is used in cataract surgery. This replaces previous practices where this may have occurred in the ophthalmologist office and ensures a uniform payment rate for patients.

In accordance with the cataract surgery conditions (Appendix C) outlined in the contract between the hospital (SMGH) and the MOHLTC for additional funded volumes under the wait time strategy dated March 2007, the following policy is in place.

Procedure:

Responsibilities of Physicians Office:

- The physician will fax in a patient list to the O.R. with all lens requirements two (2) weeks prior to the surgery date in order to facilitate timely ordering and delivery of specialty lenses.
- Refer to SMGH specialty lens price list and inform patient of charge
- Complete the “Upgraded Lens Agreement” (Appendix A) for the patient to take to the hospital to pay for procedure prior to the surgery date.

Responsibilities of the Cashier / Patient Accounts

- Take payments for specialty lenses and attach proof of payment (receipt) to the upgraded lens agreement
- Inform the patient to retain their SMGH receipt/upgraded lens agreement and it is their responsibility to provide both to the day surgery clerk on the date of their surgery
- Ensure payment batch clearly indicates patient name, date of scheduled surgery and type of upgraded lens

Responsibilities of the Department Ordering Specialty Lenses

- Ensure that all required lenses are ordered and in stock for applicable surgery date
- Send copies of patient lists showing specialty lenses to finance department monthly
- Provide finance and other SMGH departments with specialty lens price list and future revisions

Responsibilities of the Day Surgery Clerks

- Upon patient arrival cross reference to list of patients. If patient is having a specialty lenses implanted, ask patient for SMGH receipt/upgraded lens agreement as proof of payment
- If patient has not paid, send them to the cashier's office for payment before the surgery is performed.
- A copy of the upgraded lens agreement will be taken by clerk and attached to the patients chart.

Responsibilities of the Finance Department

- Finance clerk will cross reference list received from ordering staff to upgrade lens revenue account monthly to ensure no discrepancies