

Form (Durable Medical Equipment) Link

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The "Form" link within the claim charges tab allows users to add a DME (Durable Medical Equipment) form to submit a DME Certificate of Medical Necessity (CMN) on claims.

 This field is tuned off by default. To see the DME Forms link option on a claim, the user-setting to "Show Durable Medical Equipment (DME) fields?" must be set to **Yes**. This setting can be found under **Claim > Settings > Claim Settings for User**

Follow the steps below to add a DME Form on a Claim charge.

1. Select **Claim > Claim**.
2. Use the **Search field** to search for your claim.

 Check the "**Show exact matches only**" box to search for exact matches or "**Show unpaid claims only**" to show claims that may need follow-up.

3. Open the claim.
4. Click the **Charges** tab.
5. Enter or find your procedure code (charge).
6. Optional: Click the "**Form**" link to the right of the procedure code.
7. Select the required DME form from the dropdown.

DME Form Selection

CMN 484 DME 484.03 Oxygen
CMN 846 DME 04.04B Pneumatic Compression Device
CMN 847 DME 04.04C Osteogenesis Stimulators
CMN 848 DME 06.03B Transcutaneous Electrical Nerve Stimulator (TENS)
CMN 849 DME 07.03A Seat Lift Mechanism
CMN 10125 DME 09.03 External Infusion Pumps
CMN 10126 DME 10.03 Enteral and Parenteral Nutrition
CMN 10269 DME 03.03 (Positive Airway Pressure (PAP) Devices for Obstructive Sleep Apnea)

8. Fill out the form and add any required data.

 If a payer requires you to report **both** the purchase price and the rental price on the same claim, fill out the rental fields (**Rental Unit Price**, **DME Length of Necessity**, **Rental Total Price**, and **DME Frequency**). The **Total Rental Price** is automatically calculated as **Rental Unit Price × Length of Medical Necessity**. For example, a Rental Unit Price of \$50 (billed monthly) with a Length of Medical Necessity of 4 months results in a Total Rental Price of \$200 (separate from the purchase price, which might be \$500).

 If you're only reporting the rental price for a piece of DME, you don't need to fill out these fields, simply enter the rental amount using the standard Unit Price, Units, and Total Charges fields, just as you would for any other charge.

9. Click **Apply**.

10. Click **Save**.