

**Texas Department of Insurance, Division of Workers' Compensation
Electronic Billing and Reimbursement (eBill) Project**

**Electronic Billing Waiver
Frequently Asked Questions**

Q: I am a small practice health care provider, how do I file a waiver for the electronic billing requirements?

A: Health care providers that employ ten or fewer full-time employees and workers' compensation constitutes less than 10% of their practice can qualify for a waiver from the requirement to submit medical bills electronically.

To apply for a waiver, submit a request in writing to the Texas Department of the Insurance, Division of Workers' Compensation (Division). A waiver request checklist with instructions can be downloaded from the TDI website at <http://www.tdi.state.tx.us/wc/ebill/documents/ebwaivercklist.pdf>. Submit the request and required information to the Division by fax, email or mail. The deadline to submit a request to the Division for a waiver to be exempt from the January 1, 2008 implementation is October 31, 2007.

The Division will approve or deny your request for a waiver and notify you of their decision in writing.

Submit requests for waivers to the Division:

Fax

512-804-5001

E-mail

bill.wells@tdi.state.tx.us:

Mail

Texas Department of Insurance
Division of Workers' Compensation
Health Care Policy, MS-7
7551 Metro Center Drive, Suite 100
Austin, Texas 78744

Q: The eBilling requirement will cause a financial burden to my company. How do I file a waiver for the electronic billing requirements?

A: Health care providers or insurance carriers who demonstrate that implementing electronic billing and reimbursement requirements will impose an unreasonable financial burden on them may qualify for an unreasonable financial burden waiver.

To apply for a waiver, submit a request in writing to the Texas Department of the Insurance, Division of Workers' Compensation (Division). A waiver request checklist with instructions can be downloaded from the TDI website at <http://www.tdi.state.tx.us/wc/ebill/documents/ebwaivercklist.pdf>. Submit the request and required information to the Division by fax, email or mail. The deadline to submit a request to the Division for a waiver to be exempt from the January 1, 2008 implementation is October 31, 2007.

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Health Care Policy, MS-7
7551 Metro Center Drive, Suite 100
Austin, Texas 78744

Q: I applied for an initial small practice waiver; when will the waiver expire?

A: Small practice waivers granted before January 1, 2008 will expire on January 1, 2010, two calendar years after the implementation of the electronic billing and reimbursement requirements.

Requests for waivers and renewals approved by the Division after January 1, 2008, will expire two calendar years after the date of approval.

Q: I applied for an unreasonable financial burden waiver; when will the waiver expire?

A: Unreasonable financial burden waivers granted before January 1, 2008 will expire on January 1, 2009, one calendar year after the implementation of the electronic billing and reimbursement requirements.

Health care providers or insurance carriers may request renewal of their unreasonable financial burden waiver. Renewals of waivers expire one calendar year after the date of approval.

Q. My practice is having some technical issues and will not be able to start electronic billing on January 1 as expected, 2008, what do we need to do?

A. Health care providers or insurance carriers may request a temporary waiver if they are unable implement electronic billing and reimbursement on January 1, 2008 due to technical or business issues. These requests for a waiver should be submitted as unreasonable financial burden waivers.

The requestor should provide the steps taken to prepare for the implementation; the technical or business issues that prevent implementation on January 1, 2008; any mitigating circumstances the requestor chooses to submit for consideration; and a plan, which includes time frames and dates, for the requestor to become compliant with electronic billing and reimbursement requirements.

These waivers may be granted for a specific period of time; such as 60 days, 90 days or six months; to allow for circumstances that might delay, but not prevent implementation of electronic billing and reimbursement requirements.

The Division will approve or deny your request for a waiver and notify you of their decision in writing.