Add a Modifier to an Activity Code at the Insurance Payer Level

Last Modified on 08/25/2021 12:52 pm EDT

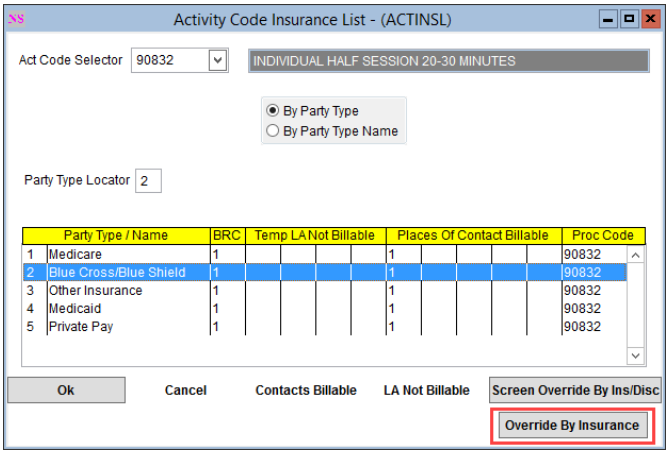
Path: Maintenance and Setup > Activity Codes > Activity Codes

About

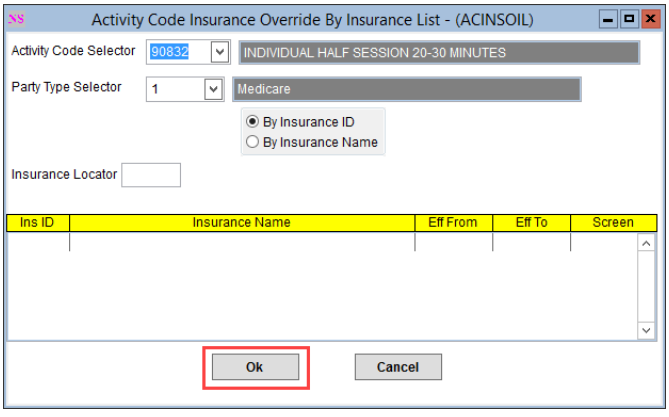
When setting up an Activity Code for the first time, a modifier can be added at the Activity Code level. This means that anytime that Activity Code is billed the modifier is applied. Modifiers can also be added at the Party Type level which means that anytime the Activity Code is billed for a specific Party Type, the modifier is applied. Additionally, you can add a modifier at the Insurance Payer level. It's important to keep in mind that modifiers are **additive**. If you have a modifier set at any other level then all modifiers will be attached to the Line Item with that Activity Code.

Add a Modifier for an Insurance Payer

1. Navigate to the Master Activity Code List by following the path above.
2. Select an Activity Code.
3. Click the **Ins Coverage** button. The Activity Code Insurance List is displayed and lists all of the Party Types associated with the Activity Code you've selected.
4. Select the **Party Type**.
5. Click the **Override By Insurance** button.



6. In the Activity Code Insurance Override By Insurance List, click the**Ok button**.



7. Click the **Add button**.
8. Select the **Activity Code** from the drop-down menu that you want to add a Modifier to.
9. Select the **Party Type** from the drop-down menu that the payer belongs to.
10. Select the **Insurance** from the drop-down menu that the Modifier is for.
11. *(Optional)* Enter an **Effective Date** range.
12. Select a **Billing Rate Code** from the drop-down menu.
13. Select a **Procedure Code** from the drop-down menu associated with the Activity Code.
14. Select a **Modifier** from the drop-down menu that you want to tie to the Activity Code you selected for this Insurance payer.
15. Select a **Contact Type** from the drop-down menu.
16. Click the **Save** button.

> **Note**: To view the Activity Code Insurance Override By Insurance List, click the **Override List** button after saving your record.