



Puerto Rico Medicaid Management Information System (PRMMIS)

Provider Locum Tenens	Policy No.:	PRMMIS – PRV-0009
	Classification:	Provider
	Effective Date:	04/27/2020
	Supersedes:	New
	Last Change:	N/A
	Mandate Review:	Annual

Purpose

The purpose of this policy is to instruct providers on how to bill for locum tenens physicians. A locum tenens physician is a physician who is temporarily filling in for a regular physician.

Acronyms/Term	Definition
CHIP	Children’s Health Insurance Program
Locum Tenens Physician	Physicians who work in the place of the regular physician when the physician is absent, or when a hospital or practice is short staffed
NPI	National Provider Identifier
PRMMIS	Puerto Rico Medicaid Management Information System
PRMP	Puerto Rico Medicaid Program
Q6	Modifier use on a claim to report services provided under a locum tenens arrangement
PSC	Provider Secure Communication

Scope

All references to the Puerto Rico Medicaid Program (PRMP) in this policy are inclusive of Children’s Health Insurance Program (CHIP). This policy covers all claims for services provided under locum tenens arrangements.

Policy

The PRMP requires that the Q6 modifier be used when billing for services provided by a locum tenens physician with the regular physician’s National Provider Identifier (NPI) as the rendering physician on the claim.

The following rules apply for locum tenens arrangements:

- The regular physician is unavailable to provide the services.
- The locum tenens physician is appropriately licensed in Puerto Rico to provide the specific services that the unavailable physician provides.
- The locum tenens physician provides the services to the Medicaid beneficiary over a continuous period of 60 days maximum, subject to the exception noted below:



- ◆ An exception to the 60-day rule for a locum tenens physician is in the case of extended active military duty for the regular physician; the locum tenens arrangement may be extended for another continuous period of 60 days if the billing physician’s absence is due to being called or ordered to active duty as a member of a reserve component of the armed forces.
- Locum tenens arrangements must be in writing and must be kept on file with the provider.
- The regular physician’s office keeps on file a record of each service provided by the locum tenens physician associated with the locum tenens physician’s NPI and makes the record available to PRMP and/or its representatives upon request.

If these conditions are met, the services are to be billed under the absent provider’s NPI with a Q6 modifier. The modifier Q6 is required for each line item on the claim to indicate that this service was performed by a locum tenens physician. This policy applies to services provided in ambulatory and inpatient settings.

References

The following Medicare guidance was used as a basis for this policy:

<https://www.cms.gov/Regulations-and-Guidance/Guidance/Transmittals/downloads/R1486CP.pdf>

<https://www.cms.gov/Regulations-and-Guidance/Guidance/Manuals/downloads/clm104c01.pdf> ; Section 30.2.11 - Physician Payment Under Locum Tenens Arrangements - Claims Submitted to Carriers

Change History

Date	Version	Change Details	Approval Date
07/26/2019	1.0	New Policy	07/26/2019
04/23/2020	1.1	Policy revised by Provider Enrollment Unit	04/23/2020