



**TO: Access Agencies, Acquired Brain Injury, Personal Care Assistant, Connecticut Home Care Program for Elders (CHC) & Personal Care Assistance (PCA) Fiduciary, and Connecticut Home Care Service Providers**

**RE: Use of Pro-Rated Service Codes**

This provider bulletin serves as a reminder to Access Agencies that they must provide prior authorization (PA) using the pro-rated procedure codes instead of the full 12/24 hour codes when a full shift cannot be completed. Providers are required to contact the case manager when a full shift is not completed. The Access Agency must authorize the pro-rated code and issue a PA before the provider can bill for the service provided in order to avoid a claim denial. Please refer to the table below to find the regular full shift code followed by the associated pro-rated code.

Service Codes		
Description of Service	Procedure Code	Unit limit
PCA Per Diem, Agency	1023Z	1 per day
PCA Per Diem cannot be completed, pro-rated hourly, Agency	1225Z	23 per day
Personal Care Services Individual Per Diem	1019Z	1 per day
PCA Individual Per Diem Prorated Hourly	1227Z	23 per day
Personal Care Services Individual Overnight	1020Z	1 per day
PCA Individual Overnight, cannot be completed, pro-rated hourly	3020Z	11 per day
Personal Care Services, Overnight, Agency	1022Z	1 per day
PCA Agency Overnight cannot be completed, pro-rated hourly	3022Z	11 per day

Personal Care Respite Services Overnight Agency	3026Z	1 per day
PCA Respite, Agency Overnight, cannot be completed, pro-rated hourly	3024Z	11 per day
Personal Care Respite Services Per Diem Agency	3028Z	1 per day
PCA Respite Agency, Per Diem, cannot be completed, pro-rated hourly	3025Z	23 per day
Respite, PCA Individual Overnight	3029Z	1 per day
Respite, PCA Individual Overnight pro-rated hourly	3030Z	11 Per day
Respite, Personal Care Services, Individual, Per Diem	3032Z	1 per day
PCA Respite Individual, Per Diem, cannot be completed, pro-rated hourly	3033Z	23 per day