

**MINISTRY OF HEALTH AND LONG-TERM CARE**  
**Primary Health Care and Family Health Teams**

**FACT SHEET**

**Title: Continuing Medical Education (CME) Automation**

**Date: July 2008**

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**Eligible Patient Enrolment Models (PEMs):**

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|--|--|
| <input checked="" type="checkbox"/> Rural and Northern Physician Group Agreement (RNPGA) | <input checked="" type="checkbox"/> St. Joseph's Health Centre (SJHC)    |
| <input checked="" type="checkbox"/> Toronto Palliative Care Agreement (TPCA)             | <input checked="" type="checkbox"/> Weeneebayko Health Ahtuskaywin (WHA) |
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Effective May 1, 2008, the Ministry of Health and Long-Term Care (the ministry) automated the Continuing Medical Education (CME) process. Physicians will now submit fee codes for courses taken and reporting will appear monthly on the Group and/or Solo Remittance Advice.

**CLAIMS SUBMISSION INFORMATION:**

The following information is required to submit claims for CME using your billing software.

**Fee Schedule Codes associated to the CME course type:**

**Q555A** – Main Pro C  
**Q556A** – Main Pro M1  
**Q557A** – Other

**Health Number/Version Code/Date of Birth:**

These fields are to be left blank on the claim.

**Service Date:**

The service date on the claim must be the date the course was completed. For multiple day courses, the last day of the course should be the service date used on the claim. For multiple day courses where the fiscal is crossed, physicians must bill the credits earned up to March 31<sup>st</sup> and submit on a separate claim for the remaining credits in the next fiscal when the course is completed.

**Number of Services**

The number of CME credits is broken down into 15 minute units. A physician is entitled to 96 - fifteen minute units (24 x 4 fifteen minute units = 96 fifteen minute units). The payment for each 15 minute unit, or one (1) service, is \$25.00.

For example:

When a physician is billing a CME claim for a 1 hour Main Pro C course the physician is to submit the fee code Q555A and the number of services on the claim is 4.

**Fee Billed Amount:**

The fee billed amount on the claim is zero dollars.

**Stale Date Logic:**

The ministry's claims processing stale date rules will apply, however, the ministry has granted a three (3) month stale date exemption for CME claims submissions. These claims must be sent in on a separate diskette to the attention of the Program Manager. Stale dated claims will be accepted up to October 8th for paper claims submissions or October 18th for diskettes.

**REMITTANCE ADVICE (RA) REPORTING:**

The following new reports and updates to current reports will appear on both the Group and/or Solo RAs.

**Payment Summary Report**

A new line will be reported on each physician's Payment Summary Report on both the Group and Solo RA's. The line will appear as 'CME Compensation' and will report both Current Month and Year to Date totals. The Paid to Group line will also be updated to include CME amounts.

**Group Total Summary Report (updated)**

A new line will appear on the Group Total Summary Report 'Total CME Compensation' and will represent any Current Month or Year to Date amounts for all physicians in the group that have submitted CME claims. This report appears each month on both the Group and Solo RA.

**GROUP TOTAL – SUMMARY REPORT**

	CURRENT	YTD
TOTAL BASE RATE PAYMENT	54,381.20	91,526.81
TOTAL CC CAPITATION PAYMENT	52,101.98	75,202.03
TOTAL FFS CLAIMS PAYMENT	17,001.20	52,000.00
TOTAL LTC ACCESS BONUS PAYMENT	1,0500.00	3,000.00
TOTAL NON-LTC ACCESS BONUS PAYMENT	500.00	500.00
PREVENTIVE CARE BONUS PAYMENT	16,545.87	24,161.66
PRE MEMBER ENROLMENT PAYMENT	0.00	10,000.00
TOTAL BLENDED PREMIUM	22,564.26	37,359.75
TOTAL SPECIAL PREMIUMS	17,333.00	79,000.00
TOTAL RURALITY GRADIENT PREMIUM	4,000.00	7,500.00
TOTAL AGE PREMIUM	10,000.00	100,000.00
<b>TOTAL CME COMPENSATION</b>	<b>1,000.00</b>	<b>10,000.00</b>
SUBTOTAL	196,427.51	490,250.25
GMLP	367.44	719.39
THAS	2,000.00	4,000.00
FFS CORE SERVICE PYMT CEILING ADJ	1,000.00	1,000.00
SUBTOTAL	3,367.44	5,719.39
TOTAL PAID TO GROUP	199,794.95	495,969.64

## Continuing Medical Education Summary Report (NEW)

This new report will give a breakdown by physician of their Current Month totals paid to the group on behalf of the physician and Year to Date amounts as of the current RA. This report appears on the Group RA only.

### CONTINUING MEDICAL EDUCATION SUMMARY REPORT

PHYSICIAN NAME	PHYSICIAN NUMBER	CURRENT MONTH	YTD
DR. TRAPPER JOHN MCINTYRE	333333	1,750.00	2,750.00
DR. SAM JONES	444444	1,400.00	1,950.00
TOTAL		3,150.00	4,700.00

## Continuing Medical Education Detail Report (NEW)

This new report will appear each month on the Solo RA only. When CME claims are submitted and assessed in the current month any payments will be reported in the MTD Payment field. The MTD Units Submitted represents the CME credits you have submitted and been paid for in the current month processed. The YTD Units Submitted and the YTD Payment column reports all payments for all CME credits processed to date for the fiscal year.

### CONTINUING MEDICAL EDUCATION DETAIL REPORT

PROVIDER: DR. SAM JONES  
IDENTIFIER: BAAA-44444

FISCAL 2004-05

PAYMENT TYPE	FSC	MTD UNITS SUBMITTED	MTD PAYMENT	YTD UNITS SUBMITTED	YTD PAYMENT
MAINPRO-C	Q555A	6	250.00	8	300.00
MAINPRO-M1	Q556A	50	1,250.00	70	1,750.00
OTHER	Q557A	0	.00	0	.00
TOTAL DETAILS		56	1,500.00	78	1,950.00

## Continuing Medical Education Unit Allocation and Balance Report (NEW)

This is a new report and will appear each month on the Group RA only. This report provides the CME activity for all the physicians in the group. The following is the description of each line on the report:

**Group:** Group number

**Group Name:** Name of the group

**Assigned Group FTE:** FTE value of the group in your agreement

**Average # of Physicians:** Actual number of physicians in the group

**Carry over at End Of (fiscal year):** Amount of group allocated credits being carried over to the next fiscal

**Allocated At Start Of:** The number of CME credits allocated to the group based on FTE

**Paid From Physician Carry Over:** The number of credits a physician was compensated for that does not impact the group's allocated CME credit amount

CONTINUING MEDICAL EDUCATION UNIT ALLOCATION AND BALANCE

GROUP: BFTE  
GROUP NAME: SPECIALIZED MODEL  
ASSIGNED GROUP FTE: 3.00  
AVERAGE # OF PHYSICIANS: 2.25

CARRY OVER AT END OF	2003-04:	199
ALLOCATED AT START OF	2004-05:	480
CURRENT BALANCE FOR	2004-05:	22
PAID FROM PHYSICIAN CARRY OVER	2004-05:	10

**Should you have any questions regarding a Continuing Medical Education claim submission,  
please contact your local ministry office.**

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