



STATE OF MARYLAND

**DHMH**

Office of Health Services  
Medical Care Programs

Maryland Department of Health and Mental Hygiene

201 W. Preston Street • Baltimore, Maryland 21201

Robert L. Ehrlich, Jr., Governor – Michael S. Steele, Lt. Governor – S. Anthony McCann, Secretary

January 4, 2006

Dear Provider:

Effective August 1, 2005, the Maryland Medicaid Durable Medical Equipment Program (Program) implemented a 30 day limitation requiring providers to submit requests for medical supplies and equipment no later than 30 days from the date of service. The Program realizes that clarification of the definition of the date of service submitted for a request is necessary. Further clarification of how the Program will process requests for recipients with pending Medicaid eligibility and Medicare denials will also be noted.

The Program considers the date of service in section IV of the DHMH 4527 as the actual or estimated date of delivery of the item(s). If the item has already been delivered, the provider must use the actual delivery date. If the item has not yet been delivered, the provider's reasonably estimated time of delivery or the phrase "pending approval" should be entered. Upon completion of the DHMH 4527, this form and all supporting documentation should be forwarded to the Program for review. However, if the item has been delivered outside of the 30 day limitation, the request for reimbursement will not be considered for payment.

Recipients that receive retroactive Medicaid eligibility are eligible for consideration for medical equipment and supplies. However, the Program cannot grant an authorization for payment until the recipient's eligibility has been approved. Once the Medicaid eligibility has been approved, the provider has 30 days from the approval date to submit all requests for authorization of services provided to a recipient.

Should you have any questions pertaining to the clarification of the date of service or pending Medicaid eligibility, please feel free to contact me via telephone @ 410-767-1739 or via email, [cooks@dhmh.state.md.us](mailto:cooks@dhmh.state.md.us). Thank you for your continued service to Maryland Medicaid recipients.

Sincerely,

Simone Cook

Supervisor

DME/DMS/OXY Unit