

HOW TO REFUND OVERPAYMENTS TO THE STATE

The Ohio Department of Medicaid (ODM) implemented the Medicaid Information Technology System (MITS) on August 2, 2011. As a result, we have decreased reliance on paper processing and gained efficiencies for providers to return overpayments to Medicaid. Providers are to refund overpayments to ODM within sixty days of discovery.

There are two main methods to return overpayments to ODM:

- Offset overpaid claims against a future payment
 - » If the claim is within 3 years of the paid date, submit an adjustment request via Electronic Data Interchange (EDI) or MITS web portal.
 - » If the claim is greater than 3 years and less than 7 years from the paid date, the adjustment can be submitted via the EDI adjustment process.

- Submit an adjustment form
 - » Submit an adjustment form for claims over 7 years old.
 - » Submit an adjustment claim for claims over 3 years old and billed using the Medicaid portal.
 - » The 6767 adjustment form is for professional claims and the 6766 is for institutional claims.

Instructions to return overpayments can be found on the ODM website:

- EDI Companion Guides
 - » <http://medicaid.ohio.gov/RESOURCES/Publications/ODMGuidance.aspx#1535543-provider-billing-instructions>

- Provider e-manuals
 - » <http://medicaid.ohio.gov/RESOURCES/Publications/ODMGuidance.aspx#1535543-provider-billing-instructions>

- ODM Forms
 - » <http://medicaid.ohio.gov/RESOURCES/Publications/MedicaidForms.aspx>

Please note that ODM no longer accepts claim refunds by paper checks. For more information, refer to Ohio Administrative Code 5160:1-19.

Checks will be returned to a provider so that the above instructions can be followed. Questions concerning the return of overpayments can be directed to the Claims Adjustment Unit at (614) 466-5080.