

#1 – Put “J” in the Unique Type of Service field for each J Code.

The screenshot shows the 'Transaction Codes' window with the Transaction Code 'J3301'. The 'Description' is 'KENALOG, PER 10 MG'. The 'Type' is 'procedure - insurance'. The 'Payment Type' is 'Check'. The 'Unique Type of Service' field is set to 'J', with a red arrow pointing to it. Other fields include 'Standard Cost' (\$0.00), 'Purchased Service Cost' (\$0.00), 'General Ledger Account', and 'Graphics Category' ([None]). There is an 'Inactive' checkbox at the bottom.

#2 – In the Billing, on the J-code detail line, go into Details/More Detail section (F4) and in the “lasso” section for notes:

Enter the J Code as the “code” and enter the NDC Code in the Value field and Save

The link below is a searchable (by drug name) for NDC codes.

VERY IMPORTANT: Keep in mind that there are different NDC codes for drugs based on not only strength, but on supplier, as well.

<http://www.fda.gov/cder/ndc/database/docs/queryndctn.htm>

The screenshot shows the 'More Detail' window for a J-code detail line. A 'Lookup Billing Patient Note' dialog box is open, showing the 'Code' field with 'J3301' and the 'Value' field with '00003-0494-20'. The dialog box has 'OK', 'Cancel', 'Save', and 'Delete' buttons. In the background, a table of diagnosis codes is visible:

Code	Value
DENIED-PR	DENIED-PROC. NOT PD SEPERATELY
DR_MAY_NO	DR MAY NOT BE A PROVIDER FOR YOUR H
END	*****NO FOR MEDICID VIA INC*****

#3 - For data entry:

Once you key in a J-Code, you will then go into Detail, More Detail (F4) and type in the same J-code in the Notes field and **BE SURE TO CHECK "PRINT ON CLAIM"**

Lytec - JOEL WISZNAK MD PA 07 - [Charges and Payments]

File Edit View Settings Lists Billing Activities Reports Graphs Services Window Help

Billing Information
Patient Chart: MOSS0002 MOSS, SHERRY
Billing: 46944 Created: 01/15/2008
Provider: 002 Co-Pay: \$30.00
Location: Facility:

Next Appointment: <None>

Header
Admit Date Referring Doctor Name
C46954 WISZNAK MD, JOEL

Detail Items:

Print	Pmt	Date From	Dx 1	Dx 2	TX Code	M1	M2
<input checked="" type="checkbox"/>		01/15/2008			J3301		

More Detail

Diagnosis Codes
1: (None selected)
2: (None selected)
3: (None selected)
4: (None selected)
5: (None selected)

Anesthesia
Anesthesia minutes: 0

Note
Note: J3301
 Print on claim Print on statement

Narrative
00003-0494-20
 Do not include a narrative
 Include the narratives for this billing
 Include this narrative:

Billing
 Taxable
 Charge patient only
Patient portion: \$0.00

Next Appointment: <None>

Bill To:

More Detail

Diagnosis Codes
1: (None selected)
2: (None selected)
3: (None selected)
4: (None selected)
5: (None selected)

Anesthesia
Anesthesia minutes: 0

Note
Note: 00003-0494-20
 Print on claim Print on statement

Narrative
 Do not include a narrative
 Include the narratives for this billing
 Include this narrative:

Billing
 Taxable
 Charge patient only
Patient portion: \$0.00

#4 – Be sure to use the customized format (see free download) that will print the NDC code properly. Also, we suggest that the J-code be separated onto its own billing, then that billing printed on paper (until your clearinghouse has the mapping completed).