## Workflow for affiliate MSO billing



Affiliate sites need CPT and pricing information for all Miscellaneous Send Out testing (MSOs) in a timely manner. The affiliate will identify their MSOs in a Charge Review Work Queue in Excellian. The affiliate will then retrieve CPT and pricing information from the daily/weekly TELCOR notifications.

- Affiliates may inquire about the CPT and prices of delayed testing via the CPT/Client fee request form available on the Billing page of our website www.allinahealth.org/laboratory
  - Fax the completed request form to Billing at (612) 863-0460 or send via secure e-mail to <u>labbilling@allina.com</u>
- The affiliate is responsible for the entering of these charges into Excellian.