

How to Calculate Payment Adjustments and Completing the SBEG screen

Calculation

1. Calculate the number of payable days in the facility.
2. Calculate the percentage of the month that is payable. Take the number of payable days divided by the total number of days in the month. Go to the 4th decimal place. DO NOT round.
3. Calculate the dollar amount owed for dates of service. Take the monthly service amount and apply “payable” percentage.
4. Calculate the state portion of the payment. Figure in the consumer liability in determining what the state owes the provider.

Completing the SBEG screen

1. Calculate the number of payable days for the 1st portion of the month.
2. Calculate the percentage of the month that was payable for the first portion of the month. Take the number of payable days divided by the total number of days in the month (from step 1).
3. Calculate the dollar amount owed to provider for the first portion of the month. Take the monthly rate and apply the “payable” percentage for the 1st portion of the month (from step 2).
4. Calculate the portion of the total amount due to the provider that the state is liable to pay. Take the dollar amount from step 3 and subtract the consumer’s liability. If this number is zero or results in a negative number, the consumer’s liability will cover the total cost of services for the first portion of the month.
5. If step 4 results in a negative number, part of the consumer’s liability still needs to be applied to the cost of services BEFORE the state will be responsible for any payment. Subtract the cost of services for the first portion of the month from the consumer’s liability. This is the amount you will enter on SBEG. **Note: this does not mean the consumer has to pay the provider an additional amount. This means that the total amount of the liability has not yet been applied to the

total cost of services, and the remaining portion has to be applied to the cost of services before the state will be responsible for payment.

6. If step 4 results in zero or positive number, the consumer's liability has been applied to the cost of services and the state will be responsible for payment for the rest of the month's cost of service. Enter 0.00 on SBEG.

This document was created by [APD Medicaid Financial Eligibility Training](#). Please contact us with any questions or clarification needs.