Standard Cosmetic Surgery Process

Step 1: Consultation
The patient will contact you to schedule a consultation. At the consultation, determine if the procedure is medically necessary or elective cosmetic. If the surgery is determined elective cosmetic, complete and provide the patient with a Cosmetic Surgery Superbill 2013.

Step 2: Procedure Estimate and Payment
The patient presents the completed Cosmetic Surgery Superbill to the MSA office. The MSA clerk enters the information from the completed Superbill into the Cosmetic Surgery Estimator and generates an estimated bill of the total cost of the procedure(s) for the patient. If the patient chooses to undergo the procedure(s), they must pay for all services, in full, prior to scheduling the procedure(s). In addition to paying for the procedure(s), the patient is required to sign a letter of acknowledgment before the surgery can be scheduled and performed. In the letter of acknowledgment, the patient agrees to pay for any additional fees for services rendered. Upon receipt of the signed letter of acknowledgment, the MSA clerk can notify you that payment has been received.

Step 3: Schedule and Undergo Procedure
The patient presents the receipt provided at the MSA office to the Surgery Clinic. The procedure is scheduled and performed as scheduled.

Step 4: Post-Procedure
After the procedure is completed, the MSA clerk reviews the documentation of the event to ensure that paid procedures were performed and to determine whether additional or alternate procedures were performed. The patient is responsible for any additional fees incurred. If no additional procedures, services, or supplies were performed or used, no additional bill will be generated.
The TMA Elective Cosmetic Surgery Superbill lists CPT®/Procedure codes for all elective cosmetic procedures available in the MHS. The Superbill is completed by you, the provider, and used by MSA staff to enter data into the Cosmetic Surgery Estimator (CSE) to generate a cost estimate. The Superbill is prepared and distributed by the TMA UBO Program Office. Use of alternate Superbills is not authorized.

Your MTF’s UBO office will provide you with a supply of new Elective Cosmetic Surgery Superbills to be used in accordance with the CSE v9 (Effective date July 1, 2013).

**Elective Cosmetic Surgery Superbill 2013**

<table>
<thead>
<tr>
<th>Procedure Description</th>
<th>CPT® Code</th>
<th>Difficulties/Variances</th>
</tr>
</thead>
<tbody>
<tr>
<td>Procedure 1</td>
<td>12345</td>
<td>1, 2, 3</td>
</tr>
<tr>
<td>Procedure 2</td>
<td>67890</td>
<td></td>
</tr>
<tr>
<td>Procedure 3</td>
<td>11223</td>
<td>4, 5</td>
</tr>
<tr>
<td>Procedure 4</td>
<td>45678</td>
<td></td>
</tr>
<tr>
<td>Procedure 5</td>
<td>90876</td>
<td>6, 7</td>
</tr>
<tr>
<td>Procedure 6</td>
<td>67543</td>
<td></td>
</tr>
<tr>
<td>Procedure 7</td>
<td>32109</td>
<td>8, 9</td>
</tr>
<tr>
<td>Procedure 8</td>
<td>98765</td>
<td></td>
</tr>
<tr>
<td>Procedure 9</td>
<td>56789</td>
<td></td>
</tr>
<tr>
<td>Procedure 10</td>
<td>10987</td>
<td>10</td>
</tr>
</tbody>
</table>

*NOTES:
Effective 1 July 2013*
### Cosmetic Surgery Superbill Header

<table>
<thead>
<tr>
<th>INSTRUCTIONS 1</th>
<th>Fill top of form</th>
<th>2</th>
<th>Circle or highlight Procedure Description.</th>
<th>3</th>
<th>Check bilateral column (optional)</th>
<th>4</th>
<th>Enter the quantity of each procedure (optional)</th>
</tr>
</thead>
<tbody>
<tr>
<td>MTF:</td>
<td>Print the name of the MTF where the elective cosmetic surgery procedure(s) selected will be performed.</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Provider’s Name and Phone:</td>
<td>Print your full name and office phone number.</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>ICD-9-CM Code 1:</td>
<td>For all elective cosmetic procedures, the first listed diagnosis code must be from the V50.X series. For example:</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>• V50.0 Hair transplant</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>• V50.1 Other plastic surgery for unacceptable cosmetic appearance</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>• V50.3 Ear piercing</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>• V50.8 Other</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Location:</td>
<td>Select one of the following procedure locations:</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>• Provider’s Office</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>• Operating Room—Inpatient</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>• Operating Room—Outpatient</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Anesthesia:</td>
<td>Select one of the following anesthesia options:</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>• Topical</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>• Local</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>• Moderate Sedation</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>• General/Monitored Anesthesia Care</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>• None</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Will this procedure be combined with a medically necessary procedure?</td>
<td>☐ Yes ☐ No</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

#### 1. MTF: Print the name of the MTF where the elective cosmetic surgery procedure(s) selected will be performed.

#### 2. Provider’s Name and Phone: Print your full name and office phone number.

#### 3. ICD-9-CM Code 1: For all elective cosmetic procedures, the first listed diagnosis code must be from the V50.X series. For example:

- V50.0 Hair transplant
- V50.1 Other plastic surgery for unacceptable cosmetic appearance
- V50.3 Ear piercing
- V50.8 Other

#### 4. ICD-9-CM Code 2: Enter a second ICD-9-CM code when applicable.

#### 5. Location: Select one of the following procedure locations:

- Provider’s Office
- Operating Room—Inpatient
- Operating Room—Outpatient

#### 6. Patient Name: Print the patient’s full name.

#### 7. Visit Information: Enter the elective cosmetic surgery consultation visit date and surgery date, if known.

- Enter dates using the format: MM/DD/YYYY.
- Consultation visit and surgery dates are used by the MSA clerk for post-procedure verification.
- Surgery cannot be performed without prior payment.

#### 8. Anesthesia: Select one of the following anesthesia options:

- Topical
- Local
- Moderate Sedation
- General/Monitored Anesthesia Care
- None

#### 9. Combined with Medically Necessary Procedure: Indicate here whether or not the elective cosmetic procedure(s) selected will be performed during the same surgical encounter as a medically necessary procedure.
10. **Procedure Description**: Abbreviated procedure descriptions based on official American Medical Association (AMA) CPT® descriptions are provided on the Superbill. Your MTF’s UBO can provide you with a copy of the Cosmetic Surgery Estimator (CSE) v9.0 Glossary- July 2013 for more detailed procedure descriptions.

11. **Code**: Where applicable, AMA CPT® codes are used to refer to elective cosmetic procedures.
   - However, some elective cosmetic procedures do not have an official CPT® code assigned to them. To generate pricing for these procedures, TMA UBO Y-codes are used to identify these procedures in the CSE.
   - TMA UBO Y-codes use the format: 17999-YXXXX.

12. **Bilateral**: Specify, where applicable, whether or not a procedure will be performed bilaterally.
   - [ ] = White boxes indicate procedures that are available for bilateral pricing. Enter an “X” or “✓” in the box provided to indicate a bilateral procedure.
   - [ ] = Grey boxes indicate that the bilateral option is not available. If multiple quantities are required, enter the number of procedures required in the “Qty” column.

13. **Quantity**: Specify, where applicable, the quantity or number of sessions required for each procedure.
   - [ ] = White boxes indicate procedures that can be priced in multiple quantities or generally require more than 1 session for optimal results. Enter the appropriate quantity or number of sessions in the box provided.
   - [ ] = Grey boxes indicate procedures that are generally performed with a quantity of 1 and do not require multiple sessions.
Instructions for Specific Procedures

**Injections of Chemodenervation Agents**

- Special pricing is available when a chemodenervation procedure is performed by a Dermatology resident physician. Indicate here whether or not the chemodenervation procedure selected will be performed by a Dermatology resident.

- Chemodenervation procedures require billing for the professional service as well as the pharmaceutical used. In addition to selecting the code for procedure to be performed, please select the pharmaceutical that will be used and enter the number of units required in the “Qty” column. MSA staff will obtain the price per unit from the pharmacy and enter it into the CSE to generate a price estimate.

  - Botox® is priced at $5.36/unit and the price is prepopulated in the Superbill.

  - If a pharmaceutical other than Botox® or Dysport® is used, select “Other” and write in the name of the pharmaceutical that will be used. This information will be included on the cost estimate report provided to the patient.

**Subcutaneous Injections of Filling Material**

- Subcutaneous injection procedures require billing for the professional service, as well as the pharmaceutical used. Please write the pharmaceutical that will be used and enter the number of units required in the “Qty” column. MSA staff will obtain the price per unit from the pharmacy and enter it into the CSE to generate a price estimate.
Hair Transplants

- Micro/mini hair grafts (procedure code 17999-Y5775) are priced in blocks of 500 hairs. Enter the quantity based on blocks of 500 hairs.
- For example:
  - 501 hairs would be entered as a quantity of 2
  - 1,001 hairs would be entered as a quantity of 3.

Biologic Implants

- 15777 (implantation of biologic implant) was a new CPT® code introduced for 2012. 15777 is an add-on code that may be used with any of the skin substitute graft procedures and/or the 14 breast procedures listed below:

Pharmaceutical or Implant/Supply Only

- Please complete this section of the Superbill when a cost estimate for pharmaceuticals, implants, or supplies is required without a corresponding procedure.
- Enter the name and quantity of the item needed in space provided. MSA staff will obtain the price per unit and enter it into the CSE to generate a price estimate.
Additional Information

**Global Periods**

Cosmetic surgery global periods refer to the time frame immediately following surgery during which routine post operative follow-up care (e.g., replacing stitches or treating infected wounds) is provided without additional charge to the patient. Professional services related to the original procedure should not be re-coded during the global period. Instead, CPT® code 99024 is used for a post operative visit to indicate that an evaluation and management service was performed related to the original procedure. CPT® code 99024 does not generate professional or facility fees for the patient. However, all additional implants, pharmaceuticals, and separately billable supplies utilized during the global period must be billed to the patient at the full reimbursement rate.

Most cosmetic surgeries have a global period of 0, 10, 30, or 90 days. Ninety day global periods are assigned to major surgeries and 10 day global periods are assigned to minor surgeries. Procedures that have a global period of 0 days are not subject to the global period packaging and applicable rates would apply to the procedure for every date of service performed. Laser tattoo removal procedures (17999-Y0030-Y0033) have global periods of 30 days.

**Post-operative global periods start the first day following surgery.** All post-operative care/services provided are included in the global package if they do not require additional trips to the operating room.

*Note:* This rule does not apply if the visit is for a problem unrelated to the diagnosis for which the surgery was performed or is for an added course of treatment other than the normal recovery from surgery.

*TRICARE Reimbursement Manual 6010.58-M, Chapter 1, Section 16*

**Example:**

Most chemodenervation procedures have a 10-day global period. There should be no additional professional fee for “touch-ups” performed during this period. However, there is a charge for any additional pharmaceutical used. The Cosmetic Surgery Superbill should be completed to indicate the additional units of pharmaceutical required and MSA staff will generate a cost estimate report for the patient.

**Complications from Surgery**

Benefits are available for the otherwise covered treatment of complications resulting from a non-covered surgery or treatment only when the complication represents a medical condition separate from the condition that the non-covered treatment or surgery was directed toward, and treatment of the complication is not essentially similar to the non-covered procedure.

A complication may be considered a separate medical condition when it causes a systemic effect, occurs in a different body system from the non-covered treatment, or is an unexpected complication which is untoward based upon prior clinical experience with the procedure.

**Exclusions:**

1. The complication occurs in the same body system or the same anatomical area of the non-covered treatment; and
2. The complication is one that commonly occurs.

An example of a complication that commonly occurs is one that occurs often enough that it is ordinarily disclosed during the process of informed consent.

*TRICARE Policy Manual 6010.57-M, Chapter 4, Section 1.1*