

New Mexico Medicaid Checklist: EMSA* Claim Submission

* Emergency Medical Services for Aliens 8.325.10
and Medicaid Eligibility/General Recipient Policies 8.200.410



Revised May 2017

All EMSA claims are to be filed directly to the New Mexico Fiscal Agent, Conduent, along with:

- All pertinent clinical documentation, which includes:

Inpatient Facility:	Outpatient Services:
MAD 310 form	MAD 310 form
Admit History and Physical (H&P)	Admit History and Physical
Emergency Department Records	Operative Notes (ONLY if Surgery was done)
Discharge Summary	Emergency Department Records
Any pertinent diagnostic imaging and/or lab results <i>(if not included in H&P or Discharge Summary)</i>	
Operative Notes (ONLY if Surgery was done)	

- **(Recommended) Cover letter with contact information** with the submissions:
 - Hospital inpatient/outpatient claims are submitted on the UB-04
 - Provider claims are submitted on the CMS 1500

Submit claims to:

Conduent
P.O. Box 26500
Albuquerque, NM 87125-6500

To request an EMSA claim reconsideration that has been denied by Qualis Health, please contact Qualis Health at 1-866-962-2180.