

Superior Dental Care Submission Guidelines

When & Why

When a proposed treatment plan for a Superior Dental Care (SDC) member exceeds \$400.00 or includes periodontal treatment, a predetermination, or pre-estimate (pre), is required. They are especially important because knowing that a service is part of a member's benefit doesn't address whether or not the case in point meets the payment criteria. For example, SDC considers for benefit partial-quadrants of root planing and osseous surgery if the full-quadrant criteria is not met.

Pre's allow the patient to understand up-front what his/her financial responsibility will be, and ensure that the patient's selected dental plan covers that particular service; ie. the proposed crown material. This predetermination policy applies even to restorations/fillings when the treatment plan's dollar amount exceeds the \$400.00 limit or includes multiple anterior restorations.

To submit a pre, send a completed claim form outlining the proposed treatment with a notation stating "Predetermination" on the form. **It is critical to fully complete the claim form.** Attach only the requested documentation, if applicable. No date of service or anticipated service dates should be included.

When are Pre's Not Needed?

Pre's are not necessary for endodontic treatment or for emergency extractions of wisdom teeth.

Once SDC processes the pre, a *Predetermination of Benefits* will be sent to your office. When the services have been completed, write in the date(s) of service and return the claim to SDC for processing and payment. Please remember that pre's are only valid for one year and for the submitting office only.

Submission Guidelines

- **Fully** completed claim form includes all procedures performed on each date of service. Each line item submitted on a claim will be evaluated separately to determine coverage. Appropriate fee maximums will be applied on each line item.
- Date of service should reflect completion/seat date. (Note: The completion date is the date the crown or prosthetic is seated)
- In regards to **fillings**, only if the treatment plan includes five or more teeth and total cost exceeds \$600.00, or if multiple anterior restorations are included, are pre-op x-rays required.
- In regards to **crowns/onlays**, treatment plans including **two or more** crowns and/or onlays require submission of current diagnostic quality, pre-op x-rays.
- In regards to **tissue grafts**, including but not limited to connective tissue grafts and free mucosal grafts, treatment plans involving three or more teeth require submission of pre-op photographs in addition to current periodontal charting and/or a narrative detailing existing conditions.
- In regards to **additional periodontic procedures**, current (pre-op) full-mouth, six-point periodontal charting (including mobility) should be submitted. Additionally, there is a four week wait required between root planing and osseous surgery. Resubmit new charting following root planing and prior to completing osseous surgery.
- In regards to **initial orthodontic procedures**, the following is needed: start date, proposed treatment months, billed amount, and brief narrative of treatment or function of appliance.
- In regards to **orthodontic procedures previously started**, the following is needed: Initial cost, start date and initial estimate of months of treatment.
- At SDC's discretion, x-rays or other documentation may be requested to complete review of a submitted service.