

DOCUMENTATION CHECKLIST



ANKLE-FOOT/KNEE-ANKLE-FOOT ORTHOSIS

REQUIRED DOCUMENTATION

All Claims for Ankle-Foot/Knee-Ankle-Foot Orthosis

Standard Written Order (SWO) that contains:

Beneficiary's name or Medicare Beneficiary Identifier (MBI)

Order date

General description of the item

The description can be either a general description (e.g., ankle orthoses), a HCPCS code, a HCPCS code narrative, or a brand name/model number

For equipment – In addition to the description of the base item, the SWO may include all concurrently ordered options, accessories or additional features that are separately billed or require an upgraded code (List each separately).

For supplies – In addition to the description of the base item, the DMEPOS order/prescription may include all concurrently ordered supplies that are separately billed (List each separately).

Quantity to be dispensed, if applicable

Treating practitioner Name or NPI

Treating practitioner's signature

Practitioner's signature on the written order meets **CMS Signature Requirements** 100-08 Program Integrity Manual (PIM), Chapter 3, Section 3.3.2.4

Standard Written Order was obtained prior to submitting the claim to Medicare

Any changes or corrections have been initialed/signed and dated by the ordering practitioner

Confirm if the HCPCS requires a Face-to-Face encounter and Written Order Prior to Delivery (WOPD)

<https://www.cms.gov/files/document/required-face-face-encounter-and-written-order-prior-delivery-list.pdf>

Delivery Documentation



DOCUMENTATION CHECKLIST

ANKLE-FOOT/KNEE-ANKLE-FOOT ORTHOSIS

Direct Delivery	Shipped/Mail Order Tracking Slip	Shipped/Mail Order Return Post-Paid Delivery Invoice
Beneficiary's name Delivery address Quantity delivered A description of the item(s) being delivered. The description can be either a narrative description (e.g., lightweight wheelchair base), a HCPCS code, the long description of a HCPCS code, or a brand name/model number. Delivery date Signature of person accepting delivery Relationship to beneficiary	Shipping invoice Beneficiary's name Delivery address A description of the item(s) being delivered. The description can be either a narrative description (e.g., lightweight wheelchair base), a HCPCS code, the long description of a HCPCS code, or a brand name/model number. Quantity shipped Tracking slip References each individual package Delivery address Package I.D. #number Date shipped Date delivered A common reference number (package ID #, PO #, etc.) links the invoice and tracking slip (may be handwritten on one or both forms by the supplier)	Shipping invoice Beneficiary's name Delivery address A description of the item(s) being delivered. The description can be either a narrative description (e.g., lightweight wheelchair base), a HCPCS code, the long description of a HCPCS code, or a brand name/model number. Quantity shipped Date shipped Signature of person accepting delivery Relationship to beneficiary Delivery date

NOTE: Custom Fitted and Custom Fabricated items require fitting at the time of delivery (Cannot be shipped to the Beneficiary)

Medical Records

AFOs NOT USED DURING AMBULATION:

An L4396 or L4397 (Static or dynamic positioning ankle-foot orthosis) is covered if either all of criteria 1 - 4 or criterion 5 is met:

1. Plantar flexion contracture of the ankle (refer to the Group 1 Codes in the ICD-10 code list in the LCD-related Policy Article for applicable diagnoses) with dorsiflexion on passive range of motion testing of at least 10 degrees (i.e., a nonfixed contracture); and
2. Reasonable expectation of the ability to correct the contracture; and
3. Contracture is interfering or expected to interfere significantly with the beneficiary's functional abilities; and
4. Used as a component of a therapy program which includes active stretching of the involved muscles and/or tendons.

OR

5. The beneficiary has plantar fasciitis (refer to the Group 1 Codes in the ICD-10 code list in the LCD-related Policy Article for applicable diagnoses).

When an L4396 or L4397 is used for the treatment of a plantar flexion contracture, the pre-treatment passive range of motion must be measured with a goniometer and documented in the medical record.

Documentation of an appropriate stretching program carried out by professional staff (in a nursing facility) or caregiver (at home).

AFOs AND KAFOs USED DURING AMBULATION:

Ankle-foot orthoses (AFO) described by codes L1900, L1902, L1904, L1906, L1907, L1910, L1920, L1930, L1932, L1940, L1945, L1950, L1951, L1960, L1970, L1971, L1980, L1990, L2106, L2108, L2112, L2114, L2116, L4350, L4360, L4361, L4386, L4387 and L4631

Medical records document an ambulatory beneficiary with weakness or deformity of the foot and ankle, who also

Require stabilization for medical reasons, and

Have the potential to benefit functionally.

Knee-ankle-foot orthoses (KAFO) described by codes L2000, L2005, L2006, L2010, L2020, L2030, L2034, L2035, L2036, L2037, L2038, L2126, L2128, L2132, L2134, L2136, and L4370



Medical records document the above for an ambulatory beneficiary and additional knee stability is required.

Custom-Fabricated AFOs and KAFOs are covered for ambulatory beneficiaries when the basic coverage criteria above and one of the following criteria are met:

- The beneficiary could not be fit with a prefabricated AFO; or
- The condition necessitating the orthosis is expected to be permanent or of longstanding duration (more than 6 months); or
- There is a need to control the knee, ankle, or foot in more than one plane: or
- The beneficiary has a documented neurological, circulatory, or orthopedic status that requires custom fabricating to prevent tissue injury; or
- The beneficiary has a healing fracture which lacks normal anatomical integrity or anthropometric proportions.

REMINDERS

Effective August 12, 2024, L1951 - Ankle Foot Orthosis (AFO), spiral, (institute of rehabilitative medicine type), plastic or other material, prefabricated, includes fitting and adjustment requires prior authorization nationwide.

Custom-Fabricated Orthoses (L1904, L1907, L1920, L1940, L1945, L1950, L1960, L1970, L1980, L1990, L2000, L2005, L2006, L2010, L2020, L2030, L2034, L2036, L2037, L2038, L2106, L2108, L2126, L2128, L4631)

There must be documentation in the supplier's records to support the medical necessity of that type of device rather than a prefabricated orthosis.

- Provide the product that is specified by the treating practitioner
- The treating practitioner's medical record justifies the need for the type of product (i.e., prefabricated versus custom fabricated)
- Bill for the HCPCS code that accurately reflects both the type of orthosis and the appropriate level of fitting
- Detailed documentation in the supplier's record that justifies the code selected

Custom-fabricated additions (L2180, L2182, L2184, L2186, L2188, L2190, L2192, L2200, L2210, L2220, L2230, L2232, L2240, L2250, L2260, L2265, L2270, L2275, L2280, L2300, L2310, L2320, L2330, L2335, L2340, L2350, L2360, L2370, L2375, L2380, L2385, L2387, L2390, L2395, L2397, L2405, L2415, L2425, L2430, L2492, L2500, L2510, L2520, L2525, L2526, L2530, L2540, L2550, L2750, L2755, L2760, L2768, L2780, L2785, L2795, L2800, L2810, L2820, L2830) are appropriate only for custom-fabricated base orthotics and should not be billed with prefabricated base orthotics.

Additions will be denied as not reasonable and necessary if either the base orthosis is not reasonable and necessary, or the specific addition is not reasonable and necessary.

Prefabricated Orthoses (L1902, L1906, L1910, L1930, L1932, L1951, L1971, L2035, L2112, L2114, L2116, L2132, L2134, L2136, L4350, L4360, L4361, L4370, L4386, L4387, L4396, L4397, L4398)

There is no physical difference between orthoses coded as custom fitted versus those coded as OTS.

The differentiating factor for proper coding is the need for "minimal self-adjustment" at the time of fitting by the beneficiary, caretaker for the beneficiary, or supplier.

This minimal self-adjustment does not require the services of a certified orthotist or an individual who has specialized training. Items requiring minimal self-adjustment are coded as OTS orthoses. For example, adjustment of straps and closures, bending or trimming for final fit or comfort (not all-inclusive) fall into this category.

Custom Fitted Orthoses (L1910, L1930, L1932, L1951, L1971, L2035, L2112, L2114, L2116, L2132, L2134, L2136, L4360, L4386, L4396)

Are coded as custom fitted and require more than minimal self-adjustment by a qualified practitioner:



- Documentation must be sufficiently detailed to include, but is not limited to, a detailed description of the modifications necessary at the time of fitting the orthosis to the beneficiary.

ONLINE RESOURCES

- **Local Coverage Determination (LCD) and Policy Articles (PAs)**
 - **JB:** <https://www.cgsmedicare.com/jb/coverage/lcdinfo.html>
 - **JC:** <https://www.cgsmedicare.com/jc/coverage/LCDinfo.html>
- **Definitions Used for Off-the-Shelf versus Custom Fitted Prefabricated Orthotics (Braces) – Correct Coding**
 - **JB:** <https://www.cgsmedicare.com/jb/pubs/news/2021/03/cope20993.html>
 - **JC:** <https://www.cgsmedicare.com/jc/pubs/news/2021/03/cope20993.html>
- **DME MAC Supplier Manual**
 - **JB:** <https://www.cgsmedicare.com/jb/pubs/index.html>
 - **JC:** <https://www.cgsmedicare.com/jc/pubs/index.html>
- **Orthoses Required Prior Authorization**
 - **JB:** https://www.cgsmedicare.com/jb/mr/orth_prior_auth.html
 - **JC:** https://www.cgsmedicare.com/jc/mr/orth_prior_auth.html
- **DMEPOS Quality Standards**
<https://www.cms.gov/Outreach-and-Education/Medicare-Learning-Network-MLN/MLNProducts/DMEPOSQuality/DMEPOSQualBooklet-905709.html>

NOTE: It is expected that the beneficiary's medical records will reflect the need for the care provided. These records are not routinely submitted to the DME MAC but must be available upon request. Therefore, while it is not a requirement, it is a recommendation that suppliers obtain and review the appropriate medical records and maintain a copy in the beneficiary's file.

DISCLAIMER

This document was prepared as an educational tool and is not intended to grant rights or impose obligations. This checklist may contain references or links to statutes, regulations, or other policy materials. The information provided is only intended to be a general summary. It is not intended to take the place of either written law or regulations. Suppliers are encouraged to consult the DME MAC Supplier Manual and the Local Coverage Determination/Policy Article for full and accurate details concerning policies and regulations.