

CMS Manual System	Department of Health & Human Services (DHHS)
Pub 100-20 One-Time Notification	Centers for Medicare & Medicaid Services (CMS)
Transmittal 11235	Date: January 27, 2022
	Change Request 12570

SUBJECT: User Change Request (UCR): Fiscal Intermediary Shared System (FISS) - Modify Access to Reason Code File Update to Allow Narrative Only Updates

I. SUMMARY OF CHANGES: This UCR is an enhancement to the FISS access to update the reason code file. The Medicare Administrative Contractors (MACs) need the ability to allow specified users to update the internal and/or external reason code narratives without also authorizing updates to other fields. This enhancement will improve MAC efficiency by allowing impacted departments to make needed reason code narrative changes.

EFFECTIVE DATE: July 1, 2022

**Unless otherwise specified, the effective date is the date of service.*

IMPLEMENTATION DATE: July 5, 2022

Disclaimer for manual changes only: The revision date and transmittal number apply only to red italicized material. Any other material was previously published and remains unchanged. However, if this revision contains a table of contents, you will receive the new/revised information only, and not the entire table of contents.

II. CHANGES IN MANUAL INSTRUCTIONS: (N/A if manual is not updated)

R=REVISED, N=NEW, D=DELETED-*Only One Per Row.*

R/N/D	CHAPTER / SECTION / SUBSECTION / TITLE
N/A	N/A

III. FUNDING:

For Medicare Administrative Contractors (MACs):

The Medicare Administrative Contractor is hereby advised that this constitutes technical direction as defined in your contract. CMS does not construe this as a change to the MAC Statement of Work. The contractor is not obligated to incur costs in excess of the amounts allotted in your contract unless and until specifically authorized by the Contracting Officer. If the contractor considers anything provided, as described above, to be outside the current scope of work, the contractor shall withhold performance on the part(s) in question and immediately notify the Contracting Officer, in writing or by e-mail, and request formal directions regarding continued performance requirements.

IV. ATTACHMENTS:

One Time Notification

Attachment - One-Time Notification

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I. GENERAL INFORMATION

A. Background: FISS controls access to file updates through the Operator Control file. Currently, if a user has update access to the reason code file, it allows the user to update all fields except change of status to deactivate the reason code. This UCR is an enhancement request to create a mechanism to authorize users to update the narrative only portion of the reason code file. This will allow Medicare Administrative Contractors (MACs) to designate users from the impacted departments, such as claims and customer service, to update the internal and external narratives.

B. Policy: This is a system enhancement that has no policy impacts.

II. BUSINESS REQUIREMENTS TABLE

"Shall" denotes a mandatory requirement, and "should" denotes an optional requirement.

Number	Requirement	Responsibility							
		A/B MAC		D M E M A C	Shared- System Maintainers				Other
		A	B		H H H	F I S S	M C S	V M S	
12570.1	FISS shall modify the Operator Control file to allow the MACs to authorize users to have update access that only allows changes to the reason code narratives.					X			
12570.1.1	FISS shall ensure that users with narrative update access can modify the internal narrative, external narrative or both the internal and external narratives.					X			
12570.1.2	FISS shall ensure that users with narrative update access cannot modify the standard narrative.					X			
12570.1.3	FISS shall ensure that users with narrative update access cannot update any other fields on the reason code file.					X			

III. PROVIDER EDUCATION TABLE

Number	Requirement	Responsibility				
		A/B MAC			D M E M A C	C E D I
		A	B	H H H		
	None					

IV. SUPPORTING INFORMATION

Section A: Recommendations and supporting information associated with listed requirements: N/A

"Should" denotes a recommendation.

X-Ref Requirement Number	Recommendations or other supporting information:

Section B: All other recommendations and supporting information: N/A

V. CONTACTS

Pre-Implementation Contact(s): Rita Hazlip, 410-786-5755 or Rita.Hazlip@cms.hhs.gov , Kay Curry, Kay.Curry@cms.hhs.gov

Post-Implementation Contact(s): Contact your Contracting Officer's Representative (COR).

VI. FUNDING

Section A: For Medicare Administrative Contractors (MACs):

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ATTACHMENTS: 0