ONCOLOGY CARE MODEL

UPDATING DATA REGISTRY PATIENTS FROM HICN TO MBI

Populating the MBI Transition Upload Template

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Introduction

A Health Insurance Claim Number (HICN) or Medicare Beneficiary Identifier (MBI) is required for each patient being reported. If a HICN is reported for a patient without an MBI, the HICN will be displayed for the patient in the Data Registry until the HICN is updated to the valid MBI for the patient. Beginning with PP4 staging and clinical data reporting, in addition to manually updating a patient from HICN to MBI, practices will have an upload option available as well. This document provides instruction to practices preparing to use the upload option to transition patients from HICN to MBI.

1.1 MBI Transition Upload Template Definition File

The 'MBI Transition Upload Template Definition' file includes the file definitions for the 'MBI Transition Upload Template'.

1.2 MBI Transition Upload Template

The Data Registry will be updated in an upcoming release to allow practices to use the 'MBI Transition Upload Template' to update patients displaying with a HICN in the Data Registry to an MBI. When a practice obtains the MBI for a patient who has previously been entered in the Data Registry with a HICN, the practice may modify the patient record to remove the HICN and add the MBI by populating the valid patient identifiers in the 'MBI Transition Upload Template' and uploading that file to the Data Registry. The HICN will no longer display in the Data Registry after the patient is transitioned to the MBI.

Note: Practices may copy HICNs and MBIs into the 'MBI Transition Upload Template' but should use the 'Paste Special' function to ensure the HICN/MBI values copy correctly. After copying the HICN/MBI values, paste the copied data into the HICN and MBI columns in the 'MBI Transition Upload Template' using Paste Special:

Right-click \ Select **Paste Special** \ Select the **Values** radio button \ Select **OK**

1.2.1 Preparing to Transition Patients to MBI

Practices may use the 'Export Patient List' functionality that is available on the Staging tab in the Data Registry to obtain a 'Patient Data Export' file. This file can be used to confirm the patients that are currently reported in the Data Registry with a HICN. These patients can be transitioned to MBI when the practice obtains the MBI for the patient. The HICN in the Data Registry for the patient (and shown in the 'Patient Data Export' file) must be the HICN populated in the 'HICN' column of the 'MBI Transition Upload Template' for the transition to be successful. Practices will add the MBI for the patient in the 'MBI' column.

Practices will be notified when the Data Registry has been updated to support uploading the 'MBI Transition Upload Template'. Once the template has been uploaded to the Data Registry and processed without errors, the patient will be displayed with the MBI instead of the HICN.

Any staging data uploaded to the Data Registry after the patient is transitioned to the MBI will need to include the MBI used to transition the patient.

Note: In the 'Patient Upload File' and the 'Patient Data Export', the MBI column is included to the left of the HICN column. If your practice plans to copy HICNs from the 'Patient Upload File' or the 'Patient Data Export' into the 'MBI Transition Upload Template', please be aware that the HICN and MBI columns in this file are not listed in the same order as they are in the 'Patient Upload File' or the 'Patient Data Export'.