CMS Manual System	Department of Health & Human Services (DHHS)
Pub 100-20 One-Time Notification	Centers for Medicare & Medicaid Services (CMS)
Transmittal 2145	Date: October 5, 2018
	Change Request 10935

SUBJECT: Shared System Enhancement 2018: Implementation of the Medicare Summary Notice (MSN) Zip Code Analyzer Tool

I. SUMMARY OF CHANGES: The Centers for Medicare & Medicaid Services is directing the Multi-Carrier System (MCS) to implement an Interactive System Productivity Facility (ISPF) based tool designed to aid the Medicare Administrative Contractors (MACs) in analyzing beneficiary MSN zip codes used in releasing claims held on the quarterly MSN hold file.

EFFECTIVE DATE: April 1, 2019
Unless otherwise specified, the effective date is the date of service.
IMPLEMENTATION DATE: April 1, 2019

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

Pub. 100-20	Transmittal: 2145	Date: October 5, 2018	Change Request: 10935

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I. GENERAL INFORMATION

A. Background: Currently, the Medicare Administrative Contractors (MACs) release beneficiary MSNs from the quarterly hold file based on historical information of how many claims were related to a particular range of zip codes. On occasion the actual number of MSN claims awaiting release by zip code range produces unexpected MSN volumes that may strain the data centers, print centers and mail processing facilities. The MSN zip code analyzer tool will allow the MACs to evaluate the impact of the zip code ranges being selected and determine an optimal zip code range selection.

The Interactive System Productivity Facility (ISPF) tool is designed to aid the MACs in analyzing beneficiary MSN zip codes used in releasing claims held on the quarterly MSN hold file. The zip code analyzer tool will allow the MACs to determine how many MSN claims and the Health Insurance Claim Number will be released based on a specific zip code range. The tool will provide the MACs the ability to control the volume of claims released through input of a starting zip code range, along with the desired number of claims to be released. The tool will provide the ending zip code range to release the number of claims specified. The benefit of using the tool is that it provides the MACs the ability to evaluate the impact of selecting zip code ranges based on actual MSN claim information.

The use of the tool is optional for the MACs. This change allows the MACs to more efficiently manage the release of the quarterly MSNs through data-driven analytics rather than relying on historical data for projecting likely MSN volumes, mitigating potential strain on the Virtual Data Center resources, as well as the MACs' print and mail operations.

B. Policy: N/A

II. BUSINESS REQUIREMENTS TABLE

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

Number	Requirement	Responsibility								
		A/B MAC			DME MAC	Shared-System Maintainers				Other
		A	B	HHH		FISS	MCS	VMS	CWF	
10935.1	The contractor shall create an ISPF based tool designed to aid the MACs in analyzing beneficiary MSN Zip Codes used in releasing claims being held on the quarterly MSN hold file.						X			

Number	Requirement	Responsibility								
		A/B MAC			D M E	Shared-System Maintainers				Other
		A	B	H H H	M A C	F I S S	M C S	V M S	C W F	
10935.1.1	The contractor shall design the new tool to allow the MAC to enter a start ZIP code and end ZIP Code, returning the number of pending MSNs associated with the ZIP Codes.						X			
10935.1.2	The contractor shall design the new tool to allow the MAC to enter a starting Zip Code and identify how many claims that should be released, identifying the ending ZIP.						X			

III. PROVIDER EDUCATION TABLE

Number	Requirement	Responsibility				
		A/B MAC			D M E	C E D I
		A	B	H H H	M A C	
	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): Rae Sprecher-Frey, 410-786-3110 or rae.sprecher-frey@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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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.

ATTACHMENTS: 0