

<b>CMS Manual System</b>	<b>Department of Health &amp; Human Services (DHHS)</b>
<b>Pub 100-20 One-Time Notification</b>	<b>Centers for Medicare &amp; Medicaid Services (CMS)</b>
<b>Transmittal 1005</b>	<b>Date: December 9, 2011</b>
	<b>Change Request 7667</b>

**SUBJECT: Implementation of the Award for the Jurisdiction F (J-F) Part A and Part B Medicare Administrative Contractor (A/B MAC) including New Workload Numbers for Alaska, Idaho, Oregon and Washington**

**I. SUMMARY OF CHANGES:** The Centers for Medicare and Medicaid Services (CMS) is required to compete the A/B MAC workloads at least once every 5 years. It recently did so for the A/B MAC jurisdiction formerly known as Jurisdiction 3 as well as for the Alaska, Idaho, Oregon and Washington workloads. These workloads shall henceforth collectively be referred to as Jurisdiction F. CMS awarded this workload to Noridian Administrative Services (NAS), the incumbent contractor for all of these workloads with the exception of Part B Idaho. The CMS has determined that it will not need to change the current Jurisdiction 3 workload numbers when this new contract is implemented on January 1, 2012. CMS will need to change the workload numbers for the Part A and Part B Alaska, Idaho, Oregon and Washington workloads. These changes are being made because CMS needs to identify each workload by state using a standardized numbering system.

**EFFECTIVE DATE: February 1, 2012**

**IMPLEMENTATION DATE: February 1, 2012**

*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/revise 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-

<b>R/N/D</b>	<b>CHAPTER / SECTION / SUBSECTION / TITLE</b>
N/A	

**III. FUNDING:**

**For Fiscal Intermediaries (FIs), Regional Home Health Intermediaries (RHHIs) and/or Carriers:**  
Funding for implementation activities will be provided to contractors through the regular budget process.

**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. ATTACHMENT:**

**One-Time Notification**

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

## Attachment – One-Time Notification

Pub. 100-20	Transmittal: 1005	Date: December 9 2011	Change Request: 7667
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**SUBJECT: Implementation of the Award for the Jurisdiction F (J-F) Part A and Part B Medicare Administrative Contractor (A/B MAC) including New Workload Numbers for Alaska, Idaho, Oregon and Washington**

**Effective Date: February 1, 2012**

**Implementation Date: February 1, 2012**

### I. GENERAL INFORMATION

#### A. Background:

The Centers for Medicare & Medicaid Services (CMS) is required to compete the A/B MAC workloads at least once every 5 years. It recently did so for the A/B MAC jurisdiction formerly known as Jurisdiction 3 as well as for the Alaska, Idaho, Oregon and Washington workloads. These workloads shall henceforth collectively be referred to as Jurisdiction F. CMS awarded this workload to Noridian Administrative Services (NAS), the incumbent contractor for all of these workloads with the exception of Part B Idaho.

The CMS has determined that it will not need to change the current Jurisdiction 3 workload numbers when this new contract is implemented on February 1, 2012. CMS will need to change the workload numbers for the Part A and Part B Alaska, Idaho, Oregon and Washington workloads. These changes are being made because CMS needs to identify each workload by state using a standardized numbering system. The workload numbers shall be changed and the Part B Idaho workload shall be transitioned to the J-F A/B MAC as indicated below.

<u>PART A</u>	<u>MAC Number.</u>	<u>Effective Dates</u>	<u>Current Contractor Number</u>
Alaska	02101	February 27, 2012	00322
Idaho	02201	February 27, 2012	00325
Oregon	02301	February 27, 2012	00325
Washington	02401	February 27, 2012	00322
<u>PART B</u>	<u>MAC Number.</u>	<u>Effective Dates</u>	<u>Current Contractor Number</u>
Alaska	02102	February 27, 2012	00831
Idaho	02202	February 01, 2012	05130
Oregon	02302	February 27, 2012	00835
Washington	02402	February 27, 2012	00836

The following applications or entities will need to accommodate the new MAC workload numbers for both testing and production:

Contractor Administrative-Budget and Cost Reporting System (CAFM),  
Comprehensive Error Rate Testing System (CERT),  
Contractor Management Information System (CMIS),  
CMS Baltimore Data Center,  
Coordination of Benefits Agreement Program (COBA),  
Contractor Reporting of Operational Workload Data System (CROWD),  
Common Working File (CWF),  
CWF ELGE  
Customer Service Assessment and Management System (CSAMS)  
Debt Collection System (DCS),  
Expert Claims Processing System (ECPS),  
Electronic Correspondence Referral System (ECRS),  
Electronic Health Records Incentive Program (EHR),  
Enterprise Data Centers (EDCs);  
Fiscal Intermediary Shared System (FISS),  
Health Care Information System (HCIS),  
Healthcare Integrated General Ledger Accounting System (HIGLAS),  
Intern and Resident Information System (IRIS)  
Local Coverage Determination (LCD) database,  
Limited On-Line Access System (LOLA),  
Medicare Secondary Payer Recovery Contractor (MSPRC),  
Multi-Carrier System (MCS)  
National Level Repository (NLR),  
National Part B Pricing Files,  
National Provider Identifier (NPI) crosswalk,  
Next Generation Desktop System (NGD),  
Quality Improvement Evaluation System (QIES, formerly known as OSCAR),  
Part B Analytics Reporting System (PBAR - formerly known as BESS),  
Physician/Supplier Overpayment Report (PSOR),  
Production Performance Monitoring System (PULSE),  
Provider Enrollment, Chain and Ownership System (PECOS),  
Provider Customer Service Program Contractor Information Database  
(PCID)  
Provider Inquiry Evaluation System (PIES),  
Program Integrity Management Reporting System (PIMR),  
Program Safeguard Contractor (PSC) or Zoned Program Integrity Contractors (ZPICs),  
Provider Overpayment Reporting System (PORS),  
Provider Statistical and Reimbursement System (PS&R),  
Recovery Audit Contractors (RAC)  
Recovery Management and Accounting System (REMAS),  
Renal Management Information System (REMIS),  
System Tracking for Audit and Reimbursement (STAR), and  
Zip Code File.

As previously indicated, Noridian Administrative Services (NAS) shall be J-F A/B MAC Contractor. Its address is:

Noridian Administrative Services, LLC  
901 42nd Street S.  
Fargo, ND 58103



Number		Responsibility								OTHER	
		A / B  M A C	D M E  M A C	F I   	C A R R I E R	R H I	Shared-System Maintainers				
							F I S S	M C S	V M S		C W F
	the transition of the Part A and Part B Alaska, Idaho, Oregon, and Washington workloads to the MAC environment. This shall include (but not be limited to) working with the outgoing legacy contractors, the FISS maintainer, the MCS maintainer, the CDS EDC, and all other entities as applicable to ensure the success of the MAC transitions.										
7667.2.1	The CDS EDC, FISS and MCS shall provide all of the support necessary to successfully transition the Part A and Part B Alaska, Idaho, Oregon, and Washington workloads to the J-F A/B MAC, including (but not limited to) production support, testing, and coordination.						X	X			CDS EDC
7667.2.2	The workload numbers for the Part A Alaska, Idaho, Oregon and Washington workloads and for the Part B Alaska, Oregon and Washington workloads shall be changed to the appropriate MAC workload number in accordance with the numbering and effective dates in the background section of this Change Request (CR).						X	X			CDS EDC, J-F A/B MAC
7667.2.3	All shared systems and applications listed in the background section of this CR shall accept the newly assigned J-F A/B MAC workload numbers as of the effective date listed in the Background section of this CR for each of them.						X	X	X		All shared systems and applications listed in the background section of this CR
7667.2.4	FISS and MCS shall supply the software needed to change the legacy workload numbers to the new MAC workload numbers in accordance with 7667.2.2						X	X			
7667.3	FISS shall use rollup number 02001 to process claims in the Part A CICS production region and the corresponding UAT region shared by						X				

Number		Responsibility									
		A / B  M A C	D M E  M A C	F I  M A C	C A R R I E R	R H I	Shared-System Maintainers				OTHER
							F I S S	M C S	V M S	C W F	
	Part A Alaska, Part A Idaho, Part A Oregon and Part A Washington.										
7667.3.1	FISS currently produces financial reports for CICS regions with multiple workloads using a rollup number. CMS shall accommodate such reporting.										CMS Office of Financial Management (OFM)
7667.4	The CDS EDC, the J-F A/B MAC, CWF, FISS, and the Medicare applications or entities listed in the background section of this CR shall perform the modifications needed to accommodate the new MAC workload numbers of 02101 (Part A Alaska), 02201 (Part A Idaho), 02301 (Part A Oregon) and 02401 (Part A Washington).						X			X	J-F A/B MAC, CDS EDC, All Medicare applications or entities listed in background section.
7667.4.1	The J-F A/B MAC, FISS, CWF, PECOS, and all entities listed in this CR shall associate all providers with a Business Segment Indicator (BSI) of AKA whose claims are currently processed under contractor workload number 00322 with MAC workload number 02101 (Part A Alaska) as of the effective date of that workload's MAC transition.						X			X	J-F A/B MAC, CDS EDC, PECOS All Medicare applications or entities listed in background section.
7667.4.1.1	The J-F A/B MAC, FISS, CWF, PECOS, and all entities listed in this CR shall associate all providers with a BSI of WAA whose claims are currently processed under contractor workload number 00322 with MAC workload number 02401 (Part A Washington) as of the effective date of that workload's MAC transition.						X			X	J-F A/B MAC, CDS EDC, PECOS All Medicare applications or entities listed in background section.
7667.4.1.2	The J-F A/B MAC, FISS, CWF, PECOS, and all other entities listed in this CR shall associate the providers with a BSI other than AKA or WAA whose claims are currently processed under contractor workload number 00322 with MAC workload						X			X	J-F A/B MAC, CDS EDC, PECOS All Medicare applications or entities listed in background section.

Number		Responsibility									
		A / B  M A C	D M E  M A C	F I  M A C	C A R R I E R	R H H I	Shared-System Maintainers				OTHER
							F I S S	M C S	V M S	C W F	
	number 02401 as of the effective date of that workload’s MAC transition. (NAS has indicated that there should not be any providers within workload 00322 associated with a BSI other than those belonging to AKA or WAA.)										
7667.4.1.3	<p>No later than eight weeks prior to the effective date of the Part A Alaska and Part A Washington MAC transition, the J-F A/B MAC, in consultation with the legacy contractor, shall send the following CMS shared systems and application business owners and contacts an Excel spreadsheet listing the providers whose claims will be processed using MAC Workload Number 02101 and those whose claims will be processed using MAC Workload Number 02401. The Excel spreadsheet shall be created in accordance with 7667.4.1.4.</p> <p>The aforementioned spreadsheet shall be sent to the CMS FISS business owner (<a href="mailto:Robert.Bandzwolek@cms.hhs.gov">Robert.Bandzwolek@cms.hhs.gov</a>),</p> <p>the CMS CERT business owner (<a href="mailto:Jill.Nicolaisen@cms.hhs.gov">Jill.Nicolaisen@cms.hhs.gov</a> and <a href="mailto:Jenifer.Dupree@cms.hhs.gov">Jenifer.Dupree@cms.hhs.gov</a>),</p> <p>the CMS STAR business owner (<a href="mailto:John.Stewart@cms.hhs.gov">John.Stewart@cms.hhs.gov</a>),</p> <p>the CMS RAC business owner (<a href="mailto:Connie.Leonard@cms.hhs.gov">Connie.Leonard@cms.hhs.gov</a>),</p> <p>the CMS CWF business owner (<a href="mailto:fed_cwf@cms.hhs.gov">fed_cwf@cms.hhs.gov</a>),</p> <p>and the CMS PSC-ZPIC business owner (<a href="mailto:John.Stewart@cms.hhs.gov">John.Stewart@cms.hhs.gov</a>).</p>					X			X	J-F A/B MAC, CERT, STAR, RAC, PSC/ZPIC	



Number		Responsibility									
		A / B  M A C	D M E  M A C	F I  M A C	C A R R I E R	R H I	Shared-System Maintainers				OTHER
							F I S S	M C S	V M S	C W F	
7667.4.1.4	The Excel spreadsheet shall be in the following format: the Provider Transaction Access Number (PTAN), current legacy workload number, projected MAC workload number.										J-F A/B MAC
7667.4.2	The J-F A/B MAC, FISS, CWF, PECOS, and all entities listed in this CR shall associate all providers with a BSI of IDA whose claims are currently processed under contractor workload number 00325 with MAC workload number 02201 (Part A Idaho) as of the effective date of that workload's MAC transition.						X			X	J-F A/B MAC, CDS EDC, PECOS All Medicare applications or entities listed in background section.
7667.4.2.1	The J-F A/B MAC, FISS, CWF, PECOS, and all entities listed in this CR shall associate all providers with a BSI of ORA whose claims are currently processed under contractor workload number 00325 with MAC workload number 02301 (Part A Oregon) as of the effective date of that workload's MAC transition.						X			X	J-F A/B MAC, CDS EDC, PECOS All Medicare applications or entities listed in background section.
7667.4.2.2	The J-F A/B MAC, FISS, CWF, PECOS, and all other entities listed in this CR shall associate the providers with a BSI other than IDA or ORA whose claims are currently processed under contractor workload number 00325 with MAC workload number 02201 as of the effective date of that workload's MAC transition. (NAS has indicated that there should not be any providers within workload 00325 associated with a BSI other than those belonging to IDA or ORA.)						X			X	J-F A/B MAC, CDS EDC, PECOS All Medicare applications or entities listed in background section.
7667.4.2.3	No later than eight weeks prior to the effective date of the Part A Idaho and Part A Oregon MAC transition, the J-F A/B MAC, in consultation with the legacy contractor, shall send the CMS shared systems and application business owners and contacts listed						X			X	J-F A/B MAC, CERT, STAR, RAC, PSC/ZPIC



Number		Responsibility									
		A / B  M A C	D M E  M A C	F I  M A C	C A R R I E R	R H I	Shared-System Maintainers				OTHER
							F I S S	M C S	V M S	C W F	
7667.5.2.2	CGS, the legacy contractor for the Part B Idaho region, shall work with the J-F A/B MAC, the MCS maintainer, the CDS EDC, and all other entities as necessary to ensure the success of the transition of the Part B Idaho workload to the J-F A/B MAC's environment.							X			
7667.5.2.3	CGS shall turn over to the J-F A/B MAC control of its Part B Idaho user acceptance testing (UAT) region at a mutually agreeable time, but no later than January 6, 2012. The Part B UAT region shall be utilized by the J-F A/B MAC, MCS and the CDS EDC to facilitate the transition to the Part B Idaho MAC workload number (02202).										J-F A/B MAC, CGS, CDS EDC
7667.5.2.3 .1	CGS shall provide the J-F A/B MAC with the information and documentation it needs to process claims utilizing the current CGS locations, edits, audits, SCF and all other parameters with the current CGS Part B Idaho CICS region.										CGS
7667.5.3	The J-F A/B MAC, MCS, CWF, PECOS, and all entities listed in this CR shall associate all providers whose claims are currently processed under contractor workload number 00835 (Part B Oregon) with MAC workload number 02302 as of the effective date of that workload's MAC transition.							X		X	J-F A/B MAC, PECOS and the entities or applications listed in the background section of this CR
7667.5.4	The J-F A/B MAC, MCS, CWF, PECOS, and all entities listed in this CR shall associate all providers whose claims are currently processed under contractor workload number 00836 (Part B Washington) with MAC workload number 02402 as of the effective date of that workload's MAC transition.							X		X	J-F A/B MAC, PECOS and the entities or applications listed in the Background section of this CR





Number		Responsibility								OTHER	
		A / B	D M E	F I	C A R R I E R	R H I	Shared-System Maintainers				
							F I S S	M C S	V M S		C W F
	<p>CMS for the dropping of OSA transactions for the (insert Part A or Part B State or States being transitioned) that are being transitioned to the J-F A/B MAC. The Drop Date should be Monday (insert first day of the week prior to the transition weekend, including the month, the day, and the year).</p> <p>Cutover weekend for this workload is (insert Month, Day – if multiple days list all) and the first shared system batch cycle is scheduled for (insert the effective date of the transition including the day of the week, the month, the day and the year). Therefore, the OSA Restart Date should be (insert Month, Day and Year).</p> <p>The last cycle at the outgoing contractor will be sent to the CWF host on (insert Month, Day and Year). This last file received will be returned to the outgoing contractor.</p> <p>The first cycle at the new contractor will be sent to the CWF Host on (insert Month, Day and Year). The first file received will be returned to the new contractor.”</p>										
7667.9	<p>FISS, MCS, CWF, the J-F A/B MAC, and the Medicare shared systems, applications or entities listed in the CR shall be able to implement the new MAC workload numbers by the effective date listed in this CR for that workload for the purpose of ongoing production. In the event the transition needs to be delayed, these applications shall be able to accommodate the delay within five business days of receiving</p>						X	X		X	<p>J-F A/B MAC, all shared systems, entities or applications listed in this CR</p>



Number		Responsibility									
		A / B  M A C	D M E  M A C	F I  M A C	C A R R I E R	R H I	Shared-System Maintainers				OTHER
							F I S S	M C S	V M S	C W F	
	necessary) to reflect the new MAC workload numbers.										
7667.17	The CMS Debt Collection System (DCS) shall be modified (as necessary) to reflect the new MAC workload numbers.										DCS
7667.18	The J-F A/B MAC shall manually adjust the DCS to reflect those providers whose contractor workload number has been changed. This is necessary because if this change is not made, any updates (collection or recall) would be sent to the original contractor workload number.										J-F A/B MAC
7667.19	ECRS shall be modified (as necessary) to reflect the new MAC workload numbers.										ECRS
7667.20	The NPI Crosswalk Contractor shall modify the system to accept the new MAC workload numbers.										NPI Crosswalk Contractor
7667.21	The contractors currently processing the workloads covered by this CR, the J-F A/B MAC, and the CDS EDC shall work together to contact the CMS Baltimore data center ( <a href="mailto:Donald.Dimitriou@cms.hhs.gov">Donald.Dimitriou@cms.hhs.gov</a> ) to set up file transfer protocols (where necessary) in accordance with the CMS Enterprise File Transfer (EFT) Infrastructure standard so that crosswalk files can be received by the new MAC workload numbers. When this file transfer process is in place, the contractors currently processing the workloads covered by this CR shall send in a complete master provider file containing the new MAC workload numbers to the NPI crosswalk. The NPI crosswalk shall send back a file with the NPI to legacy crosswalk. Then daily files shall be sent and returned. The contractor using the new number shall also set up file transfers to send			X	X						J-F A/B MAC, CDS EDC, CMS









Number		Responsibility								OTHER	
		A / B	D M E	F I	C A R R I E R	R H I	Shared-System Maintainers				
							F I S S	M C S	V M S		C W F
7667.36.4	<p>Approximately seven weeks prior to the Part A Alaska and Washington transition effective date, DPFS (PECOS) shall provide the J-F A/B MAC transition coordinator (<a href="mailto:Nancy.Kaspari@noridian.com">Nancy.Kaspari@noridian.com</a>) and the CMS implementation lead (<a href="mailto:James.Massa@cms.hhs.gov">James.Massa@cms.hhs.gov</a>) with a spreadsheet listing all enrollment records in PECOS associated with the contractor workload number of 00322. These enrollment records will need to be allocated to the corresponding MAC workload numbers of 02101 (Part A Alaska) and 02401 (Part A Washington) as per 7667.4.1.1 and 4.1.2</p> <p>The J-F A/B MAC shall complete the spreadsheet and return it to the PECOS system maintainers <a href="mailto:Jessica.Hoffman@cms.hhs.gov">Jessica.Hoffman@cms.hhs.gov</a> and <a href="mailto:Meena.Patal@cms.hhs.gov">Meena.Patal@cms.hhs.gov</a>. The spreadsheet must be received by Jessica Hoffman and Meena Patel within 2 weeks of its receipt by the MAC.</p> <p>PECOS shall use the returned spreadsheet to transfer records from the old contractor ID to the corresponding new contractor ID.</p>									PECOS, J-F A/B MAC	
7667.36.5	<p>Approximately seven weeks prior to the Part A Oregon and Part A Idaho transition effective date, DPFS (PECOS) shall provide the J-F A/B MAC transition coordinator (<a href="mailto:MARIANNE.DOUCETTE@palmettogba.com">MARIANNE.DOUCETTE@palmettogba.com</a>) and the CMS implementation lead (<a href="mailto:Sandra.Brown@cms.hhs.gov">Sandra.Brown@cms.hhs.gov</a>) with a spreadsheet listing all enrollment records in PECOS associated with the contractor workload number of</p>									PECOS, J-F A/B MAC	







### III. PROVIDER EDUCATION TABLE

Number	Requirement	Responsibility									
		A / B  M A C	D M M A C	F I  I E R	C A R I E R	R H H I	Shared-System Maintainers				OTHER
						F I S S	M C S	V M S	C W F		
7667.54	Both the legacy contractors and the J-F A/B MAC shall post this entire instruction, or a direct link to this instruction, on their Web sites and include information about it in a listserv message within 1 week of the release of this instruction. In addition, the entire instruction must be included in the Contractors next regularly scheduled bulletin. Contractors are free to supplement it with localized information that would benefit their provider community in billing and administering the Medicare program correctly.										J-F A/B MAC, CGS
7667.55	Following the finalization of the J-F A/B MAC award, the contractors currently processing the workloads referred to in this CR, as well as the J-F A/B MAC, shall prepare an article explaining the MAC workload number changes for the workloads they currently process. Following approval of this article by the CMS J-F A/B MAC Project Officer (James.Massa@cms.hhs.gov) each contractor shall post this article, or a direct link to this article, on its Web site and include information about it in a listserv message as soon as possible but no later than 30 days prior to the effective date of applicable workload transition. Once the article is posted, it shall be included in the contractor's next										J-F A/B MAC, CGS



Number	Requirement	Responsibility									
		A	D	F	C	R	Shared-System Maintainers				OTHER
		/	M	I	A	H					
		B	E		R	H					
					R	I					
		M	M		I		F	M	V	C	
		A	A		E		I	C	M	W	
		C	C		R		S	S	S	F	
	regularly scheduled bulletin.										

#### IV. SUPPORTING INFORMATION

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

X-Ref Requirement Number	Recommendations or other supporting information:

**B. All other recommendations and supporting information: N/A**

#### V. CONTACTS

**Pre-Implementation Contact(s):** [Scott.Levine@cms.hhs.gov](mailto:Scott.Levine@cms.hhs.gov); [James.Massa@cms.hhs.gov](mailto:James.Massa@cms.hhs.gov); [Shawna.Stuhr@cms.hhs.gov](mailto:Shawna.Stuhr@cms.hhs.gov)

**Post-Implementation Contact(s):** [Scott.Levine@cms.hhs.gov](mailto:Scott.Levine@cms.hhs.gov); [James.Massa@cms.hhs.gov](mailto:James.Massa@cms.hhs.gov); [Shawna.Stuhr@cms.hhs.gov](mailto:Shawna.Stuhr@cms.hhs.gov)

#### VI. FUNDING

**A. Fiscal Intermediaries and Carriers:**

Funding for implementation activities will be provided to contractors through the regular budget process.

**B. 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.