| CMS Manual System | Department of Health & Human Services (DHHS |
|--|---|
| Pub 100-06 Medicare Financial Management | Centers for Medicare & Medicaid Services (CMS) |
| Transmittal 122 | Date: MAY 25, 2007 |
| | Change Request 5570 |

SUBJECT: CMS Reporting Requirements With the Exception of MSP for Unsolicited/Voluntary Refunds

I. SUMMARY OF CHANGES: This instruction exempts MSP from the voluntary refund reporting requirements, and contractors can now submit reports on an as needed basis.

NEW / REVISED MATERIAL

EFFECTIVE DATE: *June 25, 2007

IMPLEMENTATION DATE: June 25, 2007

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 | | | | | | | |
|-------|--|--|--|--|--|--|--|--|
| R | 5/Table of Contents | | | | | | | |
| R | 5/410.7/CMS Reporting Requirements With the Exception of MSP | | | | | | | |

III. FUNDING:

No additional funding will be provided by CMS; Contractor activities are to be carried out within their FY 2007 operating budgets.

IV. ATTACHMENTS:

Business Requirements

Manual Instruction

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

Attachment - Business Requirements

 Pub. 100-06
 Transmittal: 122
 Date: May 25, 2007
 Change Request: 5570

SUBJECT: CMS Reporting Requirements With the Exception of MSP for Unsolicited/Voluntary Refunds

Effective Date: June 25, 2007

Implementation Date: June 25, 2007

I. GENERAL INFORMATION

A. Background: This instruction exempts MSP from the voluntary refund reporting requirements, and contractors can now submit reports on an as needed basis to CMS.

B. Policy: N/A

II. BUSINESS REQUIREMENTS TABLE

Use "Shall" to denote a mandatory requirement

| Number | Requirement | Responsibility (place an "X" in each applicable column) | | | | | | | | | | |
|--------|--|---|---|---|---|---|---|-------------|------|------------|----|-------|
| | | A | D | F | С | D | R | Sh | arec | 1 - | | OTHER |
| | | / | M | Ι | A | M | Н | Sy | sten | n | | |
| | | В | Е | | R | Е | Н | Maintainers | | | i. | |
| | | | | | R | R | I | F | M | V | C | |
| | | M | M | | I | C | | I | C | M | W | |
| | | A | A | | E | | | S | S | S | F | |
| | | C | C | | R | | | S | | | | |
| 5570.1 | Contractors are exempt from including MSP unsolicited/voluntary refunds in their unsolicited/voluntary refunds reports. However, contractors shall not make any system changes to exclude MSP, if the system already includes MSP in the reporting based on compliance with the previous instructions. | X | X | X | X | X | X | | | | | |
| 5570.2 | The reports can continue to be run on a quarterly basis but contractors shall only submit reports to CMS when requested. | X | X | X | X | X | X | | | | | |

III. PROVIDER EDUCATION TABLE

| Number | Requirement | Responsibility (place an "X" in each applicable column) | | | | | | | | |
|--------|-------------|---|--------|---|---|---|---|----------|-------|--|
| | | A | D | F | C | D | R | Shared- | OTHER | |
| | | / | MIAMHS | | | | | <i>J</i> | | |
| | | B E R E H Maintainers | | | | | | | | |

| | | | | F I S | M C S | V M S | C W F | |
|------|--|--|--|-------------|-------------|-------------|-------------|--|
| | | | | 2 | | | | |
| None | | | | | | | | |

IV. SUPPORTING INFORMATION

A. For any recommendations and supporting information associated with listed requirements, use the box below:

Use "Should" to denote a recommendation.

| X-Ref | Recommendations or other supporting information: |
|-----------|--|
| Requireme | |
| nt | |
| Number | |
| | N/A |

B. For all other recommendations and supporting information, use the space below:

V. CONTACTS

Pre-Implementation Contact(s): Kimberly Downin, Kimberly.Downin@cms.hhs.gov

Post-Implementation Contact(s): Kimberly Downin, Kimberly.Downin@cms.hhs.gov

VI. FUNDING

A. For TITLE XVIII Contractors, use only one of the following statements:

No additional funding will be provided by CMS; contractor activities are to be carried out within their FY 2007 operating budgets.

B. For Medicare Administrative Contractors (MAC), use only one of the following statements:

The contractor is hereby advised that this constitutes technical direction as defined in your contract. We do not construe this as a change to the Statement of Work (SOW). The contractor is not obligated to incur costs in excess of the amounts specified 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.

Medicare Financial Management Manual Chapter 5 - Financial Reporting

Table of Contents (*Rev.122*, 05-25-07)

410.7 – CMS Reporting Requirements With the Exception of MSP

410.7 - CMS Reporting Requirements With the Exception of MSP

(Rev. 122, Issued: 05-25-07, Effective: 06-25-07, Implementation: 06-25-07)

Contractors are exempt from including MSP unsolicited/voluntary refunds in their unsolicited/voluntary refund reports. Contractors shall not make any system changes to exclude MSP if the system already includes MSP in the reporting based on compliance with the previous instructions.

With the exception noted above contractors shall report, in the provided Exhibit 2 format, the receipt of all unsolicited/voluntary refund checks from providers/physicians/suppliers. The reports may be run quarterly but contractors shall only submit reports to CMS when requested. All contractors shall be required to submit a "negative" report, when reports are requested, even if they have a \$0 dollar reporting.

NOTE: HIGLAS will supply a report upon user request.