

<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 1458</b>	<b>Date: January 30, 2015</b>
	<b>Change Request 9029</b>

**SUBJECT: Fee for Service Beneficiary Data Streamlining (FFS BDS) Phase II Beneficiary Address Analysis and Design**

**I. SUMMARY OF CHANGES:** This Change Request (CR) is a request for the Shared System Maintainers (SSMs) to perform detail analysis and design, to consolidate and access the beneficiary's temporary address information at the Common Working File (CWF).

Cross reference CRs 7548, 7611, 7712, 7895, 8091, 8285, 8603, 8677, 8681 and 8915.

**EFFECTIVE DATE: July 1, 2015**

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

**IMPLEMENTATION DATE: July 6, 2015**

*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.

<b>R/N/D</b>	<b>CHAPTER / SECTION / SUBSECTION / TITLE</b>
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:** Beneficiary eligibility encompasses Medicare data and business logic within the Medicare FFS environment that is accessed multiple times by multiple stakeholders throughout a claim's lifecycle. Beneficiary eligibility is checked at a minimum:

- By FFS Shared System (SS) prior to processing the claim using local files.
- By the Common Working File (CWF) system prior to determining utilization of benefits.

In June 2011, at the request of senior CMS officials, the three shared system maintainers, HPES (MCS and FISS), GDIT (VMS) and Acentia (CWF) conducted a summit with CMS management representing a number of operating divisions. The maintainers collaborated to present numerous improvement ideas, with the end goal of finding efficiencies that will enable CMS to get the greatest benefit from the programming hours contracted each quarter.

One of the improvement ideas put forward was the development and use of a common eligibility service that would occur earlier in the claims lifecycle than the current CWF eligibility check. The maintainers proposed to consolidate the FFS eligibility functionality (currently residing in 4 different systems) into one shared service, accessible at the beginning of the claims adjudication process. This new service will be used by all 4 systems to eliminate duplicate or unnecessary processing.

As part of this CR, the SSMs shall perform detail analysis and design to consolidate and access the beneficiary's temporary address information at CWF.

**B. Policy:** There is no policy change associated with this CR.

## II. BUSINESS REQUIREMENTS TABLE

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

Number	Requirement	Responsibility									
		A/B MAC			D M E	Shared- System Maintainers				Other	
		A	B	H H H		F M V C	M I C M W	V S S F			
9029.1	Contractors shall perform detail analysis and design to consolidate the beneficiary permanent and temporary address at CWF. The design should address the					X	X	X	X		

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	C W F	
	following as well as individual system changes required at each maintainer: <ol style="list-style-type: none"> <li>Moving the maintenance of beneficiary temporary address data from shared systems to CWF</li> <li>Address Parsing using COTS FINALIST</li> <li>Access to the CWF consolidated address via online and batch for base and non-base jobs</li> <li>Implementation plan</li> </ol>									
9029.1.1	Data shall be provided in Excel or Word format to CWF and CMS and is due no later than Friday, April 3, 2015.					X	X	X		
9029.2	Contractors shall attend two (2) conference calls with CMS to discuss the beneficiary address design document and to address any questions or issues.	X	X	X	X	X	X	X	X	STC, VDCs
9029.2.1	Contractors shall attend two (2) additional conference calls with CMS to discuss the beneficiary address design document and to address any questions or issues.					X	X	X	X	STC, VDCs

### 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.*

<b>X-Ref Requirement Number</b>	<b>Recommendations or other supporting information:</b>
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**Section B: All other recommendations and supporting information: N/A**

## **V. CONTACTS**

**Pre-Implementation Contact(s):** Richard Kociszewski, 410-786-7615 or Richard.Kociszewski@cms.hhs.gov , Sylvia Sampson, 410-786-6153 or Sylvia.Sampson@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**