CMS Manual System	Department of Health & Human Services (DHHS)
Pub 100-20 One-Time Notification	Centers for Medicare & Medicaid Services (CMS)
Transmittal 338	**Date: MAY 2, 2008**
	Change Request 5927

We are correcting Transmittal 338, issued on May 2, 2008, to revise Business Requirements 5927.3, 5927.4 and 5927.5. All other information remains the same.

SUBJECT: Shared Systems Active and Non-Active Edits/Reason Codes and Audit Trail Reporting

I. SUMMARY OF CHANGES: The purpose of this Change Request is to revise the responsibility of the shared system maintainers to track all system edits, audits and reason codes, and audit trail reporting.

NEW / REVISED MATERIAL
EFFECTIVE DATE: *July 1, 2008
IMPLEMENTATION DATE: July 7, 2008

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	

III. FUNDING:
SECTION A: For Fiscal Intermediaries and Carriers:
No additional funding will be provided by CMS; Contractor activities are to be carried out within their operating budgets.

SECTION B: 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

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

Attachment – One-Time Notification

We are correcting Transmittal 338, issued on May 2, 2008, to revise the Business Requirements 5927.3, 5927.4 and 5927.5. All other information remains the same.

Pub. 100-20	Transmittal: 338	Date: May 2, 2008	Change Request: 5927

SUBJECT: Shared Systems Active and Non-Active Edits/Reason Codes and Audit Trail Reporting

Effective Date: July 1, 2008

Implementation Date: July 7, 2008

I.   GENERAL INFORMATION

A.   Background: The Centers for Medicare & Medicaid Services (CMS) has established a goal to eliminate the material weaknesses noted in Medicare electronic data processing standards as documented in the Department of Health and Human Services' Office of the Inspector General Report on the Financial Statement Audit of CMS for Fiscal Year 2004. As a result, CMS has solicited the assistance of Carriers, FIs, DME MACs and A/B MACs, in an effort to eliminate the lack of consistent and effective application security, program change controls, and to restore system integrity to the shared systems.

As part of the Corrective Action Plan (CAP), CMS established Edits Evaluation Workgroups to review CMS' coded shared system edits that contractors have inactivated prior to October 1, 2005, (CMS' Change Request (CR) 3862 Business Requirement Number 3862.3.2). In that endeavor, CMS Central Office, Regional Office, Carriers, FIs and A/B MACs identified the inventory of contractor inactive edits, documenting the reasons why the edits are turned off and making a decision as to whether the edits should remain inactive, or be reactivated.

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/B MAC	DME MAC	FI	CARRIER	RHHI	Shared-System Maintainers				OTHER
							FISS	MCS	VMS	CWF	
5927.1	Shared System Maintainers shall develop audit reports to track maintainer programmed active/inactive edits/reason codes.						X	X	X		
5927.1.1	Shared System Maintainers shall develop a report of the maintainer programmed active/inactive edits/reason codes.						X	X	X		
5927.1.1.1	FISS and VMS shall develop a report in the format of						X		X		

Number	Requirement	A/B MAC	DME MAC	FI	CARRIER	RHHI	Shared-System Maintainers				OTHER
							FISS	MCS	VMS	CWF	
	Attachment A; of the maintainer programmed active/inactive edits/reason codes.										
5927.1.1.2	MCS shall develop a report in the format of Attachment C; of the maintainer programmed active/inactive edits/audits codes for all regions.							X			
5927.1.2	Shared System Maintainers shall develop a subsequent report in the format of Attachment B (FISS and VMS) and Attachment D (MCS).						X	X	X		
5927.1.2.1	FISS and VMS shall include the maintainer programmed active/inactive edits/reason codes that do not match the CMS Standard on the report in Attachment B.						X		X		
5927.1.2.2	FISS and VMS shall include the maintainer programmed active/inactive edits/reason codes that have changed within the previous quarter on the report in Attachment B.						X		X		
5927.1.2.3	MCS shall include the maintainer programmed active/inactive edits/audits codes that do not match the CMS Standard for any region on the report in Attachment D.							X			
5927.1.2.4	MCS shall include the maintainer programmed active/inactive edits/audits codes that have changed for any region within the previous quarter on the report in Attachment D.							X			
5927.1.3	The Shared System Maintainers shall ensure that the report contains edits/reason codes that have been added, deleted and/or updated.						X	X	X		
5927.1.4	The Shared System Maintainers shall ensure that the report contains the current status and the previous status.						X	X	X		
5927.1.5	The Shared System Maintainers shall ensure that the report contains information identifying each edit/audit/reason code that was changed by an individual (User Id/RACF Id), a CMS Change Request or a User Change Request.						X	X	X		
5927.2	Contractors and the Shared System Maintainers shall ensure that the report is produced quarterly and sent to CMS LeeAnn Crochunis, Director, Division of Performance Assessment Mail Stop S1-14-17, and John Evangelist, Director, Division of Testing and Reporting Mail Stop N2-13-16.	X	X	X	X	X	X	X	X		EDCs CDCs
5927.2.1	Contractors shall run the report within15 days after the quarterly release implementation date.	X	X	X	X	X					EDCs CDCs

Number	Requirement	A/B MAC	DME MAC	FI	CARRIER	RHHI	FISS	MCS	VMS	CWF	OTHER
							Shared-System Maintainers				
5927.2.2	Contractors shall ensure that the report is produced quarterly and sent to CMS within 30 working days after release implementation.	X	X	X	X	X					EDCs CDCs
5927.2.3	Contractors and the Shared System Maintainer shall send the report to CMS in a portable document format (PDF) on a compact disc (CD) via regular mail.	X	X	X	X	X	X	X	X		EDCs CDCs
5927.3	Part B Carriers/AB MACs shall use JSM 08263 dated April 9, 2008, as a basis for this starting point.	X			X						
5927.4	DME MACs shall use JSM 08302 dated May 8, 2008, as a basis for this starting point.		X								
5927.5	Part A FIs/AB MACs shall use JSM 08314 dated May 29, 2008, as a basis for this starting point.	X		X		X					
5927.6	The Shared System Maintainers shall develop and maintain an excel spreadsheet of maintainer programmed edits/audits/reason codes.						X	X	X		
5927.6.1	The Shared System Maintainers shall update the spreadsheet with each quarterly release which reflects how each edits/audits/reason codes should be set per CMS instruction such as CR or JSM/TDL.						X	X	X		
5927.6.2	The Shared System Maintainers shall send the report via email to LeeAnn Crochunis at LeeAnn.Crochunis@cms.hhs.gov, and John Evangelist at John.Evangelist@cms.hhs.gov.						X	X	X		

III.   PROVIDER EDUCATION TABLE

Number	Requirement	A/B MAC	DME MAC	FI	CARRIER	RHHI	FISS	MCS	VMS	CWF	OTHER
							Shared-System Maintainers				
	None										

IV.   SUPPORTING INFORMATION

Section A: For any recommendations and supporting information associated with listed requirements, use the box below:
Use "Should" to denote a recommendation.

X-Ref Requirement Number	Recommendations or other supporting information:
5927.1	The report should contain the Edit/Audit/Reason Code Numbers, Current Status, Previous Status,

X-Ref Requirement Number	Recommendations or other supporting information:
	Maintenance Date, User Id/Change Request Number.

Section B: For all other recommendations and supporting information, use this space:

V. CONTACTS

Pre-Implementation Contact(s): Sylvia.Sampson@cms.hhs.gov

Post-Implementation Contact(s): Appropriate Regional Office

VI. FUNDING
Section A: For *Fiscal Intermediaries (FIs), Carriers, and Regional Home Health Carriers (RHHIs)***:**

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

Section B: *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.

Attachment A
Data Elements
FISS & VMS

Data Element	Description	Field Length
Report: XXXXXXXX	This field identifies the report number assigned/created by the Shared System Maintainer	This is a eight-digit alpha-numeric field
Medicare Part X	This field identifies which shared system is running the report	This is a one-digit alpha field
Page Number	This field identifies the specific page number of the report	This is a five-digit alpha field
Date	This field identifies the date the report was produced.	This is an eight-position alpha-numeric field in MM/DD/YY format
ALL EDITS/REASON CODES	The field identifies the type of report produced – All Edits/Reason Codes report is the complete list of maintainer programmed edits/reason codes	
Contractor ID Number	This field identifies the contractor number identifying the Carrier, A/B MAC, DME MAC or Intermediary	This is a five-digit alpha-numeric field
Edit Code	This field identifies a specific edit/reason code	This is a five-digit alpha-numeric field
CMS Standard	This field identifies the current CMS standard for the edit/reason code (valid values Active or Inactive)	This is a eight-digit alpha-numeric field
Current EMC	This field identifies the current electronic media claims (EMC) status of the edit/reason code (valid values Active or Inactive)	This is a eight-digit alpha-numeric field
Current HC	This field identifies the current hardcopy status of the edit/reason code (valid values Active or Inactive)	This is a eight-digit alpha-numeric field
Previous EMC	This field identifies the previous status of the electronic media claims (EMC) edit/reason code, each iteration of the changes should be displayed from the previous quarter (valid values Active or Inactive)	This is a eight-digit alpha-numeric field
Previous HC	This field identifies the previous status of the hardcopy edit/reason code, each iteration of the changes from the previous quarter (valid values Active or Inactive)	This is a eight-digit alpha-numeric field
Operator ID	This field identifies the Operator ID of the CMS CR, User CR or User ID that added, updated or changed this edit/reason code	This is a fifteen-digit alpha-numeric field
Maintenance Date	This field identifies the date on which this edit/reason code status was changed	This is an eight-position alpha-numeric field in MM/DD/YY format

Attachment A
Report Layout
FISS & VMS

EDIT CODE	CMS STANDARD	CURRENT EMC	CURRENT HC	PREVIOUS EMC	PREVIOUS HC	OPER ID	MAINT DATE
XXXXX	XXXXXXXX	XXXXXXXX	XXXXXXXX	XXXXXXXX	XXXXXXXX	XXXXXXXXXXXXXXX	99/99/99
XXXXX	XXXXXXXX	XXXXXXXX	XXXXXXXX	XXXXXXXX	XXXXXXXX	XXXXXXXXXXXXXXX	99/99/99
				XXXXXXXX	XXXXXXXX	XXXXXXXXXXXXXXX	99/99/99
XXXXX	XXXXXXXX	XXXXXXXX	XXXXXXXX	XXXXXXXX	XXXXXXXX	XXXXXXXXXXXXXXX	99/99/99
				XXXXXXXX	XXXXXXXX	XXXXXXXXXXXXXXX	99/99/99
				XXXXXXXX	XXXXXXXX	XXXXXXXXXXXXXXX	99/99/99
XXXXX	XXXXXXXX	XXXXXXXX	XXXXXXXX	XXXXXXXX	XXXXXXXX	XXXXXXXXXXXXXXX	99/99/99
				XXXXXXXX	XXXXXXXX	XXXXXXXXXXXXXXX	99/99/99
				XXXXXXXX	XXXXXXXX	XXXXXXXXXXXXXXX	99/99/99
				XXXXXXXX	XXXXXXXX	XXXXXXXXXXXXXXX	99/99/99
				XXXXXXXX	XXXXXXXX	XXXXXXXXXXXXXXX	99/99/99
XXXXX	XXXXXXXX	XXXXXXXX	XXXXXXXX	XXXXXXXX	XXXXXXXX	XXXXXXXXXXXXXXX	99/99/99
				XXXXXXXX	XXXXXXXX	XXXXXXXXXXXXXXX	99/99/99
				XXXXXXXX	XXXXXXXX	XXXXXXXXXXXXXXX	99/99/99
XXXXX	XXXXXXXX	XXXXXXXX	XXXXXXXX	XXXXXXXX	XXXXXXXX	XXXXXXXXXXXXXXX	99/99/99
				XXXXXXXX	XXXXXXXX	XXXXXXXXXXXXXXX	99/99/99

Attachment B
Data Elements
FISS & VMS

Data Element	Description	Field Length
Report: XXXXXXXX	This field identifies the report number assigned/created by the Shared System Maintainer	This is a eight-digit alpha-numeric field
Medicare Part X	This field identifies which shared system is running the report	This is a one-digit alpha field
Page Number	This field identifies the specific page number of the report	This is a five-digit alpha field
Date	This field identifies the date the report was produced.	This is an eight-position alpha-numeric field in MM/DD/YY format
COMPLIANT and NON-COMPLIANT EDITS/REASON CODES	The field identifies the type of report produced – Compliant (edits/reason codes that have been activated, inactivated, or otherwise had settings changed the previous quarter), Non-Compliant (does not agree with the CMS Standard)	
Contractor ID Number	This field identifies the contractor number identifying the Carrier, A/B MAC, DME MAC or Intermediary	This is a five-digit alpha-numeric field
Edit Code	This field identifies a specific edit/reason code	This is a five-digit alpha-numeric field
CMS Standard	This field identifies the current CMS standard for the edit/reason code (valid values Active or Inactive)	This is a eight-digit alpha-numeric field
Current EMC	This field identifies the current electronic media claims (EMC) status of the edit/reason code (valid values Active or Inactive)	This is a eight-digit alpha-numeric field
Current HC	This field identifies the current hardcopy status of the edit/reason code (valid values Active or Inactive)	This is a eight-digit alpha-numeric field
Previous EMC	This field identifies the previous status of the electronic media claims (EMC) edit/reason, each iteration of the changes should be displayed from the previous quarter (valid values Active or Inactive)	This is a eight-digit alpha-numeric field
Previous HC	This field identifies the previous status of the hardcopy edit/reason code, each iteration of the changes should be displayed from the previous quarter (valid values Active or Inactive)	This is a eight-digit alpha-numeric field
Operator ID	This field identifies the Operator ID of the CMS CR, User CR or User ID that added, updated or changed this edit/reason code	This is a fifteen-digit alpha-numeric field
Maintenance Date	This field identifies the date on which this edit/reason code status was changed	This is an eight-position alpha-numeric field in MM/DD/YY format

Attachment B
Report Layout
FISS & VMS

EDIT CODE	CMS STANDARD	CURRENT EMC	CURRENT HC	PREVIOUS EMC	PREVIOUS HC	OPER ID	MAINT DATE
XXXXX	XXXXXXXX	XXXXXXXX	XXXXXXXX	XXXXXXXX	XXXXXXXX	XXXXXXXXXXXXXXX	99/99/99
XXXXX	XXXXXXXX	XXXXXXXX	XXXXXXXX	XXXXXXXX	XXXXXXXX	XXXXXXXXXXXXXXX	99/99/99
				XXXXXXXX	XXXXXXXX	XXXXXXXXXXXXXXX	99/99/99
XXXXX	XXXXXXXX	XXXXXXXX	XXXXXXXX	XXXXXXXX	XXXXXXXX	XXXXXXXXXXXXXXX	99/99/99
				XXXXXXXX	XXXXXXXX	XXXXXXXXXXXXXXX	99/99/99
				XXXXXXXX	XXXXXXXX	XXXXXXXXXXXXXXX	99/99/99
XXXXX	XXXXXXXX	XXXXXXXX	XXXXXXXX	XXXXXXXX	XXXXXXXX	XXXXXXXXXXXXXXX	99/99/99
				XXXXXXXX	XXXXXXXX	XXXXXXXXXXXXXXX	99/99/99
				XXXXXXXX	XXXXXXXX	XXXXXXXXXXXXXXX	99/99/99
				XXXXXXXX	XXXXXXXX	XXXXXXXXXXXXXXX	99/99/99
				XXXXXXXX	XXXXXXXX	XXXXXXXXXXXXXXX	99/99/99
XXXXX	XXXXXXXX	XXXXXXXX	XXXXXXXX	XXXXXXXX	XXXXXXXX	XXXXXXXXXXXXXXX	99/99/99
				XXXXXXXX	XXXXXXXX	XXXXXXXXXXXXXXX	99/99/99
				XXXXXXXX	XXXXXXXX	XXXXXXXXXXXXXXX	99/99/99
XXXXX	XXXXXXXX	XXXXXXXX	XXXXXXXX	XXXXXXXX	XXXXXXXX	XXXXXXXXXXXXXXX	99/99/99
				XXXXXXXX	XXXXXXXX	XXXXXXXXXXXXXXX	99/99/99

Attachment C
Data Elements
MCS

Data Element	Description	Field Length
Report: XXXXXXXX	This field identifies the report number assigned/created by the Shared System Maintainer	This is a eight-digit alpha-numeric field
Medicare Part X	This field identifies which shared system is running the report	This is a one-digit alpha field
Page Number	This field identifies the specific page number of the report	This is a five-digit alpha field
Date	This field identifies the date the report was produced.	This is an eight-position alpha-numeric field in MM/DD/YY format
ALL EDITS/AUDITS	The field identifies the type of report produced – All Edits/Audits report is the complete list of maintainer programmed edits/audits codes for all region	
Contractor ID Number	This field identifies the contractor number identifying the Carrier, A/B MAC, DME MAC or Intermediary	This is a five-digit alpha-numeric field
Edit/Audit Code	This field identifies a specific edit/audit code	This is a four-digit alpha-numeric field
CMS Region	This field identifies the current CMS Region for the edit/audit code is associated with	This is a two-digit alpha-numeric field
CMS Standard	This field identifies the current CMS standard for the edit/audit code (valid values Active or Inactive)	This is a eight-digit alpha-numeric field
Current Region	This field identifies the current region for the edit/audit code is associated with	This is a two-digit alpha-numeric field
Current Status	This field identifies the current status of the edit/audit code (valid values Active or Inactive)	This is a eight-digit alpha-numeric field
Previous Status	This field identifies the previous status of the edit/audit code, each iteration of the changes should be displayed for all region (valid values Active or Inactive)	This is a eight-digit alpha-numeric field
Operator ID	This field identifies the Operator ID of the User ID that added, updated or changed this edit/audit code	This is a four-digit alpha-numeric field
CR Number	This field identifies the CR Number of the CMS CR or User CR that added, updated or changed this edit/audit code	This is a fifteen-digit alpha-numeric field
Maintenance Date	This field identifies the date on which this edit/audit code status was changed	This is an eight-position alpha-numeric field in MM/DD/YY format

Attachment C
Report Layout
MCS

EDIT/ AUDIT CODE	CMS STANDARD REGION	STATUS	CURRENT REGION	SETTINGS STATUS	PREVIOUS STATUS	OPER ID	CR NUMBER	MAINT DATE
XXXX	XX	XXXXXXXX	XX	XXXXXXXX	XXXXXXXX	XXXX	XXXXXXXXXXXXXXX	99/99/99
XXXX	XX	XXXXXXXX	XX	XXXXXXXX	XXXXXXXX	XXXX	XXXXXXXXXXXXXXX	99/99/99
	XX	XXXXXXXX	XX	XXXXXXXX	XXXXXXXX	XXXX	XXXXXXXXXXXXXXX	99/99/99
	XX	XXXXXXXX	XX	XXXXXXXX	XXXXXXXX	XXXX	XXXXXXXXXXXXXXX	99/99/99
XXXX	XX	XXXXXXXX	XX	XXXXXXXX	XXXXXXXX	XXXX	XXXXXXXXXXXXXXX	99/99/99
XXXX	XX	XXXXXXXX	XX	XXXXXXXX	XXXXXXXX	XXXX	XXXXXXXXXXXXXXX	99/99/99
	XX	XXXXXXXX	XX	XXXXXXXX	XXXXXXXX	XXXX	XXXXXXXXXXXXXXX	99/99/99
	XX	XXXXXXXX	XX	XXXXXXXX	XXXXXXXX	XXXX	XXXXXXXXXXXXXXX	99/99/99
	XX	XXXXXXXX	XX	XXXXXXXX	XXXXXXXX	XXXX	XXXXXXXXXXXXXXX	99/99/99
	XX	XXXXXXXX	XX	XXXXXXXX	XXXXXXXX	XXXX	XXXXXXXXXXXXXXX	99/99/99

Attachment D
Data Elements
MCS

Data Element	Description	Field Length
Report: XXXXXXXX	This field identifies the report number assigned/created by the Shared System Maintainer	This is a eight-digit alpha-numeric field
Medicare Part X	This field identifies which shared system is running the report	This is a one-digit alpha field
Page Number	This field identifies the specific page number of the report	This is a five-digit alpha field
Date	This field identifies the date the report was produced.	This is an eight-position alpha-numeric field in MM/DD/YY format
COMPLIANT and NON-COMPLIANT EDITS/AUDITS	The field identifies the type of report produced – Compliant (edits/audits that have been activated, inactivated, or otherwise had settings changed the previous quarter), Non-Compliant (does not agree with the CMS Standard) for any region	
Contractor ID Number	This field identifies the contractor number identifying the Carrier, A/B MAC, DME MAC or Intermediary	This is a five-digit alpha-numeric field
Edit/Audit Code	This field identifies a specific edit/audit code for any region	This is a four-digit alpha-numeric field
CMS Region	This field identifies the current CMS Region for the edit/audit code is associated with	This is a two-digit alpha-numeric field
CMS Standard	This field identifies the current CMS standard for the edit/audit code (valid values Active or Inactive)	This is a eight-digit alpha-numeric field
Current Region	This field identifies the current region for the edit/audit code is associated with	This is a two-digit alpha-numeric field
Current Status	This field identifies the current status of the edit/audit code (valid values Active or Inactive)	This is a eight-digit alpha-numeric field
Previous Status	This field identifies the previous status of the edit/audit code, each iteration of the changes should be displayed for any region (valid values Active or Inactive)	This is a eight-digit alpha-numeric field
Operator ID	This field identifies the Operator ID of the User ID that added, updated or changed this edit/audit code	This is a four-digit alpha-numeric field
CR Number	This field identifies the CR Number of the CMS CR or User CR that added, updated or changed this edit/audit code	This is a fifteen-digit alpha-numeric field
Maintenance Date	This field identifies the date on which this edit/audit code status was changed	This is an eight-position alpha-numeric field in MM/DD/YY format

Attachment D
Report Layout
MCS

EDIT/ AUDIT CODE	CMS STANDARD REGION	STATUS	CURRENT REGION	SETTINGS STATUS	PREVIOUS STATUS	OPER ID	CR NUMBER	MAINT DATE
XXXX	XX	XXXXXXXX	XX	XXXXXXXX	XXXXXXXX	XXXX	XXXXXXXXXXXXXX	99/99/99
XXXX	XX	XXXXXXXX	XX	XXXXXXXX	XXXXXXXX	XXXX	XXXXXXXXXXXXXX	99/99/99
	XX	XXXXXXXX	XX	XXXXXXXX	XXXXXXXX	XXXX	XXXXXXXXXXXXXX	99/99/99
	XX	XXXXXXXX	XX	XXXXXXXX	XXXXXXXX	XXXX	XXXXXXXXXXXXXX	99/99/99
XXXX	XX	XXXXXXXX	XX	XXXXXXXX	XXXXXXXX	XXXX	XXXXXXXXXXXXXX	99/99/99
XXXX	XX	XXXXXXXX	XX	XXXXXXXX	XXXXXXXX	XXXX	XXXXXXXXXXXXXX	99/99/99
	XX	XXXXXXXX	XX	XXXXXXXX	XXXXXXXX	XXXX	XXXXXXXXXXXXXX	99/99/99
	XX	XXXXXXXX	XX	XXXXXXXX	XXXXXXXX	XXXX	XXXXXXXXXXXXXX	99/99/99
	XX	XXXXXXXX	XX	XXXXXXXX	XXXXXXXX	XXXX	XXXXXXXXXXXXXX	99/99/99
	XX	XXXXXXXX	XX	XXXXXXXX	XXXXXXXX	XXXX	XXXXXXXXXXXXXX	99/99/99