CMS Manual System	Department of Health & Human Services (DHHS)
Pub 100-20 One-Time Notification	Centers for Medicare & Medicaid Services (CMS)
Transmittal 771	Date: September 17, 2010
	Change Request 7000

SUBJECT: J11 Part A and Part B Medicare Administrative Contractor (A/B MAC) New Part A Workload Number for the State of North Carolina

I. SUMMARY OF CHANGES: CMS needs to change the contractor workload numbers for the Part A North Carolina workload when that workload is transitioned to the J11 A/B MAC.   This change is being made because CMS needs to identify each MAC workload by state using a uniform nomenclature.

EFFECTIVE DATE: September 30, 2010
IMPLEMENTATION DATE: September 30, 2010

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:
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. ATTACHMENTS:

One-Time Notification

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

Attachment – One-Time Notification

Pub. 100-20	Transmittal:771	Date: September 17, 2010	Change Request: 7000

SUBJECT: J11 Part A and Part B Medicare Administrative Contractor (A/B MAC) New Part A Workload Number for the State of North Carolina

Effective Date: September 30, 2010

Implementation Date: September 30, 2010

I.   GENERAL INFORMATION

A. Background: The purpose of this change request is to notify all interested parties that the Centers for Medicare and Medicaid Services (CMS) needs to change the contractor workload number for the Part A workload in the State of North Carolina when that workload is transitioned to the J11 A/B MAC. This change is being made because CMS needs to identify each MAC workload by State using a standardized numbering approach.

PART A	MAC Number.	Effective Date	Current Contractor Number
North Carolina	11501	Sept, 30, 2010	00382

The following applications or entities will need to accommodate the new MAC workload number 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),
Debt Collection System (DCS),
Expert Claims Processing System (ECPS),
Electronic Correspondence Referral System (ECRS),
Fiscal Intermediary Shared System (FISS),
Health Care Information System (HCIS),
Healthcare Integrated General Ledger Accounting System (HIGLAS),
Local Coverage Determination (LCD) database,
Limited On-Line Access System (LOLA),
Medicare Secondary Payer Recovery Contractor (MSPRC),
National Part B Pricing Files,
Next Generation Desktop System (NGD),
National Provider Identifier (NPI) crosswalk,
Quality Improvement Evaluation System (QIES, formerly known as OSCAR),
Part B National Summary Data File (formerly known as BESS),
Physician/Supplier Overpayment Report (PSOR),
Production Performance Monitoring System (PULSE),
Provider Enrollment, Chain and Ownership System (PECOS),
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 Management and Accounting System (REMAS),
Renal Management Information System (REMIS),
System Tracking for Audit and Reimbursement (STAR), and
the Zip Code File.

Palmetto Government Benefit Authorizers will be the J11 A/B MAC Contractor. It also currently processes the Part A North Carolina workload. Its address is:

> Palmetto GBA
> 17 Technology Circle
> Columbia, SC   29203

Finally, the CMS is currently transitioning the workload covered by contractor workload number 52280, which was formerly processed by Mutual of Omaha and is currently processed by Wisconsin Physicians Service (WPS) one A/B MAC segment at a time. The J11 portion of this workload will continue to be processed by the WPS legacy contractor until a change request is issued and implemented covering the transition of the J11 segment of that workload.

B.   Policy: N/A

II.   BUSINESS REQUIREMENTS TABLE

Number	Requirement	Responsibility									OTHER
		A/ B MAC	D M E M A C	F I	C A R R I E R	R H H I	Shared-System Maintainers				
							F I S S	M C S	V M S	C W F	
7000.1	The Companion Data Services (CDS) EDC shall execute the FISS software needed to assign the new MAC workload number of 11501 to the Part A North Carolina workload. The EDC shall utilize existing CICS regions to accomplish this task.										CDS EDC
7000.1.1	FISS shall supply the software needed to change the Part A North Carolina workload number to 11501.					X					
7000.1.2	The CDS EDC shall provide all of the support necessary to successfully transition the Part A North Carolina, workload to the J11 A/B MAC, including (but not limited to) production support, testing, and coordination.										CDS EDC

Number	Requirement	Responsibility									OTHER
		A/B MAC	DME MAC	FI	CARRIER	RHHI	Shared-System Maintainers				
							FISS	MCS	VMS	CWF	
7000.2	The J11 A/B MAC shall provide project management, testing, and any other services necessary to achieve the transition of the Part A North Carolina workload to the MAC environment. This shall include (but not be limited to) working with the outgoing legacy contractor, the FISS maintainer, the CDS EDC, and all other entities as applicable to ensure the success of the MAC transitions.						X				J11 A/B MAC, PGBA, CDS EDC
7000.3	The CDS EDC, the J11 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 number of 11501 (Part A North Carolina).						X			X	J11 A/B MAC, All entities or applications listed in the Background section of this CR.
7000.3.1	The J11 A/B MAC, FISS, CWF, PECOS, and all entities listed in this CR shall associate all providers whose claims are currently processed under contractor workload number 00382 with MAC workload number 11501 (Part A North Carolina) as of the effective date of that workload's MAC transition.						X			X	J11 A/B MAC, PECOS and the entities or applications listed in the Background section of this CR
7000.3.2	CWF shall forward all informational unsolicited responses (IURs) for 00382 MAC workload number 11501.									X	
7000.4	At least 2 weeks prior to the MAC transition of the Part A North Carolina workload, the J11 A/B MAC shall request CMS to drop out of service area (OSA) processing during the transition period for the transitioning workload. The J11 A/B MAC shall use the language in 7000.4.1. The request shall be sent to Kathryn.Woytan@cms.hhs.gov.										J11 A/B MAC

Number	Requirement	Responsibility									OTHER
		A / B MAC	D M E MAC	F I	C A R R I E R	R H H I	Shared-System Maintainers				
							F I S S	M C S	V M S	C W F	
7000.4.1	The following language shall be used by the J11 A/B MAC to request the dropping of OSA processing as per BR 7000.4. This Drop OSA request is associated with CMS CR 7000 for the J11 Part A North Carolina transition for the dropping of CWF Out of Service Area (OSA) transactions. We are requesting authorization by CMS for the dropping of OSA transactions for the Part A North Carolina workload that is being transitioned to the J11 MAC. The Drop Date should be Monday, September 27, 2010. Cutover weekend for this workload is September 30 through October 4, 2010 and the first shared system batch cycle is scheduled for October 4, 2010. Therefore, the OSA Restart Date should be October 4, 2010. 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. 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.										J11 A/B MAC
7000.5	FISS, CWF, the J11 A/B MAC, and the Medicare applications or entities listed in the CR shall be able to implement the new MAC workload number by the effective date listed in this CR for that workload for the purpose of ongoing production. In the event the transition						X			X	J11 A/B MAC, all entities or applications listed in this CR

Number	Requirement	Responsibility									OTHER
		A / B MAC	D M E MAC	F I	C A R R I E R	R H H I	Shared-System Maintainers				
							F I S S	M C S	V M S	C W F	
	needs to be delayed, these applications will need to be able to accommodate the delay within five business days of receiving notification from CMS.										
7000.6	CWF and FISS shall make system changes (if any are required) so that any claims or adjustments associated with contractor workload number 00382 can continue to be processed (when appropriate) following the effective date of the MAC implementation.						X			X	J11 A/B MAC
7000.7	CAFM shall be modified (as necessary) to reflect the new MAC workload number.										CAFM
7000.8	CERT shall be modified (as necessary) to reflect the new MAC workload number.										CERT
7000.9	CMIS shall be modified (as necessary) to reflect the new MAC workload number.										CMIS
7000.10	CROWD shall be modified (as necessary) to reflect the new MAC workload number.										CROWD
7000.11	CSAMS shall be modified (as necessary) to reflect the new MAC workload number.										CSAMS
7000.12	The CMS Debt Collection System (DCS) shall be modified (as necessary) to reflect the new MAC workload number.										DCS
7000.13	The J11 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.										J11 A/B MAC
7000.14	ECRS shall be modified (as necessary) to reflect the new MAC workload number.										ECRS
7000.15	The NPI Crosswalk Contractor shall modify the system to accept the new										NPI Crosswalk Contractor

Number	Requirement	A/B MAC	DME MAC	FI	CARRIER	RHHI	FISS	MCS	VMS	CWF	OTHER
	MAC workload number.										
7000.16	The CDS EDC, in consultation with the J11 A/B MAC, shall contact the CMS data center (**Donald.dimitriou@cms.hhs.gov**) 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 for the new MAC workload number. When this file transfer process is in place, the CDS EDC shall send in a complete master provider file containing the new MAC workload number 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 CDS EDC, on behalf of the J11 A/B MAC, shall also set up file transfers to correctly send files as described in JSM 06545.										CDS EDC, J11 A/B MAC
7000.17	NGD shall be modified (as necessary) to reflect the new MAC workload number.										NGD
7000.18	PIMR shall be modified (as necessary) to reflect the new MAC workload number.										PIMR
7000.18.1	The J11 A/B MAC shall submit PIMR reports by MAC workload number. The MAC should not submit PIMR reports using a FISS roll up number.										J11 A/B MAC
7000.19	PSOR shall be modified (as necessary) to reflect the new MAC workload number.										PSOR
7000.20	PULSE shall be modified (as necessary) to reflect the new MAC workload number.										PULSE
7000.21	REMAS shall be modified (as necessary) to reflect the new MAC workload number.										REMAS
7000.22	REMIS shall be modified (as necessary) to reflect the new MAC workload number.										REMIS

Number	Requirement	Responsibility									OTHER
		A / B MAC	D M E M A C	F I	C A R R I E R	R H H I	Shared-System Maintainers				
							F I S S	M C S	V M S	C W F	
7000.23	COBA shall be modified (as necessary) to reflect the new MAC workload number.										COBA COBC
7000.24	The PSCs or ZPICs shall make any necessary modifications to reflect the new MAC workload number.										PSC/ZPICs
7000.25	LOLA shall be modified (as necessary) to reflect the new MAC workload number.										LOLA
7000.26	STAR shall be modified (as necessary) to reflect the new MAC workload number.										STAR
7000.27	HCIS shall be modified (as necessary) to reflect the new MAC workload number.										HCIS
7000.28	BESS shall be modified (as necessary) to reflect the new MAC workload number.										BESS
7000.29	The J11 A/B MAC shall modify any electronic claims billing or other software it supplies to suppliers, providers or submitters to reflect the MAC workload number.										J11 A/B MAC
7000.30	The J11 A/B MAC shall make any changes necessary to ensure its non-base jobs, applications and reports support the new MAC workload number.										J11 A/B MAC
7000.31	PECOS shall create a nightly extract file for MAC workload number 11501. The CDS EDC shall make arrangements to pick up this file after the PECOS system maintainer CMS business owner, Jessica Hoffman, has granted the CDS EDC access to the file.										PECOS, CDS/EDC
7000.31.1	Any user at the J11 A/B MAC who wants access to the new MAC workload number shall submit a request to their respective CMS Access Administrator (CAA) ASAP. Additionally, 2 of those users should be designated as PECOS CRT SharePoint users. (The users must do this in order										J11 A/B MAC

Number	Requirement	Responsibility									OTHER
		A/B MAC	DME MAC	FI	CARRIER	RHHI	Shared-System Maintainers				
							FISS	MCS	VMS	CWF	
	to have access to the enrollments under these MAC numbers.)										
7000.31.2	The CMS CAA shall expedite the processing of the requests referred to in BR 7000.31.1 so that the users will have access to PECOS as of the effective date of this CR.										CMS CAA
7000.31.3	PECOS shall be modified to reflect the new MAC workload number. The PECOS team shall make all internal code changes to PECOS Administrative Interface (AI) and PECOS Provider Interface (PI) in order to accommodate the new MAC workload number of 11501. PECOS shall delete all reference to the old contractor ID of 00382. PECOS will remove all users from the old contractor ID. PECOS will delete the old nightly export file names and access rights.										PECOS
7000.31.4	The J11 A/B MAC shall be responsible for manually correcting any enrollment record that fails to move systematically to the new contractor number due to a PECOS audit issue. This may require revalidation of the provider. The J11 A/B MAC shall be responsible for manually correcting any enrollment that fails to process due to a PECOS audit issue after completion of the move to the new contractor number. This may require revalidation of the provider.										J11 A/B MAC
7000.32	QIES (the Quality Improvement Evaluation System, formerly known as OSCAR) shall be modified (as necessary) to reflect the new MAC workload number.										QIES
7000.33	PORS shall be modified (as necessary) to reflect the new MAC workload number.										PORS

Number	Requirement	Responsibility									OTHER
		A / B MAC	D M E MAC	F I	C A R R I E R	R H H I	Shared-System Maintainers				
							F I S S	M C S	V M S	C W F	
7000.34	PS&R shall be modified (as necessary) to reflect the new MAC workload number.										PS&R
7000.34.1	The Part A legacy contractors and the J11 A/B MAC shall work together to successfully transition the legacy PS&R data to the MAC's environment.										J11 A/B MAC, PGBA
7000.35	The CWF ELGE module shall be modified (as necessary) to reflect the new MAC workload number.										CWF ELGE
7000.36	The CMS Baltimore Data Center shall modify its records to reflect the new MAC workload number.										CMS
7000.37	ECPS shall be modified (as necessary) to reflect the new MAC workload number.										ECPS
7000.38	The FISS maintainer shall work with the CWF and the CDS EDC to ensure history files can be cross-referred to the MAC workload number dating back at least 27 months. (CMS understands that the MCS maintainer will not need to make any system changes because this functionality already exists within MCS.)					X					CDS EDC
7000.39	The Zip Code file shall be updated (as necessary) to reflect the new MAC workload number.	X		X	X						CMS ZIP CODE
7000.40	PIES shall make any changes necessary to accommodate the new MAC workload number.										PIES
7000.41	The Local Coverage Determination (LCD) Database shall be updated to reflect the new MAC workload number.										LCD Database
7000.41.1	The J11 A/B MAC shall advise the CMS LCD database CMS business owner through the usual channels of the LCDs it will be using for the transitioning MAC workloads. The LCD database CMS business owner shall use this information to populate its database.										J11 A/B MAC, LCD database
7000.41.2	The J11 A/B MAC shall apply the										J11 A/B MAC

Number	Requirement	Responsibility									OTHER
		A/B MAC	DME MAC	FI	CARRIER	RHHI	FISS	MCS	VMS	CWF	
	LCDs of the legacy contractor as applicable to claims for services rendered by the transitioning providers with a date of service prior to the effective date of that workload's effective date.										
7000.42	The Medicare Secondary Payer Recovery Contractor (MSPRC) shall make any changes necessary to accommodate the new MAC workload number.										MSPRC

III. PROVIDER EDUCATION TABLE

Number	Requirement										OTHER
		A/B MAC	DME MAC	FI	CARRIER	RHHI	FISS	MCS	VMS	CWF	
7000.43	Both the legacy contractor and the J11 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										J11 A/B MAC, PGBA

Number	Requirement	A / B MAC	D M E MAC	F I	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	
	that would benefit their provider community in billing and administering the Medicare program correctly.										
7000.44	Following the finalization of the J11 A/B MAC award, the contractors currently processing the workloads referred to in this CR, as well as the J11 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 J11 A/B MAC Project Officer (Steven.Smetak@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 regularly scheduled bulletin.										J11 A/B MAC, PGBA

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; Sandra.Brown@cms.hhs.gov; Michael.Allen@cms.hhs.gov.

Post-Implementation Contact(s): Scott.Levine@cms.hhs.gov; Sandra.Brown@cms.hhs.gov; Michael.Allen@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.