

<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 1685</b>	<b>Date: July 29, 2016</b>
	<b>Change Request 9728</b>

**SUBJECT: Update the Primary Insurer's Policy Number of the Insured Field to 17 Bytes on the Health Insurance Master Record (HIMR) Screen Found in the Medicare Secondary Payer (MSP) Auxiliary File.**

**I. SUMMARY OF CHANGES:** This Change Request (CR) instructs CWF to update the HIMR MSPD screen to display the full 17 bytes of the Medicare as Secondary Payer Insurer Policy Number.

**EFFECTIVE DATE: January 1, 2017**

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

**IMPLEMENTATION DATE: January 3, 2017**

*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:** Currently, the Medicare as Secondary Payer Insurer Policy Number found on the HIMR MSP Detail (MSPD) screen, with the label "POLICY "NUM," only displays as a 12 byte field. The Common Working File (CWF) is programmed to store a 17 byte policy number in the MSP Auxiliary File. This CR instructs CWF to update the HIMR MSPD screen to display the full 17 bytes of the Medicare as Secondary Payer Insurer Policy Number.

**B. Policy:** The HIMR MSP detail screen must display the full 17 byte Medicare as Secondary Payer Insurer Policy Number as identified and programmed in CWF.

## II. BUSINESS REQUIREMENTS TABLE

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

Number	Requirement	Responsibility							
		A/B MAC		D M E M A C	Shared- System Maintainers			Other	
		A	B		F M I C S	M C S	V M S		C W F
9728.1	CWF shall update the Medicare as Secondary Payer Insurer Policy Number in the HIMR MSPD screen to store and display 17 bytes.								X
9728.2	The shared system maintainers shall update their system, where necessary, to accept and view the 17 byte Medicare as Secondary Payer Insurer Policy Number on their internal MSP record.					X	X	X	

## 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.*

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

#### V. CONTACTS

**Pre-Implementation Contact(s):** Richard Mazur, 410-786-1418 or richard.mazur2@cms.hhs.gov , Brian Pabst, 410-786-2487 or brian.pabst@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**