CMS Manual System	Department of Health & Human Services (DHHS)
Pub 100-20 One-Time Notification	Centers for Medicare & Medicaid Services (CMS)
Transmittal 430	Date: January 16, 2009
	Change Request 6324

Subject: Long Term Care Hospital (LTCH) Special Project

I. SUMMARY OF CHANGES: Requirements for the exchange of information and establishment of communication procedures between the sampling contractors, LTCH Review Contractor and Affiliated Contractors.

New / Revised Material

Effective Date: September 30, 2008

Implementation Date: February 17, 2009

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:

Funding for implementation activities will be provided to contractors through the regular budget process.

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.

V. ATTACHMENTS:

One-Time Notification

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

Attachment – One Time Notification

Pub. 100-20 Transmittal: 430 Date: January 16, 2009 Change Request: 6324

SUBJECT: Long Term Care Hospital (LTCH) Special Project

Effective Date: September 30, 2008

Implementation Date: February 17, 2009

I. GENERAL INFORMATION

A. In 2007, the Medicare, Medicaid, and SCHIP Extension Act (MMSEA), was enacted The Act included a provision, (Section 114) for expanded reviews of medical necessity of admissions to long term care hospitals and continued stays at such hospitals. The Act also requires error rate calculation, and disallowance of days of medically unnecessary care from the calculation of the LTCH average length of stay (ALOS) as a result of those reviews. The purpose of this Change Request is to issue requirements for the exchange of information and establishment of communication procedures in relation to the Long Term Care Hospital (LTCH) Project.

- **B.** For purposes of carrying out the above provision of the MMSEA, CMS, by law, must ensure that appropriate framework for cooperation are implemented to facilitate the exchange of information and the establishment of communication procedures among the LTCH Sampling Contractor (AdvanceMed), LTCH Review Contractor Wisconsin Physicians Service (WPS), Fiscal Intermediaries (FIs), Part A and B Medicare Audit Contractors (A/B/MACs), or Affiliated Contractors, (ACs).
- C. Policy: The Medicare, Medicaid, and SCHIP Extension Act of 2007, Section 114 (f).

II. BUSINESS REQUIREMENTS TABLE

Number	Requirement	Responsibility (place an "X" in each applicable						licable			
		column)									
		A	D	F	C	R		hared-			OTHER
		B	M E	I	A R	H H	F	Maint M	ainers V		
					R	I	I	C	M	C W	
		M	M		I		S	S	S	F	
		A C	A C		E R		S				
6324.1	FIs, A/B MACs, WPS & AdvanceMed shall establish	X		X							A/B
	mechanisms (administrative and operational) for										MACs
	coordination and collaboration, for immediate exchange of										WPS/
	information and communication regarding the medical										Advance
	review of LTCH claims.										Med
6324.2	FIs & A/B MACs should designate liaisons within its	X		X							A/B
	respective jurisdiction as points of contact which should										MACs
	include representatives from several units (appeals, claim										
	processing, MR, etc.).										
6324.3	FIs & A/B MACs shall communicate and identify all	X		X							A/B
	LTCH claims selected for MR or pending for MR to the										MACs
	Sampling contractor (AdvanceMed) to avoid duplication										
	within 30 days of the implementation of this change										
	request in a user friendly format. (e.g., Excel spread sheet).										
6324.4	FIs & A/B MACs shall provide information to the LTCH	X		X							A/B
	Review Contractor (WPS) regarding providers appeal										MACs

Number	Requirement		spon lumn		ty (p	lace :	an "Z	X" in	licable		
		A	D	F	C	R	Shared-System				OTHER
		B	M E	I	A R	H	F	Maint M	ainers V	С	
			,,,		R	I	I	C	M	W	
		M A C	M A C		I E R		S S	S	S	F	
	status based on denials initiated by WPS.	C	C		K						
6324.5	FIs & A/B MACs shall not select any LTCH claims for	X		X							A/B
	postpay review until the Sampling Contractor										MACs
	(AdvanceMed) has selected its FY 08 claim universe. The										
	Sampling Contractor (AdvanceMed) shall notify all										
	contractors when the selection process is completed.										
6324.6	FIs &A/B MACs shall not select LTCH claims for postpay	X		X							A/B
	review for FY 09 and FY 10 until the Sampling Contractor										MACs
	(AdvanceMed) has selected its universe. The Sampling										
	Contractor (AvanceMed) shall communicate to the FIs &										
	A/B MACs when the universe is completed.										
6324.7	LTCH Review Contractor (WPS) shall refer all appeals to	X		X							WPS
	the FIs & A/B MACs for processing and monitoring.										
6324.8	LTCH Review Contractor (WPS) shall utilize LCDs that	X		X							
002.10	fall within the FIs& A/B MACs claims payment										WPS
	jurisdiction.										
	Junioutoni										
6324.9	LTCH Review Contractor (WPS) shall report all MR	X		X							WPS
002.13	determinations, recommendations, adjustments,										
	overpayments, and related information to the FI & A/B										
	MACs for final adjudication. FIs/AB MACs will										
	communicate the MR determinations to the providers.										
	Providence in the first decommendation of the providence.										
6324.10	AdvanceMed shall provide FIs & A/B MACs with a list of	X		X							Advance
	claims under review.										Med
6324.11	LTCH Review Contractor (WPS) shall refer providers to	X		X							WPS
	the FIs & A/B/MACs seeking information regarding the										/FIs/A/B
	result of a review and/or for education.										MACs
6324.12	Contractors shall utilize instructions in Change Request	X		X							A/B
	5849 for LTCHs claims review not within the scope of the										MACs/
	special project sample.										FIs
6324.13	LTCH Review Contractor (WPS) shall refer suspected	X		X							A/B
	fraud complaints and cases to the FIs & A/B MACs for										MACs/
	transfer ZPICs/PSCs										FIs
6324.14	LTCH Review Contractor (WPS) shall develop a feedback	X		X							WPS/FIs
	reporting mechanism to provide a summary report of										/A/B
	claims reviewed data to the FIs & A/B MACs and CMS.										MACs
6324.15	Sampling Contractor (AdvanceMed) shall provide the	X		X							Advance
	LTCH Review Contractor (WPS) a list of claims and										Med/
	claims data selected for review as to eliminate duplication										WPS
	of work.										
6324.16	FIs & A/B MACs shall refer cases for fraud complaints or	X		X							FIs/A/B
	suspected fraud to ZPICs/PSCs and quality of care issues										MACs
	· · ·			1		1		1	1		-~
	to QIOs with supporting documentation from the LTCH										

Number	Requirement	Responsibility (place an "X" in each applicable column)									
		A /	D M	F I	C A	R H		hared- Mainta	-		OTHER
		B M A C	E M A C		R R I E R	H	F I S S	M C S	V M S	C W F	
6324.17	FIs/& A/B MACs shall review the claim selection list generated by sampling contract to request that claims of providers under fraud watch or development be excluded from the universe.	X		X							FIs/A/B MACs

III. PROVIDER EDUCATION TABLE

Number	Requirement	Responsibility (place an "X" in each applicable					olicable				
		col	umn)							
		A	D	F	C	R			Syste		OTHER
		/	M	I	A	Н		Maint	ainers		
		В	Е		R	H	F	M	V	C	
		М	М		R I	1	I	C	M	W	
		A	A		E		S	S	S	F	
		C	C		R		3				
6324.18	A provider education article related to this instruction	X		X							WPS/
	will be available at										Advance
	http://www.cms.hhs.gov/MLNMattersArticles/ shortly										Med
	after the CR is released. You will receive notification of										
	the article release via the established "MLN Matters"										
	listserv.										
	Contractors shall post this article, or a direct link to this										
	article, on their Web site and include information about it										
	in a listserv message within one week of the availability										
	of the provider education article. In addition, the										
	provider education article shall be included in your next										
	regularly scheduled bulletin. Contractors are free to										
	supplement MLN Matters articles with localized										
	information that would benefit their provider community										
	in billing and administering the Medicare program										
	correctly.										

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	Recommendations or other supporting information:
Requirement	
Number	
None.	

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

V. CONTACTS

Pre-Implementation Contact(s): Nancy Moore, Nancy.Moore@cms.hhs.gov or 410-786-6974

Post-Implementation Contact(s): Regional Offices and Project Officers.

VI. FUNDING

SECTION A: For Fiscal Intermediaries and Carriers:

Funding for implementation activities will be provided to contractors through the regular budget process.

SECTION B: For Medicare Administrative Contractors (MACs):

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