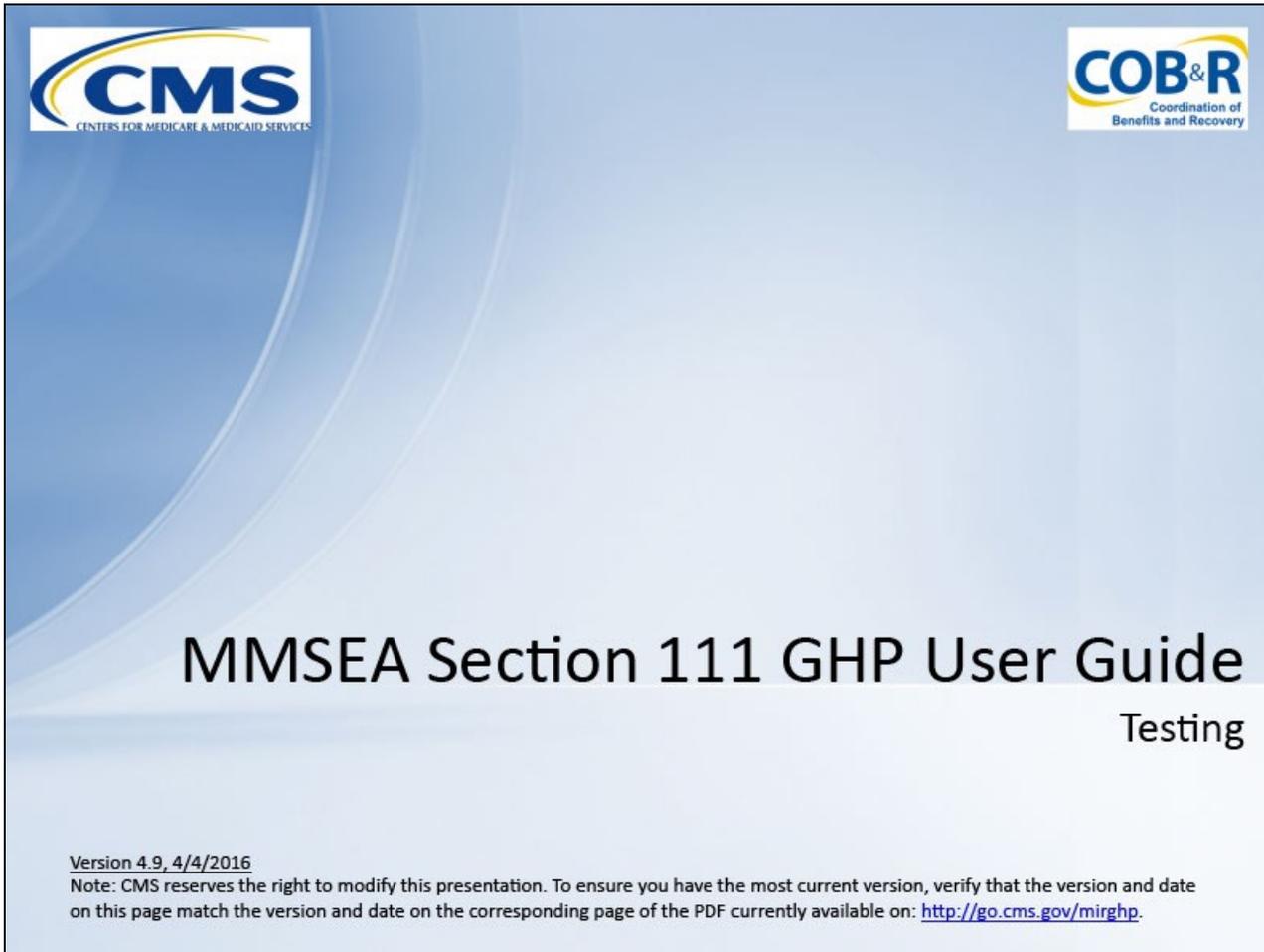


Slide 1 - of 24



The slide features a light blue background with abstract curved lines. In the top left corner is the CMS logo (Centers for Medicare & Medicaid Services). In the top right corner is the COB&R logo (Coordination of Benefits and Recovery). The main title is 'MMSEA Section 111 GHP User Guide' in a large, bold, black font. Below the title is the word 'Testing' in a smaller, black font. At the bottom left, there is a version number 'Version 4.9, 4/4/2016' and a note: 'Note: CMS reserves the right to modify this presentation. To ensure you have the most current version, verify that the version and date on this page match the version and date on the corresponding page of the PDF currently available on: <http://go.cms.gov/mirghp>.'

Slide notes

Welcome to the Testing course.

Slide 2 - of 24

Disclaimer

While all information in this document is believed to be correct at the time of writing, this Computer Based Training (CBT) is for educational purposes only and does not constitute official Centers for Medicare & Medicaid Services (CMS) instructions for the MMSEA Section 111 implementation. All affected entities are responsible for following the instructions found at the following link: <http://go.cms.gov/mirghp>.

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Slide 3 - of 24

Course Overview

- Preparation
- Overview of the Testing Process
- Section 111 COBSW
- General Testing Requirements
- Files to be Tested
 - MSP Files
 - Non-MSP Files
 - Query Only Files
- Important Information to Consider



Slide notes

This course will discuss testing preparation, an overview of the testing process, Section 111 Coordination of Benefits Secure Web site (COBSW) and general testing requirements.

It will also review the files to be tested: Medicare Secondary Payer (MSP), Non-MSP and Query Only files and offer some important information to consider.

Slide 4 - of 24

Preparation - Registration

Before testing may begin, the RRE must

- Complete registration and account setup process
- Return signed profile report for each RRE ID registered to the BCRC
 - Profile report contains
 - File transmission methods selected
 - EDI Representative contact information
 - Assigned production live date
 - Quarterly file submission timeframe

Slide notes

Before testing may begin, Responsible Reporting Entities (RREs) must complete the registration and account setup process on the Section 111 COBSW and return the signed profile report,

for each RRE ID registered, to the Benefits Coordination & Recovery Center (BCRC).

The profile report will contain all of the information you submitted with your registration, including the file transmission method(s) selected,

contact information for your Electronic Data Interchange (EDI) Representative, your assigned production live date and your quarterly file submission timeframe.

Slide 5 - of 24

Preparation - File Transmission

- Test files submitted in the same format as for production files (HTTPS, SFTP or Connect:Direct)
- The BCRC's test environment
 - Mimics the way files processed in production
 - Except Medicare systems and databases not updated

Slide notes

The RRE must transmit test files to the BCRC using the same transmission method as the one that was chosen for production files, (Hypertext Transfer Protocol over Secure Socket Layer (HTTPS), Secure File Transfer Protocol (SFTP) or Connect:Direct).

The BCRC will maintain a test environment that contains a mirror image of the COB Beneficiary Master Database containing all beneficiary information the BCRC has in production

and programs that will mimic the way the files would be processed in production, with the exception of actually updating other Medicare systems and databases.

Slide 6 - of 24

Preparation - File Transmission

Connect:Direct Submitters

- Set up test and production datasets at your site
- The BCRC will establish destination datasets at the BCRC data center
- Work with EDI Representative to exchange dummy/empty files

Slide notes

If you are exchanging files with the BCRC using Connect:Direct, you must set up the test and production datasets at your site that will be used by the BCRC to send response files back to you after you have completed registration.

The BCRC will establish your destination datasets at the BCRC data center. You will work with your EDI Representative to exchange a set of dummy or empty files to make sure the proper connectivity has been established.

RREs choosing Connect:Direct will send test files to a different destination dataset name than production files.

Slide 7 - of 24

Preparation - File Transmission

SFTP Submitters

- Use test submission mailbox/directory separate from production mailbox/directory

Slide notes

RREs choosing to transmit files via SFTP will transmit files over the Internet to and from the BCRC using directories (mailboxes) created on the BCRC Section 111 SFTP server.

These RREs will receive a test submission mailbox/directory that is separate from their production submission mailbox/directory on the Section 111 SFTP server.

Slide 8 - of 24

Preparation - File Transmission

HTTPS Submitters

- Transmit through internet to/from the BCRC using Section 111 COBSW



Slide notes

RREs choosing to transmit files via HTTPS will do so using the Section 111 COBSW.

Once logged into the application, the RRE will choose the "Upload File" action on the RRE Listing page and indicate whether they are submitting a test or production file. The system will automatically place the file in the proper directory.

Slide 9 - of 24

Overview of the Testing Process

- For each registered RRE ID, RREs must test
 - MSP Input and Response Files
- If RRE is using an agent
 - Agents must test MSP Input and Response File on RRE's behalf
- After successfully completing MSP File testing
 - RRE ID transitions to production status
 - E-mail notification of status change
 - May submit production MSP, Non-MSP and Query Only Files for RRE ID

Slide notes

For each of their registered RRE IDs, RREs are only required to submit and pass the testing process for the MSP Input and Response Files.

If the RRE is using an agent to test, the agent must submit and pass the testing process for these two files on behalf of the RRE.

When the RRE (or their agent) has successfully completed testing the MSP Input and Response files for an RRE ID, they will transition from a testing to a production status.

An e-mail will be sent to the RRE's Authorized Representative and Account Manager to notify them of the change in status and to let them know that production files may now be submitted.

At this point, the RRE may begin submitting production MSP, Non-MSP and Query Only Files for that RRE ID.

Note: If an RRE ID is not yet in a production status, production files submitted for any file type will be rejected.

Slide 10 - of 24

Overview of the Testing Process

- CMS recommends that RREs test all file types they will submit in production
- Testing ensures that RREs can submit input files and process response files
- RREs may test after they are in production status
 - Test files will be processed
 - Results placed on Section 111 COBSW and
 - Response files transmitted



Slide notes

Although the RRE is not required to test the remaining file types (i.e. Non-MSP and Query Only), CMS recommends that they test the files they will be submitting in production.

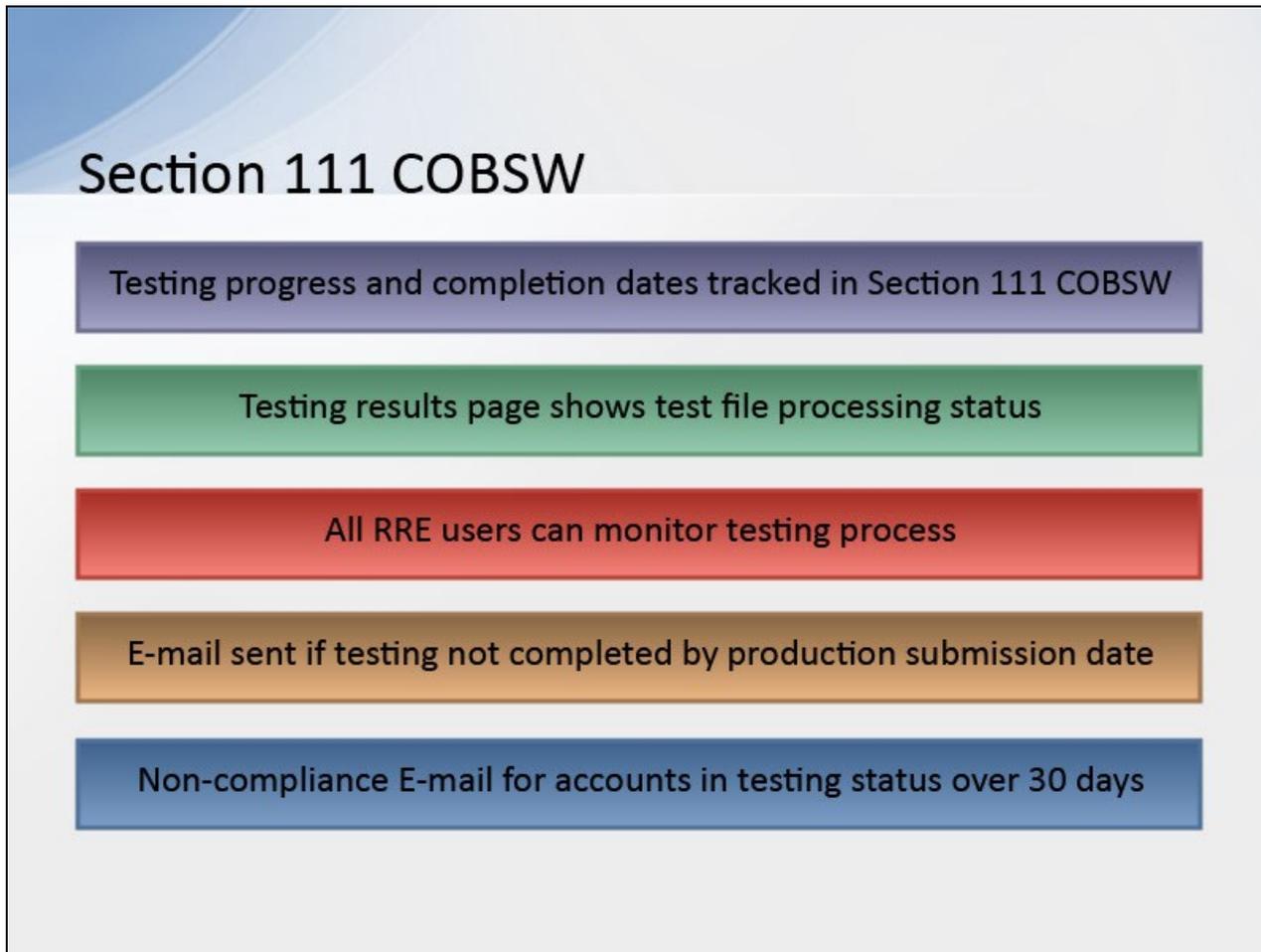
The testing process will ensure that the RRE has developed an adequate system internally to capture and report data to the BCRC as well as process the corresponding response files.

To test Section 111 files, RREs will submit a series of test files to the BCRC in order to verify that the RRE can transmit files successfully in the correct format, accept and process response files, and properly submit add, update, and delete records.

The RRE may continue to test with additional test file submissions even after they are in production status.

Any subsequent test files received will be processed by the BCRC, results will be displayed on the Section 111 COBSW, and test response files will be produced and transmitted.

Slide 11 - of 24

A slide titled "Section 111 COBSW" with a light blue and white background. The title is in a large, bold, black font. Below the title are five horizontal bars of different colors, each containing a line of text in a smaller, black font. The bars are: purple, green, red, orange, and blue.

Section 111 COBSW

- Testing progress and completion dates tracked in Section 111 COBSW
- Testing results page shows test file processing status
- All RRE users can monitor testing process
- E-mail sent if testing not completed by production submission date
- Non-compliance E-mail for accounts in testing status over 30 days

Slide notes

Testing progress and completion dates will be tracked and reported in the system by the BCRC. The Section 111 COBSW will provide a testing results page to show the status of test file processing.

Information regarding the attainment of test requirements will be available there for review. All users associated with the RRE ID account on the Section 111 COBSW will be able to monitor the status of the testing progress.

If testing is not completed by an RRE by the production file submission date, an e-mail notification will be sent to the Authorized Representative and Account Manager.

RRE ID accounts that have been in a "testing" status for more than 30 calendar days will receive a warning e-mail indicating that the account may be at risk of non-compliance with the Section 111 Mandatory Reporting requirement.

The e-mail is sent to the Authorized Representative and Account Manager. This e-mail is for informational purposes only. Please be sure that your EDI Representative is kept informed of your testing progress and any issues that you have encountered.

Slide 12 - of 24

The slide features a light blue header with the title 'Testing Period'. Below the header, there are two rectangular boxes. The top box is light blue and contains the text 'Contact EDI Representative if completion of testing may be late'. The bottom box is light green and contains the text 'Test files may be sent anytime, even after the RRE is in a production status'.

Slide notes

If you run the risk of not completing testing in time to submit required information on your initial MSP Input File, please notify your EDI Representative immediately.

Even after the RRE ID has been put in a production status, you may continue to send test files for any file type as you deem necessary.

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General Testing Requirements

Send actual information to test real situations

Include records for Active Covered Individuals enrolled in your GHP who are over age 65

Include 100 records or less on test file

Files over 100 records will be rejected and not processed

System applies same file error threshold checks that are applied to production files

Slide notes

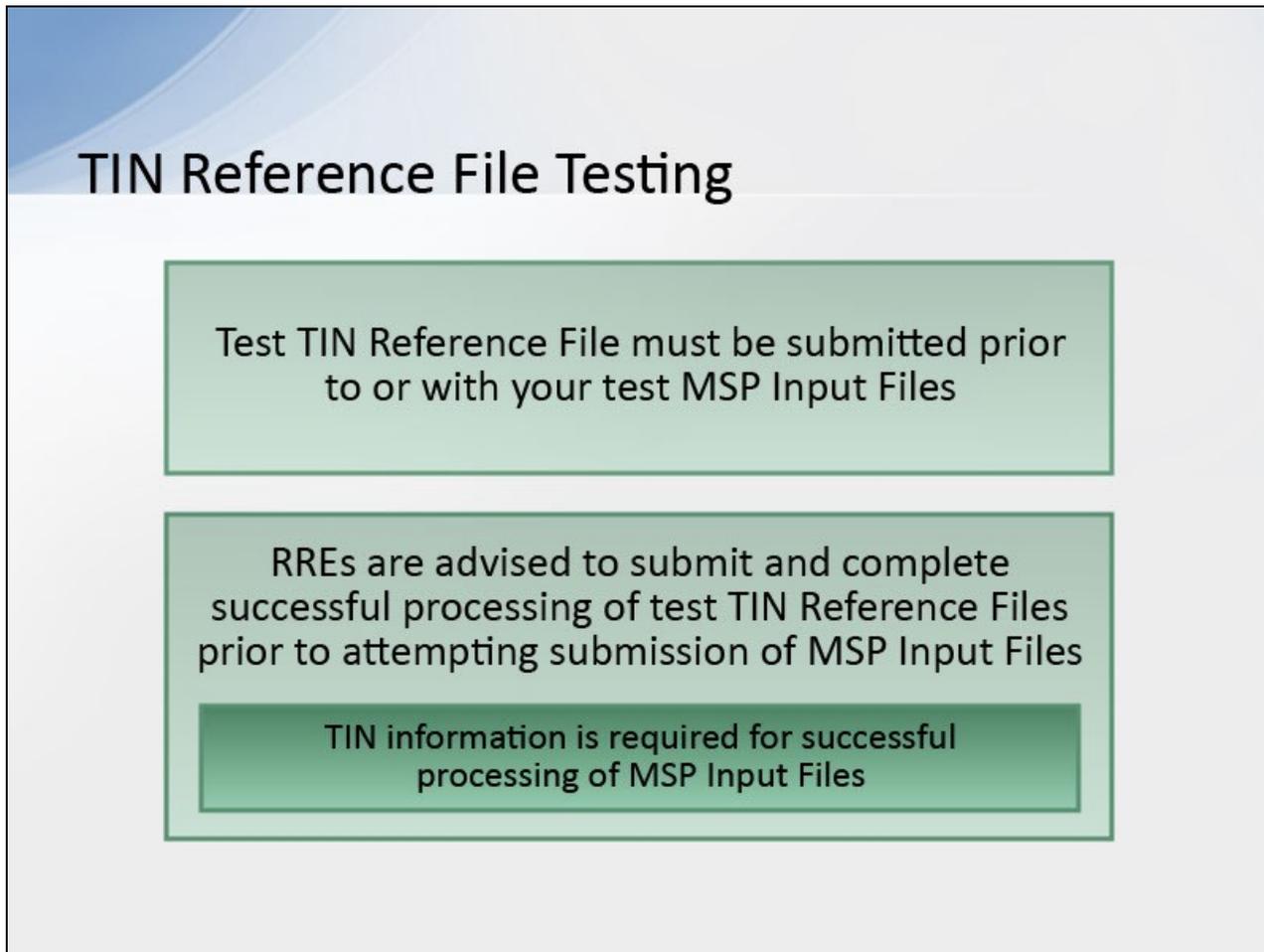
RREs will send actual information for covered individuals on test files in order to test realistic situations.

To improve your chances of getting a match to a Medicare beneficiary, you should include records for Active Covered Individuals enrolled in your GHP who are over the age of 65.

This will allow you to test the 01 disposition code (i.e. the record is accepted). Test files must be limited to no more than 100 records. If the file exceeds 100 records, the file will be rejected and not processed.

The system will apply the same file error threshold checks to test files as those applied to production files. The full file must be processed for threshold and severe error checks to be completed.

Slide 14 - of 24

The slide features a light blue header with the title 'TIN Reference File Testing'. Below the title, there are three green-bordered boxes containing text. The top box states that the test TIN Reference File must be submitted prior to or with the test MSP Input Files. The middle box advises RREs to submit and complete successful processing of test TIN Reference Files before attempting submission of MSP Input Files. The bottom box, which is a darker green, states that TIN information is required for successful processing of MSP Input Files.

TIN Reference File Testing

Test TIN Reference File must be submitted prior to or with your test MSP Input Files

RREs are advised to submit and complete successful processing of test TIN Reference Files prior to attempting submission of MSP Input Files

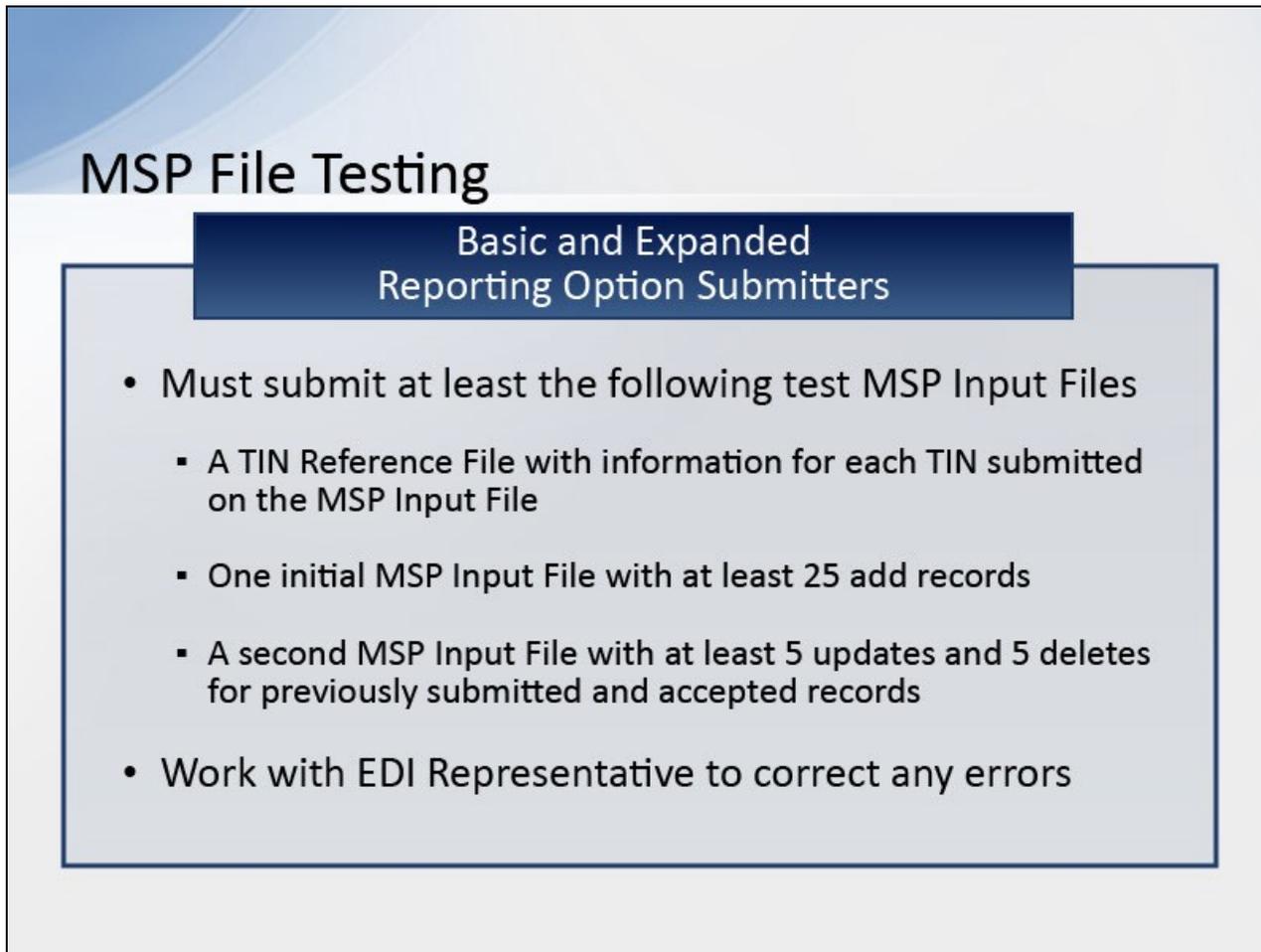
TIN information is required for successful processing of MSP Input Files

Slide notes

A test Tax Identification Number (TIN) Reference File must be submitted prior to or with your test MSP Input Files.

RREs are advised to submit and complete successful processing of test TIN Reference Files prior to attempting submission of MSP Input Files as the TIN information is required for successful processing of MSP Input Files.

Slide 15 - of 24

The slide features a light blue background with a darker blue header area. The main title 'MSP File Testing' is in a large, bold, black font. Below it, a dark blue rectangular box contains the subtitle 'Basic and Expanded Reporting Option Submitters' in white text. The main content is a list of requirements for testing MSP input files, presented in a light blue box with a dark blue border. The list includes a primary bullet point about submitting test files, followed by three sub-bullets detailing the types and content of these files, and a final bullet point about working with an EDI representative.

MSP File Testing

Basic and Expanded Reporting Option Submitters

- Must submit at least the following test MSP Input Files
 - A TIN Reference File with information for each TIN submitted on the MSP Input File
 - One initial MSP Input File with at least 25 add records
 - A second MSP Input File with at least 5 updates and 5 deletes for previously submitted and accepted records
- Work with EDI Representative to correct any errors

Slide notes

GHP RREs must successfully test the MSP Input and Response Files in order to transition from a testing status to a production status.

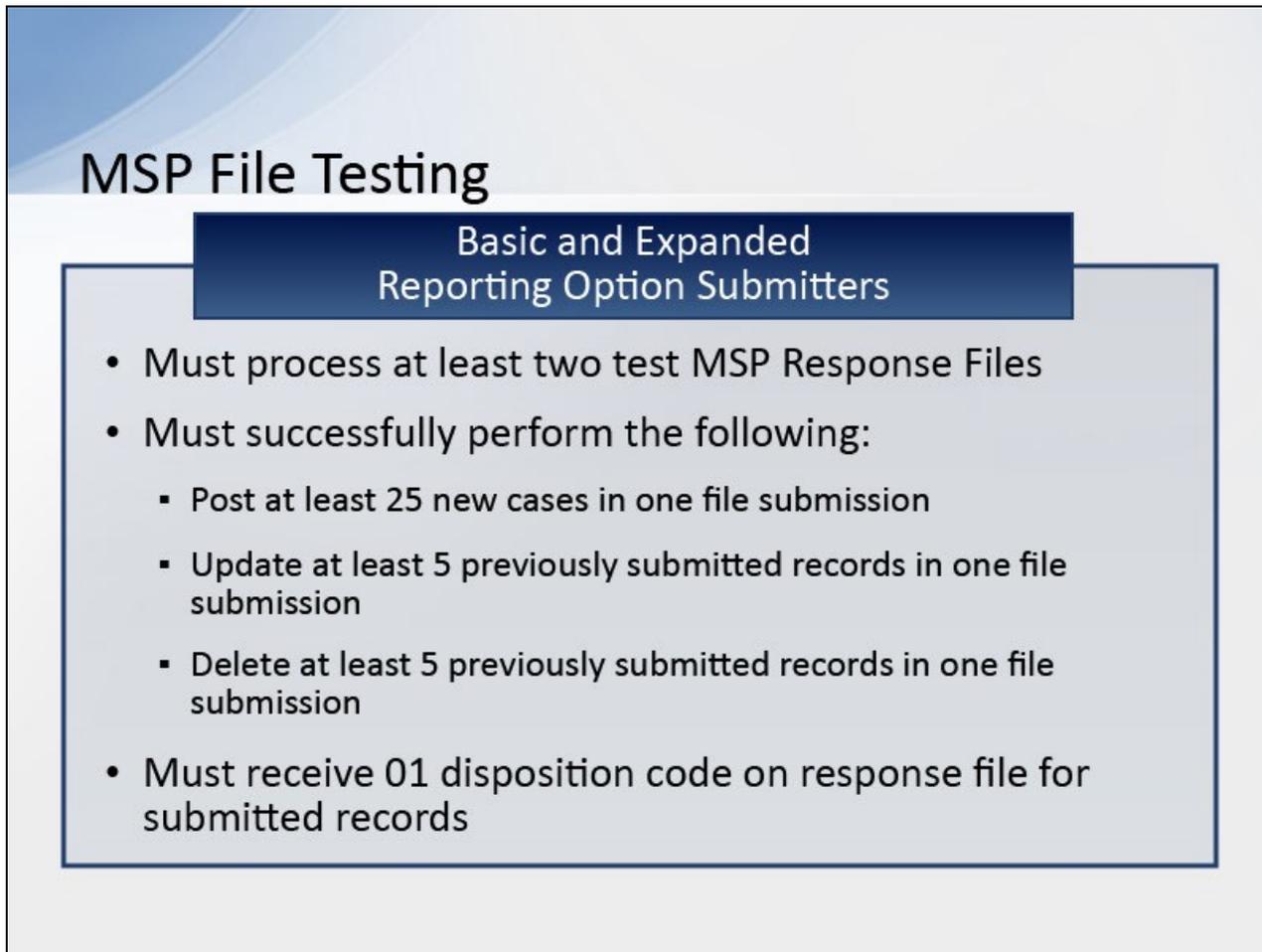
GHP RREs, including both Basic and Expanded Reporting Option submitters, must submit at least the following test MSP Input Files:

A TIN Reference File with information for each TIN submitted on the MSP Input File; One initial MSP Input File with at least 25 add records; A second MSP Input File with at least 5 updates and 5 deletes for previously submitted and accepted records.

This file is submitted after the first response file returned by the BCRC is processed. Note: The BCRC will provide you with a response file within a week after receipt of the test file.

You will need to work with your EDI Representative to correct any errors received on the response file and continue to resubmit the input/update files until you and the BCRC are satisfied with the results.

Slide 16 - of 24

The slide features a light blue background with a white box containing the main content. At the top left of the slide is a blue decorative graphic. The title 'MSP File Testing' is in a large, bold, black font. Below it, a dark blue box contains the subtitle 'Basic and Expanded Reporting Option Submitters' in white text. The main content is a list of requirements for submitters, presented in a black font within a white box.

MSP File Testing

Basic and Expanded Reporting Option Submitters

- Must process at least two test MSP Response Files
- Must successfully perform the following:
 - Post at least 25 new cases in one file submission
 - Update at least 5 previously submitted records in one file submission
 - Delete at least 5 previously submitted records in one file submission
- Must receive 01 disposition code on response file for submitted records

Slide notes

In order to successfully pass the MSP File testing process, GHP RREs, including both Basic and Expanded Reporting Option submitters, must process at least two test MSP Response Files sent back by the BCRC.

Additionally, they must successfully perform the following to pass the testing process: post at least 25 new cases in one MSP File submission; update at least 5 previously submitted records in one MSP File submission; and, delete at least 5 previously submitted records in one MSP File submission.

Please note: A record will be successfully added, updated or deleted when you receive an 01 disposition code for that record on your corresponding response file.

Additional test files must be submitted until these requirements are met and as advised by your EDI Representative.

Slide 17 - of 24

Non-MSP File Testing

Non-MSP Files

- Used by Expanded Reporting Option submitters
- Used to report prescription drug coverage information for Inactive Covered Individuals
- Testing not required, but is recommended

Slide notes

The Non-MSP Input File is used by GHP RREs who have selected the Expanded Reporting Option. This file is used to report information regarding the prescription drug insurance coverage information for Inactive Covered Individuals.

Although Expanded Reporting Option submitters do not have to test this file in order to move to a production status, the BCRC recommends that they do.

Slide 18 - of 24

Non-MSP File Testing

Expanded Reporting Options Submitters Only

- Test Non-MSP Input and Response Files
 - One Non-MSP Input File with at least 25 supplemental drug coverage (D records) add transactions and 5 query records (N records)
 - A second Non-MSP Input File with at least 5 updates and deletes
 - Note: Submitted records receiving an 01 disposition code on response file were successful

Slide notes

Expanded Reporting Option submitters who choose to test the Non-MSP Input and Response Files, should submit at a minimum, the transactions listed below and also process the corresponding response files they receive:

add at least 25 new supplemental drug coverage cases (D records) and 5 query records (N records) in one Non-MSP File submission; update at least 5 previously posted drug coverage records in one Non-MSP File submission; and, delete at least 5 previously posted drug coverage records in one Non-MSP File submission.

Please note: A record will be successfully added, updated or deleted when you receive an 01 disposition code for that record on your corresponding response file. Additional test files may be submitted as deemed necessary by the RRE.

Slide 19 - of 24

Query Only File Testing

Query Only File

- Used to obtain entitlement and enrollment information of potential Medicare beneficiaries
- Is optional

Query Only File Testing

- Recommended that you test before using in production
- May use HEW software to produce/process test files or use your own X12 translator software to create and exchange the ASC X12 270/271 transaction set
- May be completed before/during/after MSP File Testing

Slide notes

The Query Only File is used to obtain entitlement and enrollment information of potential Medicare beneficiaries.

Although testing of this file is optional, if you plan to submit the Query Only File in production, it is recommended that you create and submit a Query Only test file and process the corresponding test response file.

Successful testing of the Query Only Input File is the only way to ensure you will be able to properly use the query process in production. You may use the HIPAA Eligibility Wrapper (HEW) software (provided by the BCRC) to produce your test Query Only Input Files and process your test Query Only Response Files or use your own X12 translator software to create and exchange the ASC X12 270/271 transaction set.

Testing for the query process may be completed before, during or after your testing of the MSP Input File. Testing for the query process may be completed after the RRE has been set to a production status.

Testing the MSP Input File should be your highest priority.

Slide 20 - of 24

Query Only File Testing

RREs will submit

- One Query Only Input File with at least 5 detail records
- Additional Query Only Input Files as needed to validate use of the query process by the BCRC or RRE

RREs will process

- One corresponding Query Only Response File
- Additional response files as needed/requested

Slide notes

To test the Query Only files, submit at a minimum, one Query Only Input File with at least five detail records.

After processing the Query Only Test File, the BCRC will provide you a test Query Only Response File within a week of receipt of the test file.

The response file will identify those covered individuals that have Medicare coverage, and those individuals not found in the database. You should process at least one corresponding Query Only Response File.

The BCRC may request that you submit another Query Only Input Test File if necessary. If they do, you should process this additional response file.

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HEW Software

- PC/server Version 3.0.0 available for download at:
<https://www.cob.cms.hhs.gov/Section111>
- RREs using mainframe version may request a copy of Version 3.0.0 from EDI Representative
- Query Files submitted under Version 4010A1 (or created using Versions 1.2.0 and 2.0.0) will be rejected with a severe error

Slide notes

A copy of the PC/server Version 3.0.0 of the HEW software is available for download on the Section 111 COBSW at <https://www.cob.cms.hhs.gov/Section111>.

RREs using the mainframe version of the HEW may request a copy of HEW Version 3.0.0 from their EDI Representative.

Query files submitted under Version 4010A1 (or created using HEW Versions 1.2.0 and 2.0.0) will be rejected with a severe error.

Slide 22 - of 24

Important Information to Consider

- Work closely with your EDI Representative
- Complete MSP File testing before production date
- Ensure response file is tested
- Submit live data once testing is complete
- Monitor file processing and statistics on Section 111 COBSW
- Update Section 111 COBSW passwords on a regular basis

Slide notes

In order to be successful in complying with Section 111, here are a few important things to remember:

First, RREs should work closely with their EDI Representative; second, MSP File testing must be completed before the Section 111 production live date;

third, RREs should test the response file process and the internal system updates to ensure that they can process the response file data; fourth, RREs should begin submitting live data once they have successfully completed the testing process;

fifth, RREs should monitor file processing and statistics on the Section 111 COBSW on a regular basis; and finally, RREs should update their Section 111 COBSW passwords at least every 60 days.

Slide 23 - of 24



You have completed the Testing course. Information in this course can be referenced by using the GHP User Guide's table of contents and any subsequent alerts. These documents are available for download at the following link: <http://go.cms.gov/mirghp>.

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Slide 24 - of 24



If you have any questions or feedback on this material,
please go to the following link:
<http://www.surveymonkey.com/s/GHPTraining>.

Slide notes

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