



Implementation to Exchange the List of Enrollment in Electronic Medical Documentation Requests (eMDR) for Registered Providers via the Electronic Submission of Medical Documentation (esMD) System

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Implementation Date: July 1, 2019

Note: We reissued this article on April 19, 2019, to reflect an updated CR that added an MLN article attachment. We reissued this article to cover the CR in its entirety. We also revised the CR release date, transmittal number and the link to the transmittal.

PROVIDER TYPES AFFECTED

This MLN Matters Article is for physicians, providers, and suppliers billing Medicare Administrative Contractors (MACs) for services provided to Medicare beneficiaries.

PROVIDER ACTION NEEDED

CR 11003 introduced the enrollment process for the providers who intend to get their Additional Documentation Request (ADR) letters electronically (as eMDR) through their registered Health Information Handler (https://www.cms.gov/Research-Statistics-Data-and-Systems/Computer-Data-and-Systems/ESMD/Which_HIHs_Plan_to_Offer_Gateway_Services_to_Providers.html).

Make sure your billing staffs are aware of these changes.

BACKGROUND

In response to a number of requests from Medicare providers, the Centers for Medicare & Medicaid Services (CMS) is adding the functionality to send ADR letters electronically. CMS conducted a pilot supporting the electronic version of the ADR letter known as Electronic Medical Documentation Request (eMDR) via the esMD system. Since the eMDRs may contain Protected Health Information (PHI) data being sent to the prospective provider, CMS will require a valid consent from the authorized individual representing the provider along with the destination details including any delegation to their associated or representing organizations such as Health Information Handlers (HIHs).

The article published as a part of CR 11003 (which follows) will educate providers on the steps to be performed in order to receive the ADR letter electronically as an eMDR.

MLN Article Information Attached to CR 11003

Terminology

- NPES: National Plan and Provider Enumeration System
- eMDR: Electronic Medical Documentation Request. (Electronic form of ADR)
- esMD: Electronic Submission of Medical Documentation
- HIH: Health Information Handler
- RC: Review Contractor
- ADR: Additional Documentation Request

Timeline

- July 2019 - Providers can register to give their consent that an HIH of their choice can receive transactions on their behalf.
- January 2020 - Providers can receive eMDR (Pre or Post Pay) through their HIH and process the data systematically.
- April 2020 - Providers can receive the list of 'Requested Documents for an ADR' along with eMDR through their HIH.

CMS requires its review contractors to support sending ADR letters electronically as eMDRs. The following contractors are exempted from participation in the eMDR process:

- Payment Error Rate Measurement (PERM) contractors
- The Comprehensive Error Rate Testing (CERT) contractors (can opt to participate in the eMDR process)
- Quality Improvement Organizations (QIO) (can opt to participate in the eMDR process)
- Unified Program Integrity Contractor (UPIC)

CMS is implementing systematic changes to esMD, for the providers to receive ADR letters (Pre/Post) electronically as eMDR. Advantages for the provider to receive eMDRs include:

- ADR letter data in an electronic format (eMDR) provides structured data that can be used for system processing
- Electronic ADR letter (as eMDR) reaches the provider faster and brings traceability to the exchange
- ADRs received electronically makes for efficient management of ADR requests and responses

Registration

To receive the ADRs electronically as an eMDR via the esMD system:

- Provider must ensure that they have a Business Associate Agreement (BAA) in place with an HIH of their choice
- Provider must update the NPPES system to authorize their HIH to receive electronic transactions on their behalf (details mentioned below)
- HIH must complete additional processing steps after which the provider will receive eMDR

Points to Note for Registered Providers

1. eMDR (ADR letters sent via esMD) may have PHI data and requires:

- Consent from authorized individual to receive electronically
- Endpoint information where the eMDR has to be sent
- Active agreements between Provider and HIH, covering security and privacy requirements to handle PHI data

2. eMDR enrollment must use NPPES system to gather provider consent and endpoint information (only provider's authorized individual has access to NPPES).

3. A provider (by NPI) must have an active agreement with one HIH at a time to send/receive data via esMD for all supported Lines of Businesses (LOBs).

4. A provider (by NPI) enrolling and registering for eMDR will receive ADR letters electronically via esMD from all RCs sending out ADR letters. CMS exempts PERM, CERT, UPIC, and QIO contractors from sending eMDRs.

5. A provider (by NPI) enrolling for eMDR is applicable to all its PTANs.

6. HIH shall complete additional processing steps after which provider receives eMDR (after January 2020).

7. The eMDR registration process (new, HIH change or removal) is not effective until all process steps are completed without any discrepancies.

8. Provider is responsible to update NPPES with the latest HIH details.

9. A provider registering for the first time to receive eMDR will receive both electronically and by mail for the first three ADRs as a transition step.

10. A provider enrollment for MAC portals and DDE (Part A) are separate from eMDR enrollment and registration.

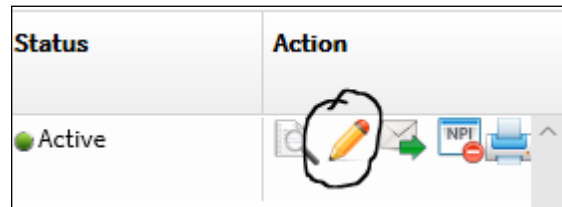
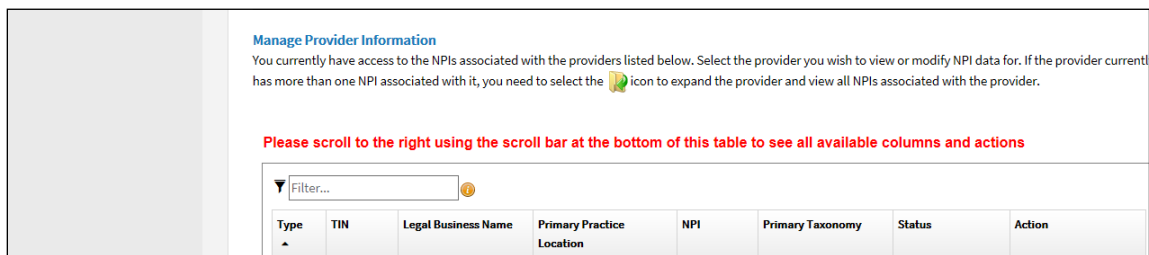
Update 'Endpoint' information in NPPES

Provider Profile in NPPES (to be updated by the provider's authorized person)

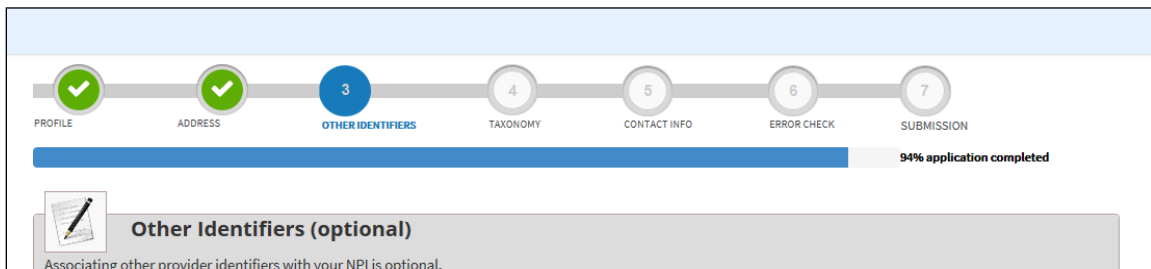
Step 1: Navigate to the main page after logging in. (<https://nppes.cms.hhs.gov>)



Step 2: Scroll down and click on the edit icon under the 'Action' column.



Step 3: Proceed to the 'Other Identifiers' section.



Step 4: Scroll down to ‘End Point (optional)’ section and fill out the details as mentioned below the screen shot.

Endpoint (optional)

* Indicates Required fields.

Endpoints provide a simple, secure, scalable, and standards-based way for participants to send authenticated, encrypted health information directly to known, trusted recipients over the Internet. Endpoint information will be made available on the [NPI Registry](#), [API](#), and [Data Dissemination Files](#) for users to receive and consume.

[More information about Endpoints and how to enter them.](#)

* Endpoint Type: * Endpoint: Endpoint Description:

Endpoint Use: * Other Endpoint Use: Endpoint Content Type:

* Is the Endpoint affiliated to another organization? Yes No * Affiliation: * Endpoint Location:

Provider shall enter the following information in NPPES:

- Endpoint Type: ‘Connect URL’
- Endpoint: [Connect URL of the HIH] *(to be provided by HIH)*
- Endpoint Description: [HIH OID] *(to be provided by HIH)*
- Endpoint Use: ‘Other’
- Other Endpoint Use: ‘CMS esMD eMDR’

Is this Endpoint affiliated to another Organization? (Here provider shall choose ‘Yes’ and enter all the details of the HIH)

- Affiliation: [Enter the HIH Organization Name] *(to be provided by HIH)*
- Endpoint location: [Enter the HIH address] *(to be provided by HIH)*

Use cases

1. A new enrollment and registration request.

- **Provider** - Provider shall enter an agreement with an HIH to accept eMDR on their behalf. An authorized user of the provider shall update the NPPES system with the HIH details.
- **HIH** - HIHs after getting a confirmation of the NPPES update shall send an eMDR enrollment request to esMD.

2. Removal of an eMDR registered provider (does not want ADRs electronically any more).

- **Provider** - An authorized user of the provider shall remove the HIH details from the NPPES system.
- **HIH** - HIHs after getting a confirmation of the NPPES deletion, shall send an eMDR remove request to esMD.

3. Change from one HIH to the other (HIH1 to HIH2)

- **Provider** - An authorized user of the provider shall remove HIH1 and add HIH2 details in the NPPES system.
- **HIH1** - HIH1 after getting a confirmation of the NPPES deletion, shall send an eMDR remove request to esMD.
- **HIH2** - HIH2 after getting a confirmation of the NPPES update shall send an eMDR enrollment request to esMD.

ADDITIONAL INFORMATION

The official instruction, CR11003, issued to your MAC regarding this change is available at <https://www.cms.gov/Regulations-and-Guidance/Guidance/Transmittals/2019Downloads/R2281OTN.pdf>. A detailed provider education document is attached to CR11003.

CMS will notify providers via MLN Matters articles if there are any changes to the process of registration.

If you have questions, your MACs may have more information. Find their website at <http://go.cms.gov/MAC-website-list>.

For more information on esMD visit <https://www.cms.gov/Research-Statistics-Data-and-Systems/Computer-Data-and-Systems/ESMD/index.html>

DOCUMENT HISTORY

Date of Change	Description
April 19, 2019	We reissued this article to reflect an updated CR that added an MLN article attachment. The article is reissued to include the CR attachment (MLN article) in its entirety. We also changed the CR release date, transmittal number, and link to the transmittal.
February 1, 2019	Initial article released.

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