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Medicare Remit Easy Print (MREP) Software

Note: This article was updated on October 1, 2012, to reflect current Web addresses. This article was also revised on August 29, 2011, to add a reference to MLN Matters® article MM7466, which is available at <http://www.cms.gov/outreach-and-education/medicare-learning-network-mln/mlnmattersarticles/downloads/MM7466.pdf>, to alert MREP user to the MREP and PC Print User Guide update for version 5010A1. All other information is unchanged.

Provider Types Affected

Providers, physicians, suppliers, and qualified non-physician practitioners billing Medicare carriers, including durable medical equipment regional carriers (DMERCs)

Provider Action Needed



STOP – Impact to You

This Special Edition provides an overview of the new Medicare Remit Easy Print (MREP) software developed by the Centers for Medicare & Medicaid Services (CMS), which is now available for you to view and print the Health Insurance Portability and Accountability Act (HIPAA) compliant Electronic Remittance Advice (ERA)



CAUTION – What You Need to Know

With the new MREP software, you can view and print as many or as few claims as needed. This is especially helpful when you need to print only one claim from the Remittance Advice (RA) when forwarding the claim to a secondary payer.



GO – What You Need to Do

See the *Background* section of this article for further details regarding this free software.

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This article was prepared as a service to the public and is not intended to grant rights or impose obligations. This article may contain references or links to statutes, regulations, or other policy materials. The information provided is only intended to be a general summary. It is not intended to take the place of either the written law or regulations. We encourage readers to review the specific statutes, regulations and other interpretive materials for a full and accurate statement of their contents.

Background

In June 2005, CMS announced to carriers (including DMERCs) their Remittance Advice (RA) Initiative, which included plans to reduce the number of Standard Paper Remittance Advices (SPRs) printed and mailed as well as increase usage of the ERA.

Medicare Remit Easy Print (MREP) Software

As part of the RA initiative, CMS developed MREP software to enable physicians and suppliers to read and print the HIPAA-compliant ERA (also known as Transaction 835 or “the 835”).

MREP software uses the ERA file that is sent to you by your carrier/DMERC in the HIPAA-compliant 835 format.¹ Other electronic formats cannot be used.²

With the new MREP software, you will be able to:

- Navigate and view the ERA using your personal computer;
- Search and find ERA/claims information easily;
- Print the ERA in the SPR format;
- Print and export reports about ERAs including denied, adjusted and deductible applied claims; and
- Archive, restore, and delete imported ERAs.

To utilize the MREP software, you will need to receive a HIPAA-compliant ERA (HIPAA 835). Contact your carrier/DMERC to find out more about MREP and/or for information on how to receive HIPAA compliant ERAs.

MREP software will be revised three times per year to accommodate Claim Adjustment Reason and Remittance Advice Remark Code set changes. You can sign up to be notified automatically when a new version of MREP is available at your carrier's/DMERC's web site.

¹ Beginning October 1, 2005, new Medicare contractors are called Medicare Administrative Contractors (MACs). Also, from October 2004 through October 2011, all existing Fiscal Intermediaries (FIs) and Carrier contracts will be transitioned into MAC contracts, using competitive procedures. Providers may access the most current Medicare Contracting Reform information to determine the impact of these changes at <http://www.cms.hhs.gov/MedicareContractingReform/> on the CMS web site.

² CMS plans to end the use of other formats soon.

Disclaimers

This software was developed by the Centers for Medicare & Medicaid Services (CMS) for use by Medicare providers/suppliers to view and print a Health Insurance Portability and Accountability (HIPAA)-compliant Medicare 835. Medicare has no liability and takes no responsibility for any other use of this software.

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Availability and Cost

MREP software can save you time resolving Medicare claim issues, and it provides features unavailable with the SPR. MREP is available to you **free-of-charge**, and further information on the software (including how to obtain a free copy) is available at your carrier's or DMERC's web site.

Benefits of Using MREP Software

1. Save Time and Money

You can print remittance information directly from your computer the day the HIPAA 835 is available. No more time is spent waiting for the mail!

2. Create and Print Special Reports

With MREP, you can run several useful reports including:

- **Deductible Service Lines Report:** Shows claim service lines that have a deductible amount.
- **Adjusted Service Lines Report:** Shows claims within a single remittance that have a claim status 22 (reversed claim).
- **Denied Service Lines Report:** Shows only claim service lines that have an allowed amount of zero *and* are associated with a claim that does not have a claim status 22 (reversed claim).

3. Print and Forward Claims for Other Payers

MREP provides the ability to print remittance information for individual or multiple selected claims, and it allows you to forward only those claims that are needed by other payers for secondary payment.

You may view and/or print as many or as few claims as needed. This eliminates the need for you to darken individually identifiable data on the SPR, as you may do today, that does not pertain to the claim for which you are requesting payment.

4. Navigate and View Remittance Information

MREP organizes and presents information in a manner that makes it easy for you to view. It also provides separate tabs to access the following:

- A list of claims
- Details for individually selected claims
- Summary information
- Glossary information containing Claim Adjustment Reason Codes, Remittance Advice Remark Codes, and their definitions

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- A data view that allows you to look at the various loops and segments containing data in the HIPAA 835
- A search function to find claims containing specific information.

5. Search for Claim(s) Information Quickly and Easily

MREP's search function can help you find a claim (or multiple claims) based on your customized search criteria. Using it, you can search by names, numbers, and even portions of information such as:

- Health Insurance Claim Number (HICN)
- Beneficiary Last Name
- Internal Control Number (ICN)
- Beneficiary Account Number
- Procedure Code
- Service Date
- Rendering Provider Number.

Note: MREP's search capability provides a powerful way to save time and money when examining remittance information.

6. Eliminate Need for Physical Filing and Storage Space

MREP software imports a HIPAA 835 (once you have received it from your carrier/DMERC) and saves the information as a separate Import file to help ensure that the original HIPAA 835 file remains intact.

It also provides an easy-to-use method to archive, restore, and delete these Import files as you maintain your remittance records (further reducing the need for physical filing of printed copies and additional storage space).

As you gain familiarity with the MREP software, you will be able to take advantage of the numerous keystroke shortcuts designed to streamline use of the software and save you time while viewing your remittance information.

Installing and Using MREP Software

To install and use the MREP software, your computer system(s) must meet the following minimum criteria:

- IBM-compatible PC
- Windows XP (Recommended), Windows 2000, Windows NT, or Windows 98 SE

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- 2.0 GHz processor
- 256 MB RAM
- 3 MB hard disk space
- .NET Framework version 1.1 or higher.

Additional Information

You may want to review MM7218 (<http://www.cms.gov/outreach-and-education/medicare-learning-network-mln/mlnmattersarticles/downloads/MM7218.pdf>), which alerted providers that effective July 1, 2001, the MREP software is modified to be compatible with Microsoft Windows 7, Vista, and XP operating systems.

For more information about the MREP software and how to receive the HIPAA 835, please contact your carrier/DMERC. Medicare Part B Electronic Data Interchange (EDI) Helpline phone numbers are available at <http://www.cms.gov/Medicare/Billing/ElectronicBillingEDITrans/index.html> on the CMS website.

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