

DEPARTMENT OF HEALTH AND HUMAN SERVICES
Centers for Medicare & Medicaid Services



How to Use the Medicare Coverage Database

Target Audience: Medicare Fee-For Service Program (also known as Original Medicare)

To Learn More...

If you find this How To booklet helpful, then you may wish to review the other booklets in this series. To locate these booklets, go to the MLN Publications page at <http://go.cms.gov/mln-publications> and search for items containing the words "how to."

CPT Disclaimer-American Medical Association (AMA) Notice

CPT codes, descriptions and other data only are copyright 2018 American Medical Association. All Rights Reserved. Applicable FARS/DFARS apply.

CPT only copyright 2018 American Medical Association. All rights reserved.

CPT is a registered trademark of the American Medical Association.

Applicable FARS/DFARS Restrictions Apply to Government Use.

Fee schedules, relative value units, conversion factors and/or related components are not assigned by the AMA, are not part of CPT, and the AMA is not recommending their use. The AMA does not directly or indirectly practice medicine or dispense medical services. The AMA assumes no liability for data contained or not contained herein.

INTRODUCTION

What is the Medicare Coverage Database (MCD)?

The Medicare Coverage Database (MCD) contains all National Coverage Determinations (NCDs) and Local Coverage Determinations (LCDs), local articles, and proposed NCD decisions. The database also includes several other types of National Coverage policy related documents, including National Coverage Analyses (NCAs), Coding Analyses for Labs (CALs), Medicare Evidence Development & Coverage Advisory Committee (MEDCAC) proceedings, Technical Assessments (TAs), and Medicare coverage guidance documents. Definitions of these terms are found on page 7 of this booklet.

Why Would a Health Care Professional, Supplier, or Provider Use the Coverage Database?

All health care providers should be knowledgeable about Medicare coverage prior to providing services or items to Medicare beneficiaries. Because extensive coverage information is readily available, CMS expects health care providers to know Medicare coverage requirements so they can anticipate payment denial. If a provider does not give the beneficiary proper written advance notice that Medicare will likely deny the service or item, the provider is financially liable. However, if a provider gives the beneficiary proper written advance notice that Medicare will likely deny payment for the service or item and indicates this action on the claim, the beneficiary may be held liable.

The MCD is intended for use by Medicare Contractors, providers, and other health care industry professionals. People with Medicare, family members, and caregivers should visit the official U.S. Government site for people with Medicare for the latest information on Medicare enrollment, benefits, and other helpful tools. Refer to <http://www.Medicare.gov> for more information.

Background: Medicare Coverage and Coverage Determinations

The Social Security Act (the Act) is the primary authority for all coverage provisions and subsequent policies. Medicare coverage is limited to items and services that are reasonable and necessary for the diagnosis or treatment of an illness or injury, and within the scope of a Medicare benefit category. In certain cases, CMS deems it appropriate to develop an NCD for an item or service to be applied on a national basis for all Medicare beneficiaries meeting the criteria for coverage. Medicare Contractors develop LCDs when there is no NCD or when there is a need to further define an NCD.

How Up-to-Date is the MCD?

CMS updates the national coverage information in the MCD in real time, except the national coverage download, which is updated weekly, and local coverage information, which is updated every Thursday. In addition, you should subscribe to your Medicare Administrative Contractor (MAC) electronic mailing list in order to be notified of new or changing LCDs.

How to Locate the MCD

The MCD is located at <http://www.cms.gov/medicare-coverage-database>, one of the top links on the CMS website homepage.

USING THE MCD

Figure 1 displays a portion of the MCD Overview page.

HELPFUL HINT

Messages on the MCD Notice Board change frequently and are posted to alert users to changes to the database.

Navigation Bar Options

The navigation bar appears at the top of each MCD page and identifies multiple ways to locate and view data. Selected navigation bar options are shown in orange.

Advanced Search

This option allows you to explore national and local coverage documents using a variety of criteria such as keyword, diagnosis/procedure code, and date. Note that the MCD Overview page also features a Quick Search option.

Indexes

The Indexes provide pre-defined lists of national and local coverage documents, such as:

- NCDs by chapter/section and alphabetically
- LCDs and articles by contractor, state, and alphabetically
- Local coverage contacts and links to MAC websites
- Open or closed NCAs

The Indexes tab in the top navigation bar includes a drop-down menu providing direct access to National Coverage and Local Coverage Indexes. We will learn more about accessing Indexes later.

Reports

This feature provides reports of national and local coverage data, such as what's new in national coverage, LCD reports, and annual reports.

The Reports tab in the top navigation bar includes a drop-down menu providing direct access to National Coverage and Local Coverage reports. We will learn more about accessing reports later.

Downloads

Download complete sets of LCDs, NCDs, and articles.

Basket

The basket tool allows you to view or email saved documents from a search.

SEARCH

The Search features are useful for finding a particular coverage document or a document with certain key words. This section explains how to use the Quick Search feature and also how to perform an Advanced Search.

Using the Quick Search Feature

Figure 2 displays the Quick Search feature which is located on the right of the MCD Overview page. You may search by document ID or by document type.

1. The Document ID search option provides a quick way to execute a search. After you enter the Document ID, you can enter the date of service or leave it blank, then click Search by ID. If the date of service is left blank, you will receive the most recent version of the LCD. This type of search is efficient because it returns only the document needed.

HELPFUL HINT

Because you must know the exact ID, searching by document ID is most helpful for a previously-referenced document where you have saved the document number and are subsequently referencing it to determine if any changes have occurred. The Document ID can be found at the beginning of an LCD, Article, or National Coverage Determination (NCD). When performing an ID search, the entire ID must be specified, including any letters or dashes. Note that MEDCAC, TA, and Medicare Coverage Documents cannot be searched for by document ID.

2. If the document ID is unknown, it is possible to search by document type using several criteria.
 - Select the option for:
 - Both National and Local Coverage Documents (the site defaults to this selection)
 - National Coverage Documents
 - Local Coverage Documents
 - Select a geographic area/region from the dropdown menu if searching for a Local Coverage Document or both national and local coverage documents. In addition to states, CMS regions can be selected. This option does not appear if searching for NCDs only, as the geographic area is not needed for this search.
 - Insert a keyword or keywords. Keyword searches are not case sensitive.
 - If searching for Local Coverage Documents, you may enter a CPT/HCPCS code instead of or in addition to any keywords.
 - If you are searching for national and local coverage documents, you must select a geographic area or region and enter a keyword. You will not be given the option to enter CPT/HCPCS codes with this selection because National Coverage Documents do not contain CPT/HCPCS codes.

HELPFUL HINT

The keyword feature searches titles only, except for Technology Assessments (TAs), which are searched by the entire document.

National coverage documents are grouped under the following headings:

- **NCDs**
- **NCAAs**
- **CALs**
- **MEDCAC Meetings**
- **TAs**
- **Medicare Coverage Documents**

National Coverage Determinations (NCDs) describe the circumstances for Medicare coverage nationwide for a specific medical service, procedure, or device. NCDs generally outline the conditions for which a service is considered to be covered, or not covered, under §1862(a)(1) or other applicable provisions of the Social Security Act (that is, a determination as to whether the service is reasonable and necessary).

National Coverage Analyses (NCAs)

Numerous documents support the national coverage determination process. They include tracking sheets to inform the public of the issues under consideration and the status of the review, information about MEDCAC meetings, Technology Assessments, and Decision Memoranda that announce CMS' intention to issue an NCD. These documents, along with the compilation of medical and scientific information currently available, any Food and Drug Administration (FDA) safety and efficacy data, and clinical trial information, provide the rationale behind the evidence-based NCDs.

Coding Analyses for Labs (CALs)

CALs is an abbreviated process, similar to the NCD process, for making changes to the coding component of the negotiated laboratory NCDs. The process is used for adjusting the list of covered (or non-covered) ICD-10-CM/PCS diagnosis codes and coding guidance in the NCDs when there is a

question regarding whether the code flows from the narrative indications in the NCD.

MEDCAC Meetings

The MEDCAC is used to supplement CMS' internal expertise and to ensure an unbiased and contemporary consideration of state of the art technology and science. MEDCAC members have background, education, and expertise in a wide variety of scientific, clinical, and other related fields.

Technology Assessments (TAs)

Under an Interagency Agreement with CMS, the Agency for Healthcare Research and Quality (AHRQ) contracts with their Evidence-based Practice Centers (EPCs) to develop systematic reviews, health technology assessments, and other reports at the request of CMS. The MCD includes final and occasional draft TAs.

Medicare Coverage Documents

This section includes documents such as the Compendia Index and the Guidance Index.

NCDs may include links to Medicare claims processing transmittals containing Claims Processing Instructions (CPIs).

If a search includes LCDs, the following document types would also be displayed:

- **Articles**
- **LCDs**

Articles contain coding or other guidelines that complement an LCD.

LCDs are decisions by MACs whether to cover a particular service in their jurisdictional area in accordance with §1862(a)(1) of the Social Security Act. LCDs may be developed in the absence of a specific statute, regulation, national coverage policy, national coding policy, or as an adjunct to a national coverage policy.

To revise the search criteria, click the [Modify Your Search](#) link or select the [Back to Overview](#) and [Quick Search](#) link at the top of the page. Click [New Search](#) to delete the selection criteria from the previous search and begin a new search.

Figure 3 displays a portion of the Quick Search results after selecting the National Coverage Documents search option, entering cardiac as the keyword, and clicking [Search By Type](#) to begin the search.

Results are displayed in a list format. Select Expand All to view all of the results. To reorder the results, use the sorting triangles for each column. These expand and sort options are available on most search result screens.

1. To view a NCD or LCD of interest, click on the title. If a document contains Current Procedural Terminology (CPT) or Current Dental Terminology (CDT) codes, you must accept the American Medical Association (AMA), American Dental Association (ADA), and National Uniform Billing Committee (NUBC) User Agreements before you can view the document. The AMA/ADA/NUBC User Agreement appears once per Internet session, the first time you view a document that may contain CPT or CDT codes. You must accept the agreement to view documents with CPT or CDT codes.
2. To add an item to your basket, select the checkbox in the right column corresponding to the document. Then, select Add to Basket. To view the items in your basket, click the Basket option in the navigation bar.

HELPFUL HINT

Items in your basket are lost once the browser is closed. Your basket will be empty each time the browser is restarted. Select the Email Basket button to email the contents of your basket to yourself for future reference. Your basket will contain links to the selected documents.

Add to Basket Function

You can add items to the basket from a list of search results.

Figure 4 shows the option to select documents and add them to the basket.

To view the items in your basket, click the Basket option in the navigation bar.

Empty Basket Function

To empty the entire basket, click the Empty Basket button.

1. To remove one or more documents, select the checkbox next to the document to be removed and then check the Remove Only Selected Documents box at the top of the page.
2. Click on the Empty Basket button to remove the items.

Figure 5 shows the empty basket function.

Email Basket Function

To email the entire basket, click the Email Basket button.

1. To email a document from the basket, select the checkbox next to the document to be emailed, and then check the Email Only Selected Documents box at the top of the page.
2. Click on the Email Basket button to email the items.

Figure 6 shows the email basket function.

MCD Help

The MCD offers help links located at the top right corner of each MCD webpage beside the navigation bar. Page Help offers helpful information for the particular module. Contextual Help offers section-specific help when you hover over a section of a page. It can be turned on by clicking the Contextual Help is Off link.

Using the Advanced Search Feature

Select the Advanced Search button in the top navigation bar to begin using the Advanced Search feature. It provides a variety of selection criteria beyond the Quick Search option for searching the database by document type. When a search for National Coverage Documents, Local Coverage Documents, or both is selected, additional document type criteria options will display. The document types selected in this step will cause variations in the selection criteria that display to complete the search. Figure 8 shows the Advanced Search feature when searching for a National Coverage Document.

1. Select the document types to include in the search. Click the View coverage descriptions link for coverage document type descriptions.
2. Optional additional filters may also be selected to include in the search.

HELPFUL HINT

To select multiple options from a criteria list, hold down the Ctrl key and select options with the mouse or hold down the Shift key and select criteria with the down arrow on the keyboard. When multiple criteria are entered, only records meeting all criteria are returned.

National Coverage Documents

National Coverage Documents can be searched by the following document types:

- NCAs
- CALs
- NCDs
- MEDCAC Meetings
- TAs
- Medicare Coverage Documents

Additional national coverage document filters include:

- Keyword
- NCA/CAL Status
- Benefit Category (a dropdown menu offers choices such as Cardiac Rehabilitation Programs, or Antigens)
- Date Criteria

Keyword Searches

Use the Keyword search option on the Advanced Search page to search for national and local coverage documents containing a specific word or words. Most, but not all, fields in a document are searched in an entire document search. To see which fields are excluded, please look at the MCD Page Help link on the Advanced Search page.

Search By Keyword

1. Select whether you would like to search for the keyword when it appears just in the title of the document or anywhere in the entire document.
2. The drop-down menu allows users to specify how they would like the search to work. An Exact Phrase search will return documents that contain only what is entered as the keyword, in the order the words were entered. (For example, searching for cardiac pump will return only documents with cardiac pump.) An All Words search will return only documents that contain all the words entered, regardless of the order in which they were entered. (For example, searching for cardiac pump will return only documents that have at least one occurrence of cardiac and one occurrence of pump.) An Any Words search will return documents that contain any of the words entered. (For example, if the document contains either cardiac or pump, it will be returned.)

Local Coverage Documents

Searches for local coverage documents can be conducted by type of article and/or policy status.

An Advanced Search for Local Coverage Documents requires that a geographic and/or specific Contract Type or Contractor Name be selected. Use the checkboxes to select which types of Local Coverage Documents to search for (all documents are selected by default) and whether to include proposed LCDs in the search (proposed LCDs are not included by default).

Figure 9 shows the following additional filters that may be selected when searching for a local coverage document:

- Keyword
- CPT/HCPCS code
- ICD-10-CM code
- Date Criteria

HELPFUL HINT

If the ICD-10 code is unknown, click on the corresponding Code Lookup link to search for a specific code by ICD-10 description keyword.

Use one of the following to execute another search by returning to the Advanced Search:

- Click the Back to Advanced Search link from the top of the page. The selection criteria from the previous search will be retained.
- Click the Modify Your Search link. The selection criteria from the previous search will be retained.
- Click the New Search link. The selection criteria from the previous search will not be retained.

INDEXES

The Indexes feature provides a quick method of finding information such as:

- Which NCAs are open or closed for comment
- LCDs and articles by contractor or state
- Local Medicare Administrative Contractors (MACs)

Using the Indexes Feature

The Indexes tab in the top navigation bar includes a drop-down menu providing direct access to NCAs, CALs, NCDs, Meetings and Assessments, Medicare Coverage Documents, LCDs, Articles, and Contacts. Select an item in the drop-down menu or select the Indexes tab to begin using the Indexes.

Figure 10 shows the Indexes tab drop-down menu with National Coverage Analyses (NCAs) selected.

Figure 11 shows the Closed NCAs Alphabetical Index Results.

HELPFUL HINT

National Coverage and Local Coverage selections open in expanded lists. To close the expanded list, select the minus (-) sign at the top left of the screen. Select the plus (+) sign to expand the lists again.

National Coverage Indexes

NCAs

The index includes open and closed analyses and the public comments relating to these. Select the NCAs Open for Public Comment link to view NCAs that are currently open for comment. Select the Comment button beside the applicable NCA title to submit a comment.

CALs

The index lists open and closed lab analyses alphabetically.

NCDs

CMS provides an alphabetical index as well as an index organized by Chapter/Section of the “Medicare National Coverage Determinations Manual” (Internet-Only Publication 100-03, Parts 1 through 4). All lab determinations from Chapter 1, Part 3 of this manual are also listed alphabetically under labs.

Meetings And Assessments

MEDCAC topics are displayed by meeting date. TAs are displayed alphabetically by title in the TA index.

Medicare Coverage Documents

This section includes documents such as:

- The Compendia Index with the various compendia used by CMS
- The Guidance Index with links to Coverage and Analysis Group (CAG) Guidance documents

Local Coverage Indexes

LCDs

Figure 12 shows the local indexes options for obtaining a list of all LCDs by contractor, state, or alphabetically.

Figure 13 shows the screen when searching for LCDs by contractor. Make a selection from the list of contractors, select a document type (or multiple types) using the checkboxes, and then click Submit. Links to state abbreviations also are available.

HELPFUL HINT

When selecting LCDs or Articles by contractor, it is possible to select multiple contractors by holding the CTRL key and selecting the contractors of choice with the mouse.

Articles

An index of articles may also be obtained by contractor, state, or alphabetically.

Contacts

This index features local coverage contacts by type of MAC, as well as an alphabetical index containing all types. Click on a link to view an alphabetical listing of contractor contact information, as well as to identify the Medical Director for each contractor. This section also features a list of contractor websites.

Index Results

Figure 14 shows the LCDs Alphabetical Index Results. Make a selection from the list of document types. Select a document type (or multiple types) using the checkboxes, and then click Submit. A full list of LCDs will display alphabetically by title.

One-LCD View

Figure 15 shows the LCD Details page that appears when selecting an LCD from the Alphabetical Index Results. To add clarity and avoid redundancy when a unique LCD is shared by multiple contracts, the MCD now features a helpful One-LCD view. Each LCD or Article, regardless of the number of associated contract numbers, displays only once. All associated contract numbers, states, contract types and jurisdictions display in the “Contractor Information” section at the beginning of each document.

REPORTS

The user may refine and customize the reports available through the MCD by date and other criteria. The reports are excellent tools for finding only coverage determinations that are applicable to your needs.

Using the Reports Feature

The Report tab in the top navigation bar includes a drop-down menu providing direct access to National Coverage and Local Coverage reports. Select an item in the drop-down menu or select the Reports tab to access the reports. Figure 16 displays the drop-down menu under the Reports tab in the top navigation bar.

Highlights of several reports are provided below:

National Coverage Reports

What’s New Report

This report lists NCDs, NCAs, CALs, MEDCAC meetings, TAs, and Medicare Coverage Documents posted in the last week, 30, 60, or 90 days, according to your specification. When the report is initially selected, a listing of all document types posted in the last week will appear based on the default

setting. For documents posted in the last 30, 60, or 90 days, change the criteria from the dropdown menu and re-run the report.

Annual Report

This report is a list of NCAs, CALs, and/or NCDs by year.

Local Coverage Reports

What's New Report

Use this report to view the list of Local Coverage Documents that:

1. Have changed for a particular database update
2. Are new for a particular database update

HELPFUL HINT

Clicking on the MCD Page Help link from any of the Reports webpages provides instructions on how to custom design reports.

LCD Status Report

Figure 17 shows the screen when selecting the LCD status report option. Use this report to determine the level and type of activity and the number of final documents for each contractor for a designated time period. Select the year to view either by month or quarter. You may also search by region, state, contractor type, or contractor name.

Proposed/Draft LCD Status Report

The default is to view proposed/draft LCDs for all contractors. Narrow a search by selecting one or more contractor types, or one or more individual contractors.

LCD Last Updated Report

Use this report to see when an LCD was last updated and for what reason(s).

Article Status Report

This report indicates the status of a MAC's articles based on the year and other criteria.

Self-Administered Drug (SAD) Exclusion List Report

The report lists drugs determined by a contractor to be usually self-administered and, therefore, excluded from Medicare Part B coverage by law.

DOWNLOADS

Using this feature, you can download Data Sets containing all the Local Coverage Documents (Articles and LCDs) or the National Coverage Documents (NCDs and Public Comments for NCAs/CALs) used by the Medicare Coverage Database website.

The download files include data dictionaries that explain the content and usage of each database.

Note that downloading may take some time, as much as six hours, depending on the speed of the Internet connection.

Using the Downloads Feature

To access the Downloads feature, click Downloads in the top navigation bar. Accept the ADA/AMA/NUBC license agreements to proceed. Figure 18 displays a portion of the Downloads webpage.

The following data sets may be downloaded:

- Current LCDs
- Current and retired LCDs
- Current Articles
- Current and retired Articles
- NCDs

Select the data you would like to download and click Submit.

Reports come in a zipped format. For assistance with .zip files, select: Can I get instructions on what you do with a zipped file? To access the link for system requirements, select: What are the hardware and software requirements?

Note that most providers will not use the download feature. Each download includes the data in a Microsoft Access (.mdb) file, as well as a comma separated value (.csv) file, so they may be imported into a user's database management program.

HELPFUL HINT

Remember, Local Coverage Documents are updated once a week and National Coverage Documents update in "real time" on the MCD; thus, information in the downloads may quickly become outdated.

Tips about MCD Downloads

Data Dictionary

Each data download includes a data dictionary that explains the content and structure of the database.

Hardware and Software Requirements

The user's computer must meet minimum standards to support the downloads. The standards are indicated on the Downloads main page.

Attachments

LCDs, Articles, and NCDs may include supporting attachment documents. These attachments are not included in the downloads. The attachments must be viewed via the MCD.

Retired LCDs and Articles

The downloads for LCDs and Articles offer a Retired documents option. Retired LCDs and Articles move to the MCD Archive one year after their retirement dates.

Historical Versions

A document may have many published versions over time. The MCD Downloads only include the most recent version of each document. However, the most recent version includes the complete Revision History entries.

RESOURCES

Beneficiary Notices

<http://www.cms.gov/Medicare/Medicare-General-Information/BNI/index.html>

Both Medicare beneficiaries and providers have certain rights and protections related to financial liability under the Fee- For-Service (FFS) Medicare and the Medicare Advantage (MA) Programs. These financial liability and appeal rights and protections are communicated to beneficiaries through notices given by providers.

CMS.gov Email Updates

<http://www.cms.gov/About-CMS/Agency-Information/Aboutwebsite/EmailUpdates.html>

CMS offers a free email subscription service, which provides notifications electronically when new information is available. CMS Coverage electronic mailing list subscribers receive weekly notification when national coverage documents are updated, including NCAs, NCDs, and MEDCAC meeting information.

Internet-Only Manual (IOM) Pub 100-03

“Medicare National Coverage Determinations (NCD) Manual”

<http://www.cms.gov/Regulations-and-Guidance/Guidance/Manuals/Internet-Only-Manuals-IOMs.html>

In addition to using the MCD, you may access NCDs in this manual. It is organized by categories (for example, medical procedures, supplies, diagnostic services). A table of contents is provided for each of the four manual parts. Each subject in a category is listed and identified by a number.

Internet-Only Manual (IOM) Pub 100-08

“Medicare Program Integrity Manual”

<http://www.cms.gov/Regulations-and-Guidance/Guidance/Manuals/Internet-Only-Manuals-IOMs.html>

Chapter 13 is entitled “Local Coverage Determinations” and describes the development process of LCDs by MACs, including involvement of practicing health care providers.

Local Coverage Contacts

<http://www.cms.gov/medicare-coverage-database>

From the MCD Indexes page, access the Local Coverage Contacts section to find contractor contact information. From a MAC’s website, sign up for an applicable electronic mailing list.

Medicare Coverage Center

<http://www.cms.gov/Center/Special-Topic/Medicare-Coverage-Center.html>

The Medicare Coverage Center webpage offers a spotlight of new information and links to other information organized by such topics as coverage process, information exchange, and coverage guidance documents.

Medicare Coverage Database (MCD) Notice Board

<https://www.cms.gov/medicare-coverage-database>

Messages on the MCD Notice Board change frequently and are posted to alert users about changes to the database.

Medicare Coverage General Information

<http://www.cms.gov/Medicare/Coverage/CoverageGenInfo/index.html>

This page provides basic coverage information and links to the Coverage Center and MCD.

Official U.S. Government Site for Medicare

<http://www.medicare.gov>

People with Medicare, family members, and caregivers should visit this site for the latest information on Medicare enrollment, benefits, and other helpful tools.

Self-Administered Drug (SAD) Determinations Medicare Benefit Policy Manual, Chapter 15

<https://www.cms.gov/Regulations-and-Guidance/Guidance/Manuals/Downloads/bp102c15.pdf>

Sections 50.2, Determining Self-Administration of Drug or Biological, and 50.5, Self-Administered Drugs and Biologicals, provide information about self-administered drug coverage.

For more information about the Medicare Coverage Database, visit <http://www.cms.gov/medicare-coverage-database>.



Disclaimers

This educational product was current at the time it was published or uploaded onto the web. Medicare policy changes frequently so links to the source documents have been provided within the document for your reference.

This educational product was prepared as a service to the public and is not intended to grant rights or impose obligations. This educational product 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.

The Medicare Learning Network®, MLN Connects®, and MLN Matters® are registered trademarks of the U.S. Department of Health & Human Services (HHS).