CMS Manual System	Department of Health & Human Services (DHHS)
Pub 100-20 One-Time Notification	Centers for Medicare & Medicaid Services (CMS)
Transmittal 1960	**Date: November 3, 2017**
	Change Request 10316

SUBJECT: Implementation of the Award for the Jurisdiction Part A and Part B Medicare Administrative Contractor (JJ A/B MAC)

I. SUMMARY OF CHANGES: The purpose of this Change Request (CR) is to announce the Jurisdiction JJ A/B MAC recompetition procurement that was awarded to Palmetto GBA LLC. The current MAC workload numbers for Part A 10101, 10201 and 10301 will change to 10111, 10211 and 10311. Current workload numbers for Part B 10102, 10202 and 10302 will change to 10112, 10212 and 10312.

EFFECTIVE DATE: January 29, 2018 - Part A Effective Date; February 26, 2018 - Part B Effective Date
Unless otherwise specified, the effective date is the date of service.
IMPLEMENTATION DATE: January 29, 2018 - Part A Implementation date; February 26, 2018 - Part B Implementation Date

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	N/A

III. FUNDING:
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.

IV. ATTACHMENTS:

One Time Notification

Attachment - One-Time Notification

Pub. 100-20	Transmittal: 1960	Date: November 3, 2017	Change Request: 10316

SUBJECT: Implementation of the Award for the Jurisdiction Part A and Part B Medicare Administrative Contractor (JJ A/B MAC)

EFFECTIVE DATE: January 29, 2018 - Part A Effective Date; February 26, 2018 - Part B Effective Date
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IMPLEMENTATION DATE: January 29, 2018 - Part A Implementation date; February 26, 2018 - Part B Implementation Date

I.   GENERAL INFORMATION

A.   Background: The Centers for Medicare & Medicaid Services (CMS) has awarded the JJ A/B MAC contract for the administration of the Part A and Part B Medicare fee-for-service claims in the states of Alabama (AL), Georgia (GA) and Tennessee (TN) to Palmetto GBA LLC.

Palmetto GBA's address is: 17 Technology Circle, Columbia, SC 29203.

Cahaba Government Benefit Administrators, LLC (Cahaba GBA) is the outgoing contractor for the current JJ workload. The address for Cahaba is: 500 Corporate Parkway, Birmingham, AL 35242.

CMS has determined that the JJ workload regions will require new workload numbers when they are transitioned. This change is being made because CMS needs to differentiate between the workload processed by the outgoing A/B MAC and the incoming A/B MAC.

The workload numbers shall be changed and the workloads shall be transitioned to the incoming A/B MAC as follows:

PART A

- Part A Alabama JJ MAC Workload Number- 10111; Effective Date- 01/29/2018; Current Workload Number- 10101,

- Part A Georgia JJ MAC Workload Number- 10211; Effective Date- 01/29/2018; Current Workload Number- 10201,

- Part A Tennessee MAC Workload Number- 10311; Effective Date-01/29/2018; Current Workload Number- 10301,

- PART B

- Part B Alabama JJ MAC Workload Number- 10112; Effective Date- 02/26/2018; Current Workload Number- 10102,

- Part B Georgia JJ MAC Workload Number- 10212; Effective Date-02/26/2018; Current Workload Number- 10202,

- Part B Tennessee MAC Workload Number- 10312; Effective Date-02/26/2018; Current Workload Number- 10302,

The following applications or business owners shall accept the new JJ A/B workload numbers once the above-cited workload is transitioned to the JJ A/B MAC.

- Administrative Qualified Independent Contractor(AdQIC),

- CMS Analysis, Reporting and Tracking System (CMSARTS),

- Contractor Administrative, Budget and Cost Reporting System(CAFM),

- Comprehensive Error Rate Testing System(CERT),

- Contractor Management Information System(CMIS),

- CMS Baltimore Data Center(BDC),

- Coordination of Benefits Agreement program(COBA),

- Coordination of Benefits Contractor(COBC),

- Contractor Reporting of Operational Workload Data System(CROWD),

- Common Working File(CWF),

- CWF Host

- CWF Part B Eligibility and Security Maintenance (CWFELGE),

- Customer Service Assessment and Management System(CSAMS),

- Debt Collection System(DCS),

- Electronic Correspondence Referral System(ECRS),

- Electronic Health Records Incentive Program (EHR),

- Electronic Health Records Incentive Program(eRx),

- Expert Claims Processing System(ECPS),

- Electronic Submission of Medical Documentation System (esMD),

- Fiscal Intermediary Shared System(FISS),

- Fraud Prevention System(FPS),

- Health Care Information System(HCIS),

- Health Care Integrated General Ledger Accounting System(HIGLAS),

- Health Insurance Master Record(HIMR),

- HIPAA Eligibility Transaction System(HETS),

- Integrated Data Repository(IDR),

- Intern and Resident Information System(IRIS),

- Local Coverage Determination Database(LCD),

- Medicare Appeals System(MAS),

- Medicare Coverage Data Base(MCD),

- Medicare Secondary Payer Recovery Contractor(MSPRC),

- Multi-Carrier System(MCS),

- National Data Warehouse(NDW),

- National Level Repository(NLR),

- National Part B Pricing Files,

- National Provider Identifier Crosswalk System(NPICS),

- Next Generation Desktop(NGD),

- Part B Analytics Reporting System(PBAR),

- Production Performance Monitoring System(PULSE),

- Provider Enrollment Chain and Ownership System(PECOS),

- Provider Customer Service Program Contractor Information Database(PCID),

- Provider Inquiry Evaluation System(PIES),

- Program Integrity Management Reporting System(PIMR),

- Program Safeguard Contractor(PSC),

- Provider Statistical and Reimbursement System (PS&R),

- Qualified Independent Contractor(QIC),

- Quality Improvement Evaluation System(QIES),

- Recovery Auditors (RA),

- Recover Management and Accounting System(REMAS),

- Renal Management information system(REMIS),

- Strategic Work Information Folder Transfer System (SWIFT),

- System Tracking for Audit and Reimbursement(STAR),

- Virtual Data Centers(VDCs),

- ZIP Code File, and

- Zone Program Integrity Contractors (ZPICs)

- Unified Program Integrity Contractors (UPICs).

B.   Policy: N/A

II.   BUSINESS REQUIREMENTS TABLE

"Shall" denotes a mandatory requirement, and "should" denotes an optional requirement.

Number	Requirement	Responsibility								Other
		A/B MAC			DME MAC	Shared-System Maintainers				Other
		A	B	HHH		FISS	MCS	VMS	CWF	
10316.1	The incoming JJ A/B MAC shall provide project management, testing, and any other services necessary to achieve the transition of the AL, GA and TN Workloads. This shall include but not be limited to working with the outgoing MAC, the FISS maintainer, the MCS maintainer, Companion Data Services (CDS) Virtual Data Center (VDC), CWF, CWF HOST and all other entities as applicable to ensure the success of the MAC transitions.	X	X							CWF Host
10316.2	The CDS VDC, CWF,CWF HOST, FISS and MCS shall provide all of the support (including conference calls) necessary to successfully transition the AL, GA, and TN workloads to the incoming JJ A/B MAC, including but not limited to production support, testing, and coordination. The following general schedule of calls will be needed: FISS--three one-hour meetings for 18 weeks from 9/25/17-1/29/18, MCS--three one-hour meetings for 22 weeks from 9/25-2/26/18, CWF--three one-hour meetings for 22 weeks from 9/25/17-2/26/18, and CWF Host--three one-hour meetings for 22 weeks from 9/25/17-2/26/18.					X	X		X	CDS, CWF Host, VDC
10316.3	The CDS VDC in coordination with FISS or MCS as appropriate, shall create 3 Part A User Acceptance Testing (UAT) CICS (Customer Information Control System) regions, 1 Part B UAT CICS region and 1 production CICS region.					X	X			CDS, VDC
10316.4	The incoming AB MAC contractor shall assume the outgoing AB MAC contractor's existing 3 Part A UAT	X	X			X	X			CDS, VDC

Number	Requirement	A	B	H H H	D M E M A C	F I S S	M C S	V M S	C W F	Other
	and production CICS regions. The 3 new Part A UAT regions built for testing shall be eliminated after production cutover. The new Part B UAT and production CICS region shall be used after production cutover by the incoming AB MAC. The existing outgoing contractors UAT and Production CICS regions shall be eliminated after production cutover.									
10316.4.1	FISS and MCS, as appropriate shall supply the software and support needed to establish and populate the new user acceptance CICS test regions as per requirement 4 to the CDS VDC.					X	X			CDS, VDC
10316.5	The production CICS regions for the AL, GA, and TN Part A workloads shall utilize the FISS rollup number of 10011. The production CICS region for the AL, GA, and TN Part B workloads shall utilize the MCS rollup number of 10012. These FISS and MCS rollup numbers are used for internal processing only and all external reporting shall be by the MAC workload number, except when approved in advance by the appropriate CMS business owner.					X	X			
10316.5.1	FISS shall supply all needed software to implement the appropriate rollup number(s) as per requirement 5. MCS shall supply all needed software to implement the appropriate rollup number(s) as per requirement 5.					X	X			
10316.6	The workload numbers for the Part A and Part B workloads shall be changed to the appropriate MAC workload numbers in accordance with the numbering and effective dates including all applications and business owners in the background section of this CR. Note: See list of applications and business owners listed in the background section.	X	X			X	X		X	CDS, VDC
10316.7	FISS and MCS shall supply the software needed to change the current workload numbers to the new MAC workload numbers in FISS CICS production regions in accordance with all applicable requirements					X	X			

Number	Requirement	Responsibility								
		A/B MAC			DME MAC	Shared-System Maintainers				Other
		A	B	HHH		FISS	MCS	VMS	CWF	
	in this CR.									
10316.8	The incoming JJ A/B MAC shall ensure that at transition the production CICS regions are populated and/or modified so that operations can continue following the effective date of each workload's transition. The outgoing MAC shall assist the incoming MAC contractor for the JJ A/B MAC in understanding the current CICS production regions reference files and the operational set up.	X	X							
10316.9	The CDS VDC, the incoming JJ A/B MAC, CWF, FISS, and the Medicare applications and business owners listed in the background section of this CR shall perform the modifications needed to accommodate the new MAC workload numbers of AL 10111, GA 10211 and TN 10311 as of the effective date listed in the background section of this CR.	X				X			X	
10316.9.1	The incoming JJ A/B MAC, FISS, CWF, PECOS, and all entities listed in this CR shall associate all providers whose claims are currently processed under MAC workload number 10101 AL with MAC workload number 10111, as of the effective date of that workload's MAC transition, MAC workload number 10201 GA with MAC workload number 10211, as of the effective date of that workload's MAC transition, and MAC workload number 10301 TN with MAC workload number 10311, as of the effective date of that workload's MAC transition. **NOTE: Responsibility includes the applications and business oweners listed in the background section.**	X				X			X	CDS, Other CMS Contractor, VDC
10316.10	The CDS VDC, the incoming JJ A/B MAC, CWF, MCS, and the Medicare applications or entities listed in the background section of this CR shall perform the modifications needed to accommodate the new MAC workload numbers of AL 10112, GA 10212 and TN-10312, as of the effective date listed in the background section of this CR.		X				X		X	Other CMS Contractor

Number	Requirement	Responsibility								
		A/B MAC			D M E M A C	Shared-System Maintainers				Other
		A	B	H H H		F I S S	M C S	V M S	C W F	
	NOTE: Resposibility includes the applications and business oweners listed in the background section.									
10316.10.1	The incoming JJ A/B MAC, MCS, CWF, PECOS, and all entities listed in this CR shall associate all providers whose claims are currently processed under contractor workload number 10102 AL with MAC workload number 10112 AL, as of the effective date of that workload's MAC transition; under contractor workload number 10202 GA with MAC workload number 10212 GA, as of the effective date of that workload's MAC transition; under contractor workload number 10302 TN with MAC workload number 10312 TN, as of the effective date of that workload's MAC transition. **NOTE: Responsibility includes the applications and business owners listed in the backgroud section.**		X				X		X	CDS, Other CMS Contractor, VDC
10316.11	CWF shall read the contractor workload numbers in history and the BSI when necessary for the informational unsolicited response (IUR) and the CWF reports processes and shall implement requirement 11.1, for the purpose of directing IURs and reports following the effective date of each workload's transition to the incoming JJ A/B MAC.								X	
10316.11.1	Where a provider's claims were processed under MAC workload number 10101 AL, CWF shall direct any associated IURs and reports to MAC workload number 10111. Where a provider's claims were processed under MAC workload number 10201 GA, CWF shall direct any associated IURs and reports to MAC workload number 10211. Where a provider's claims were processed under MAC workload number 10301, CWF shall direct any associated IURs and reports to MAC workload number 10311. Where a provider's claims were processed under MAC workload number 10102 AL, CWF shall direct any associated IURs and reports to MAC workload								X	

Number	Requirement	Responsibility								
		A/B MAC			D M E M A C	Shared-System Maintainers				Other
		A	B	H H H		F I S S	M C S	V M S	C W F	
	number 10112.

Where a provider's claims were processed under MAC workload number 10202 GA, CWF shall direct any associated IURs and reports to MAC workload number 10212.

Where a provider's claims were processed under MAC workload number 10302 TN, CWF shall direct any associated IURs and reports to MAC workload number 10312. | | | | | | | | | |
10316.12	The outgoing MAC Cahaba shall be prepared to provide information about which providers are assigned to contractor workload numbers 10101, 10201, 10301, 10102, 10202, and 10302 to any of the applications or business owners listed in this CR. If any such entity requires this information, it should contact CMS. The CMS contact information is listed in this CR following the business requirements.	X	X							
10316.13	At least 2 weeks prior to the MAC transition of each workload, the incoming JJ A/B MAC shall request CMS to drop out of service area (OSA) processing during the transition period for the transitioning workload. The incoming JJ A/B MAC shall use the language in requirement 13.1 The request shall be sent to the CWF Host contact, CMS - FED CWF distribution list at fed_cwf@cms.hhs.gov, copy the CMS Implementation Lead and IT Specialist in the request for the OSA processing to be dropped.	X	X							
10316.13.1	The following language shall be used by the incoming JJ A/B MAC to request the OSA drop. "This Drop OSA request is associated with this CMS CR (provide the MAC Transition CR Number) for the JJA/B MAC (insert Part A or Part B state or states being transitioned for the dropping of CWF OSA transactions. We are requesting authorization by CMS for the dropping of OSA transactions for the (insert Part A or Part B workloads being transitioned) that are being transitioned to the incoming JJ A/B MAC. The drop date should be Monday (insert first day of the week prior to the transition weekend, including the month, the day and the year). Cutover weekend for this workload is (insert Month, Day - if multiple days list all) and the first shared system batch cycle is	X	X							

Number	Requirement	Responsibility								
		A/B MAC			D M E M A C	Shared-System Maintainers				Other
		A	B	H H H		F I S S	M C S	V M S	C W F	
	scheduled for (insert the effective date of the transition including the day of the week, the month, the day and the year). Therefore, the OSA restart date should be (insert Month, Day and Year). The last cycle at the outgoing contractor will be sent to the CWF host on (insert Month, Day and Year). This last file received will be returned to the outgoing contractor. The first cycle at the new contractor will be sent to the CWF Host on (insert Month, Day and Year). The first file received will be returned to the new contractor."									
10316.14	FISS, MCS, CWF, the incoming JJ A/B MAC, and the Medicare shared systems, applications or entities listed in the CR shall be able to implement the new MAC workload numbers by the effective date listed in this CR for that workload for the purpose of ongoing production. In the event the transition needs to be delayed, these applications shall be able to accommodate the delay within 5 business days of receiving notification from CMS. **NOTE: Responsibility includes the applications and business owners listed in the backgroud section.**	X	X			X	X		X	Other CMS Contractor
10316.15	CWF, FISS and MCS shall make system changes (if any are required) so that any claims or adjustments associated with the outgoing contractor workload numbers 10101, 10201, 10301, 10102, 10202 and 10302 can continue to be processed (when appropriate) following the effective date of the MAC transition of that workload. (CMS understands that the MCS maintainer will not need to make any system changes because this functionality already exists within MCS).					X	X		X	
10316.16	Where practical, CWF, MCS, FISS, and the entities or Medicare applications listed in this CR shall be able to implement the new MAC workload numbers up to 8 weeks prior to the effective date of each workload transition as listed in the background section of this CR for the purpose of testing with the incoming JJ MAC.					X	X		X	

Number	Requirement	Responsibility								
		A/B MAC			D M E M A C	Shared-System Maintainers				Other
		A	B	H H H		F I S S	M C S	V M S	C W F	
10316.17	The AdQIC CMS ARTS, BDC, CAFM, CERT, CMIS, COBA, COBC, CROWD, CWF ELGE, CWF Host, CSAMS, DCS, ECRS, EHR, eRx, ECPS, esMD, FPS, HETS, HCIS, HIGLAS, HIMR, IDR, IRIS, LCD, MAS, MCD, MSPRC, NDW, NLR, NATIONAL PART B PRICING FILES, NPICS, NGD, PBAR, PULSE, PECOS, PCID, PIES, PIMR, PSC, PS&R, QIC, QIES, RA, REMAS, REMIS, SWIFT, STAR, PSCS, ZPICS, UPICS, shall be modified and/or make necessary changes to accommodate and process the new MAC workload numbers. **Responsibility: The requirement reflects the list in the background section not on the responsibility column.**									CMS, Other CMS Contractor
10316.18	The incoming JJ A/B MAC shall manually adjust the DCS to reflect those providers whose contractor workload number has been changed. This is necessary because if this change is not made, any updates (collection or recall) would be sent to the original contractor workload number.	X	X							
10316.19	The outgoing contractor, the incoming JJ A/B MAC, and the CDS VDC shall work together to contact the CMS Baltimore data center (Donald.Dimitriou@cms.hhs.gov) to set up file transfer protocols (where necessary) in accordance with the CMS Enterprise File Transfer Infrastructure standard so that crosswalk files can be received by the new MAC workload numbers. When this file transfer process is in place, the contractors currently processing the workloads covered by this CR shall send in a complete master provider file containing the new MAC workload numbers to the NPICS. The NPICS shall send back a file with the NPI to legacy crosswalk. Then daily files shall be sent and returned. The contractor using the new number shall also set up file transfers to send files correctly as described in JSM-06545.	X	X							PECOS
10316.20	As per TDL 12275, CMS deactivated PIMR as of July 1, 2012. However, the outgoing contractor and following the transition of each workload, the incoming JJ A/B MAC shall continue to complete and submit the Medical Review Savings report as	X	X							

Number	Requirement	Responsibility								
		A/B MAC			D M E M A C	Shared-System Maintainers				Other
		A	B	H H H		F I S S	M C S	V M S	C W F	
	instructed on a monthly basis until further notice.									
10316.21	The incoming JJ A/B MAC shall submit Medical Review Savings reports by MAC workload number.	X	X							
10316.22	Following each MAC workload transition, the PULSE reports for that MAC workload shall be submitted to PULSE using the JJ A/B MAC workload numbers as per the background section of this CR. CROWD and PULSE reporting shall utilize the new JJ A/B MAC workload numbers.	X	X							CROWD, PULSE
10316.23	The incoming JJ A/B MAC shall modify any electronic claims billing or other software it provides to suppliers, providers or submitters to reflect the MAC workload numbers.	X	X							
10316.24	The incoming JJ A/B MAC shall make any changes necessary to ensure its non-base jobs, applications and reports support the new CICS UAT and the existing production regions and the new MAC workload numbers. The CDS VDC shall work with the incoming JJ A/B MAC to accomplish this.	X	X							VDC
10316.25	The incoming JJ A/B MAC shall obtain approval from their COR and cathleen.gurreri@cms.hhs.gov for any non-base applications it wants to run at the CDS VDC as well as for any data files it wants to request from the VDC that have not been previously approved to execute/transfer at the outgoing or incoming MAC's environment.	X	X							
10316.26	The CDS VDC shall coordinate a review of non-base jobs and file transfers with the incoming MAC and setting up the incoming MACs non-base applications and data file transfers.									CDS, VDC
10316.27	The CDS VDC shall implement CA View in all UAT regions as well as the Production regions reflecting the new workload numbers (if necessary) to enable the incoming JJ A/B MAC contractor to utilize the reporting. The incoming JJ A/B MAC contractor will work with the CDS VDC to implement CA View.	X	X							VDC
10316.28	PECOS shall create a nightly extract file for MAC workload numbers 10111,10211,10311,10112,10212,									CDS, PECOS, VDC

Number	Requirement	Responsibility								
		A/B MAC			D M E M A C	Shared-System Maintainers				Other
		A	B	H H H		F I S S	M C S	V M S	C W F	
	and 10312 The CDS VDC shall make arrangements to pick up this file after the PECOS system maintainer (Meena.Patel@cms.hhs.gov or Alisha.Banks@cms.hhs.gov) has granted the CDS VDC access to the file.									
10316.28.1	Any user at the incoming JJ A/B MAC who wants access to the new MAC workload numbers shall submit an application as per the instructions in the on line Help (FAQ) section of PECOS at least 8 weeks prior to the effective date for the transition of that workload. The application shall be sent to Alisha.Banks@cms.hhs.gov and Meena.Patel@cms.hhs.gov. The user must do this in order to have access to the enrollments under these MAC numbers.	X	X							PECOS
10316.28.2	PECOS shall be modified to reflect the new MAC workload numbers. The PECOS team shall make all internal code changes to PECOS Administrative Interface (AI) and PECOS Provider Interface (PI) in order to accommodate the new MAC workload numbers of 10111, 10211, 10311, 10112, 10212, and 10312. PECOS shall delete all reference to the old contractor IDs. PECOS shall remove all users from the old contractor IDs. PECOS shall delete the old nightly export file names and access rights.									PECOS
10316.28.3	PECOS shall move all providers whose claims are currently processed under MAC workload number 10101 AL with MAC workload number 10111 as of the effective date of that workload's MAC transition. PECOS shall move all providers whose claims are currently processed under MAC workload number 10201 GA with MAC workload number 10211 as of the effective date of that workload's MAC transition. PECOS shall move all providers whose claims are currently processed under MAC workload number 10301 TN with MAC workload number 10311 as of the effective date of that workload's MAC transition. PECOS shall move all providers whose claims are currently processed under MAC workload number									PECOS

Number	Requirement	Responsibility								
		A/B MAC			D M E M A C	Shared-System Maintainers				Other
		A	B	H H H		F I S S	M C S	V M S	C W F	
	10102 AL with MAC workload number 10112 as of the effective date of that workload's MAC transition. PECOS shall move all providers whose claims are currently processed under MAC workload number 10202 GA with MAC workload number 10212 as of the effective date of that workload's MAC transition. PECOS shall move all providers whose claims are currently processed under MAC workload number 10302 TN with MAC workload number 10312 as of the effective date of that workload's MAC transition										
10316.28.4	The incoming JJ A/B MAC shall be responsible for manually correcting any enrollment record that fails to move systematically to the new contractor number due to a PECOS audit issue. This may require revalidation of the provider.	X	X							
10316.29	The FISS and MCS Maintainers shall work with the CWF and the CDS VDC to ensure history files can be cross-referred to the MAC workload numbers dating back at least 27 months. (CMS understands that the MCS maintainer will not need to make any system changes because this functionality already exists within MCS.)					X	X		X	CDS, VDC
10316.30	The Medicare Coverage Database (MCD) shall be updated to reflect the new MAC workload numbers. (This refers to the Local Coverage Determination (LCD) policies of the JJ A/B MAC)									CMS, MCD
10316.30.1	The incoming JJ A/B MAC shall advise the CMS MCD business owner of LCD policies (prior to the transition date) which will be used to adjudicate claims once the outgoing MAC workloads have been transitioned to the incoming MAC. The MCD CMS business owner shall use this information to populate its database.	X	X							CMS, MCD
10316.30.2	The incoming JJ A/B MAC shall apply the LCDs of the outgoing MAC as applicable to claims for services rendered by the transitioning providers with a date of service prior to the effective date of that workload's transition to the MAC.	X	X							

Number	Requirement	Responsibility								Other
		A/B MAC			D M E MAC	Shared-System Maintainers				Other
		A	B	H H H		F I S S	M C S	V M S	C W F	
10316.31	The Zip Code file shall be updated to reflect the new MAC workload numbers. Contractors shall utilize the updated zip code file whenever it is received.	X	X							CMS
10316.32	HIGLAS shall reassess HIGLAS Organizations or move workload into existing HIGLAS Organizations, establish new HIGLAS Organizations, or rename existing HIGLAS Organizations to support these MAC workload transitions.									HIGLAS
10316.32.1	The CDS VDC shall assist HIGLAS as necessary to make the changes needed if any.									VDC
10316.33	All Recovery Auditors interfacing with any of the JJ A/B MAC workloads shall make whatever modifications are necessary to support the new MAC workload numbers.									RA
10316.34	The RAs shall use the appropriate MAC workload number when submitting adjustment requests to the incoming JJ A/B MAC. As per requirement 33, the HIGLAS Organization number does not need to be synchronized with the MAC workload numbers. The RAs shall take that into account when submitting adjustment request to the incoming JJ A/B MAC.									RA
10316.35	The HIMR system shall be modified if necessary to ensure the incoming JJ A/B MAC will be able to access it.									HIMR
10316.36	Banking for the JJ A/B MAC transitioning workloads shall be with Citi Bank. The incoming contractor shall work with Citi Bank and CMS to set up a letter of credit for JJ, and Part A and Part B benefit accounts, and to perform the other applicable business requirements as of the effective date of each workload's transition to the incoming JJ A/B MAC.	X	X							CMS
10316.37	eRx files released following the effective date for each MAC workload's cutover (as per the Background section of this CR), the CMS eRx business owner shall ensure that all retired workload numbers are transitioned to the appropriate MAC workload number.									CMS, Other CMS Contractor

Number	Requirement	Responsibility								
		A/B MAC			D M E M A C	Shared-System Maintainers				Other
		A	B	H H H		F I S S	M C S	V M S	C W F	
10316.38	Both the outgoing and the incoming JJ A/B MAC shall post this entire instruction, or a direct link to this instruction, on their Web sites and include information about it in a listserv message within 1 week of the release of this instruction. In addition, the entire instruction must be included in the Contractors next regularly scheduled bulletin. Contractors are free to supplement it with localized information that would benefit their provider community in billing and administering the Medicare program correctly.	X	X							
10316.39	Upon the release of this CR, the outgoing contractor currently processing the workloads referred to in this CR, as well as the incoming contractor for the JJ A/B MAC, shall prepare an article explaining the MAC workload number changes for the workloads they currently process. Following approval of this article by the CMS JJ A/B MAC Contracting Officer Representative (COR) Amy.Drake@cms.hhs.gov and implementation lead Jennifer Johnson Jennifer.Johnson6@cms.hhs.gov. The outgoing contractors shall post this article, or a direct link to this article, on its Web site and include information about it in a listserv message as soon as possible but no later than 30 days prior to the effective date of applicable workload transition. Once the article is posted, it shall be included in the contractor's next regularly scheduled bulletin.	X	X							
10316.40	All entities on this CR shall identify the implementation lead as Jennifer Johnson Jennifer.Johnson6@cms.hhs.gov and Jamie Mcleod, Jamie. McLeod@cms.hhs.gov as the IT Specialist.	X	X			X	X		X	Other CMS Contractor
10316.41	The National Part B pricing files shall be updated to reflect the new MAC workload numbers.	X	X	X						National Part B Pricing

III. PROVIDER EDUCATION TABLE

Number	Requirement	Responsibility				
		A/B MAC			D M E	C E D
		A	B	H H H	M A C	I
	None					

IV. SUPPORTING INFORMATION

Section A: Recommendations and supporting information associated with listed requirements: N/A

"Should" denotes a recommendation.

X-Ref Requirement Number	Recommendations or other supporting information:

Section B: All other recommendations and supporting information: N/A

V. CONTACTS

Pre-Implementation Contact(s): Jamie Mcleod, 214-767-4409 or Jamie.McLeod@cms.hhs.gov , Jennifer Johnson, 214-767-4455 or jennifer.johnson6@cms.hhs.gov

Post-Implementation Contact(s): Contact your Contracting Officer's Representative (COR).

VI. FUNDING

Section A: 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.

ATTACHMENTS: 0