

CMS Manual System	Department of Health & Human Services (DHHS)
Pub 100-20 One-Time Notification	Centers for Medicare & Medicaid Services (CMS)
Transmittal 1130	Date: October 26, 2012
	Change Request 8081

SUBJECT: Implementation of the Redesigned MSN

I. SUMMARY OF CHANGES: CMS is currently in the process of redesigning the Medicare Summary Notice (MSN). This CR deals with the implementation schedule for the newly redesigned MSN, as it applies to the Shared Systems Maintainers (SSMs) and all Medicare Administrative Contractors (MACs).

EFFECTIVE DATE: April 1, 2013 (for the April release); July 1, 2013 (for the July release); October 1, 2013 (for the October release)

IMPLEMENTATION DATE: April 1, 2013 (for the April release); July 1, 2013 (for the July release); October 1, 2013 (for the October release)

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/revise 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	

III. FUNDING:

For Fiscal Intermediaries (FIs), Regional Home Health Intermediaries (RHHIs) and/or Carriers:

No additional funding will be provided by CMS; Contractors activities are to be carried out with their operating budgets

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 obliged 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

**Unless otherwise specified, the effective date is the date of service.*

Attachment - One-Time Notification

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I. GENERAL INFORMATION

A. Background: CMS is currently in the process of redesigning the Medicare Summary Notice (MSN) (see CR7676). This CR deals with the implementation of the new MSNs.

B. Policy: Per section 1806(a) of the Social Security Act (the Act): CMS is required to provide an MSN (Part A, Part B, and/or DME) to each Medicare beneficiary. Applicable statutes/legislation/court decisions that impact the content and format of the MSN are: the Plain Writing Act of 2010, which requires all government communications to be written in plain language so that it is easily understood by the target audience; section 1806(b) of the Act; section 1816(j) of the Act; section 1842(h)(7) of the Act; section 1848(g) of the Act; section 1869(a)(4) of the Act; section 1869(a)(4)(C) of the Act; 42 C.F.R. section 405.921; section 925 of the Medicare Prescription Drug, Improvement, and Modernization Act of 2003 (P.L. 108-173); Gray Panthers v. Schweiker, 652 F. 2d 146, 168 (D.C. Cir. 1980); David v. Heckler, 591 F.Supp. 1033 (E.D.N.Y 1984); Vorster v. Bowen, 709 F.Supp 934 (C.D. Cal. 1989); Connecticut Department of Social Services v. Leavitt, 428 F.3d 138 (2d Cir. 2005).

II. BUSINESS REQUIREMENTS TABLE

Use "Shall" to denote a mandatory requirement.

Number	Requirement	Responsibility										
		A/B MAC		D M E	F	C A R R I E R	R H I	Shared- System Maintainers				Other
		P a r t A	P a r t B					F I S S	M C S	V M S	C W F	
8081.1	The Standard System Maintainers (SSMs) and Medicare Administrative Contractors (MACs) shall implement the new MSNs in accordance with the attached schedule, which includes implementation dates between 2/18/13 and 6/3/13 (which will be proceeded by kick-off meetings and testing).							X	X	X		
8081.2	Each SSM shall provide their respective MACs with all software, documentation, technical support, testing							X	X	X		

Number	Requirement	Responsibility											
		A/B MAC		D M E M A C	F I	C A R R I E R	R H I	Shared- System Maintainers				Other	
		P a r t A	P a r t B					F I S S	M C S	V M S	C W F		
	assistance, guidance, and troubleshooting support (as needed) to ensure that each MAC has a successful implementation of the newly designed MSN.												
8081.3	The SSMs shall be responsible for coordinating MSN implementation activities with the MACs, including scheduling kick-off meetings, holding regular calls with each MAC, providing code and instructions, training, testing, scheduling, and all related support activities.							X	X	X			
8081.3.1	The SSMs shall initiate and coordinate meetings with all of the stakeholders (i.e., MACs, CMS staff, etc.).							X	X	X			
8081.3.2	Each SSM shall initiate and coordinate a separate set of meetings with each of their MACs for each implementation round.							X	X	X			
8081.3.3	The SSMs shall provide an overview/training of the redesigned MSN process to all relevant contractors, as well as all related technical support.							X	X	X			
8081.4	Each SSM contractor shall be responsible for creating and maintaining an issue and action item log for their environments.							X	X	X			
8081.4.1	Each SSM shall be responsible for following up on all open issues, working with the MACs and other relevant parties to resolve each open issue, and providing ongoing status updates to CMS (Scott.Schiller@cms.hhs.gov) on a weekly basis and upon demand.							X	X	X			
8081.5	Each SSM contractor shall be responsible for creating and maintaining an MSN transition log for their cutover to production, and making those logs available to their MACs so that the MACs can update the logs on a schedule determined by each SSM contractor.							X	X	X			

III. PROVIDER EDUCATION TABLE

Number	Requirement	Responsibility						
		A/B MAC	D M E	F I	C A R R I E R	R H H I	Other	
		P a r t A	P a r t B	M A C				
	None							

IV. SUPPORTING INFORMATION

Section A: Recommendations and supporting information associated with listed requirements:
Use "Should" to denote a recommendation.

X-Ref Requirement Number	Recommendations or other supporting information:
	N/A

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

Pre-Implementation Contact(s): Scott Schiller, 410-786-4514 or scott.schiller@cms.hhs.gov , Cindy Dickerson, 410-786-7410 or beatrice1603@comcast.net

Post-Implementation Contact(s): Contact your Contracting Officer's Representative (COR) or Contractor Manager, as applicable.

VI. FUNDING

Section A: For Fiscal Intermediaries (FIs), Regional Home Health Intermediaries (RHHIs), and/or Carriers:

No additional funding will be provided by CMS; Contractors activities are to be carried out with their operating budgets

Section B: For Medicare Administrative Contractors (MACs):

The Medicare Administrative Contractor is hereby advised that this constitutes technical direction as defined in your contract. CMS do 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.

Printer	Contractor/MAC	States	Print Vendor
DME/IBM A&B / IBM	NGS - J13	Eastern New York Western New York, New York, Connecticut	Allison Payment Systems 2200 Production Drive Indianapolis, IN 46241 Allison Payment Systems 2200 Production Drive Indianapolis, IN 46241
	Part A only	Wisconsin, Illinois, RHHI.	
A&B/Xerox DME/Xerox	Noridian - JD (DME), J3 A & B, Drug Cap	Alaska, Washington, Oregon, Arizona, Montana, Utah, N Dakota, S Dakota, Wyoming, Idaho	Emdeon
A&B/IBM DME/IBM	CGS – JC DME MAC & J15	Ohio Kentucky	BCBS Columbia SC
A&B/IBM	Palmetto - J1, J11 and RRB	North Carolina, Hawaii, Nevada, W. Virginia, N California, S California, S Carolina, Virginia RRB	BCBSSC, at the Willowby facility in Columbia, SC.
A&B/IBM	FCSO - J9	Florida, Puerto Rico, Virgin Islands	Incepture a subsidiary of Blue Cross and Blue Shield of Florida.
A&B/Xerox	NHIC - J14	Rhode Island Mass, Maine, New Hampshire, Vermont	Third party Print Center – Rochester Document Center. Third party Print Center – Allison Payment Services.
DME /IBM	NHIC - JA (DMACC)	Connecticut, Delaware, Maine, Maryland, Massachusetts, New Hampshire, New Jersey, New York, Pennsylvania, Rhode Island, Vermont and Washington DC	
A&B/IBM	Cahaba GBA (J10)	Alabama, Georgia, Tennessee	Allison Payment Systems (APS)
A&B/IBM	Novitas Solutions, Inc. (J12)	Maryland New Jersey Pennsylvania DC/Delaware	In-house printing performed by Highmark Output Services.

A&B/IBM	Novitas - JH	Texas, New Mexico, Oklahoma, Colorado, Arkansas, Louisiana, Mississippi	In-house printing performed by Highmark Output Services.
A&B/IBM	WPS - J5 (IBM)	Iowa, Kansas, Missouri, Nebraska	WPS Print Center
A&B/IBM	WPS - J6 (IBM)	Minnesota, Wisconsin (B only)	WPS Print Center
		Illinois B	Rancho Cordova Print Center
A&B/IBM	WPS - J8	Indiana Michigan A	WPS Print Center WPS Print Center
		Michigan B	Rancho Cordova Print Center

Transition Order	Initial Kick off Meetings	Begin UAT Testing	Tiered Prod Go Live	
1	5-Dec-12	24-Dec-12	18-Feb-13	allows contractors up to 8 weeks of UAT testing
1	5-Dec-12	24-Dec-12	18-Feb-13	allows contractors up to 8 weeks of UAT testing
2	9-Jan-13	28-Jan-13	11-Mar-13	
2	9-Jan-13	28-Jan-13	11-Mar-13	
3	6-Feb-13	25-Feb-13	8-Apr-13	
3	6-Feb-13	25-Feb-13	8-Apr-13	
3				
4	6-Mar-13	25-Mar-13	6-May-13	
4	6-Mar-13	25-Mar-13	6-May-13	

4	6-Mar-13	25-Mar-13	6-May-13
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5	3-Apr-13	22-Apr-13	3-Jun-13
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5	3-Apr-13	22-Apr-13	3-Jun-13
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