

CMS Manual System	Department of Health & Human Services (DHHS)
Pub 100-20 One-Time Notification	Centers for Medicare & Medicaid Services (CMS)
Transmittal 583	Date: October 28, 2009
	Change Request 6569

SUBJECT: Pilot to Transition a Segment of the WPS Legacy Workload (formerly processed by Mutual of Omaha) to the J1 A/B Medicare Administrative Contractor

I. SUMMARY OF CHANGES: The transition of providers to the appropriate A/B MAC will occur jurisdiction by jurisdiction. This is the first such transition and will serve as a pilot for the others. The CR provides the BRs necessary to accomplish this transition. **The implementation date refers to the date the quarterly release will be implemented. The effective date is the date of the actual transition.**

NEW / REVISED MATERIAL

EFFECTIVE DATE: APRIL 19, 2010

IMPLEMENTATION DATE: APRIL 5, 2010

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**

R/N/D	CHAPTER / SECTION / SUBSECTION / TITLE
N/A	

III. FUNDING:

SECTION A: For Fiscal Intermediaries and Carriers:

Funding for implementation activities will be provided to contractors through the regular budget process.

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 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

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

Attachment – One-Time Notification

Pub. 100-20	Transmittal: 583	Date: October 28, 2009	Change Request: 6569
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SUBJECT: Pilot to Transition a Segment of the WPS Legacy Workload (formerly processed by Mutual of Omaha) to the J1 A/B Medicare Administrative Contractor.

Effective Date: April 19, 2010

Implementation Date: April 5, 2010

I. GENERAL INFORMATION

A. Background: As a Title XVIII contractor, Wisconsin Physicians Service (WPS) currently processes a Part A workload that in the past had been processed by Mutual of Omaha and which includes providers who fall under the geographic jurisdiction of all 15 Part A and Part B Medicare Administrative Contractor (A/B MAC) jurisdictions. This is known as the WPS Legacy workload. CMS must transition all Title XVIII workloads to a MAC by October 1, 2011.

The transition of providers to the appropriate A/B MAC will occur jurisdiction by jurisdiction. This is the first such transition and will serve as a pilot for the others. The J1 A/B MAC (Palmetto GBA) was chosen as the site for the pilot because it is experienced in processing workload which utilizes the CMS Healthcare Integrated General Ledger Accounting System (HIGLAS), the same Enterprise Data Center (EDC) – Electronic Data Systems (EDS) processes both the WPS Legacy and the J1 A/B MAC workloads, and during its MAC transition, the J1 A/B MAC encountered many of the same issues it will likely encounter during this pilot.

A complicating factor for these transitions will be the fact that the WPS Legacy workload includes a significant number of qualified chain providers (QCPs). QCPs often include providers located over a large geographic area that belong to multiple A/B MAC jurisdictions. A QCP has the option to move all of its providers, regardless of the provider's geographic location, to the A/B MAC that covers the state in which the QCP's home office is located. CMS is committed to accommodating any QCP who wants to move all of its providers to an A/B MAC based upon the QCP's home office location as long as its decision is received far enough in advance. In lieu of CMS receiving a timely decision by the QCP, that QCP's providers will be transitioned to the appropriate A/B MAC for the individual provider's geographic location.

The WPS Legacy workload is currently processed under contractor workload number 52280. Following this J1 A/B MAC transition, the remaining WPS Legacy workload will continue to be processed under that workload number. However, the J1 A/B MAC portion of the WPS Legacy workload will be housed in a newly established set of Customer Information Control System (CICS) user acceptance testing (UAT) and production regions under MAC workload number 01901.

The following applications or entities will need to accommodate the new MAC workload numbers for both testing and production: BESS, CAFM, CERT, CMIS, the CMS Baltimore data center, COBA, CROWD, CWF, DCS, ECPS, ECRS, ECPS, FISS, HCIS, HIGLAS, IRIS, the LCD database, LOLA, MSPRC, National Part B Pricing Files, NGD, the NPI crosswalk, QIES (formerly known as OSCAR), PECOS, PIES, PIMR, PORS, PS&R, the PSC or ZPIC, PSOR, PULSE, REMAS, REMIS, STAR and the Zip Code File.

As previously indicated, Palmetto GBA holds the J1 A/B MAC contract. Their address is:

Palmetto GBA
17 Technology Circle

The WPS Legacy workload is currently processed by Wisconsin Physicians Service (WPS). Their address is:

Wisconsin Physicians Service
 1751 West Broadway
 Madison, WI 53713

B. Policy: N/A

II. BUSINESS REQUIREMENTS TABLE

Use "Shall" to denote a mandatory requirement

Number	Requirement	A / B M A C	D M E M A C	F I	C A R R I E R	R H H I	Shared-System Maintainers				OTHER
							F I S S	M C S	V M S	C W F	
6569.1	The EDS EDC shall create the necessary CICS regions for both testing and production to facilitate the transition of the J1 portion of the WPS Legacy workload (formerly processed by Mutual of Omaha) to separate CICS UAT and production regions.										EDS EDC
6569.1.1	The EDC, the J1A/B MAC, CWF, FISS and the Medicare applications or entities listed in business requirements (BR) 6569.5 through 6569.46, shall perform the modifications needed to accommodate the new MAC workload number of 01901 (the J1 portion of the WPS Legacy workload).						X			X	EDC, J1A/B MAC all entities or applications listed under 6569.5 through 6569.46
6569.1.2	On or before January 5, 2010, the WPS Legacy contractor shall develop a baseline list of providers in the 52280 workload that should be moved to the J1 A/B MAC and be processed under MAC workload number 01901 by sorting against the state location identifier in the first two positions of each provider's CMS Certification Numbr (CCN) ["05," "55", and "75" = California (CA). "12" = Hawaii (HI). "29" = Nevada (NV). "64" = American Samoa. "65 = Guam. "66" = The Northern Marianas Islands.] These providers will be moved to the J1 A/B MAC except as provided for in BR										WPS

Number	Requirement	A / B M A C	D M E M A C	F I	C A R R I E R	R H H I	Shared-System Maintainers				OTHER	
							F I S S	M C S	V M S	C W F		
	6569.1.2.2.											
6569.1.2.1	<p>On or before January 5, 2010, CMS shall supply the WPS Legacy contractor and the J1 A/B MAC with a list of providers located in States other than CA, HI, NV, the territories of Guam, American Samoa, or the Northern Mariana Islands that must be moved to the 01901 workload by virtue of their connection with a qualified chain provider (QCP) that has its home office in one of the J1 states and that has elected to have the claims for all of its providers regardless of location processed by the J1 A/B MAC.</p> <p>The WPS Legacy contractor shall add these providers to the listing they created as per BR 6569.1.2 and the J1 A/B MAC shall move the providers on this list to the 01901 workload.</p>						X				CMS – CMM, WPS	
6569.1.2.2	<p>On or before January 5, 2010, CMS shall supply the WPS Legacy contractor and the J1 A/B MAC with a list of qualified chain providers who have providers located within the J1 jurisdiction but whose home offices are located outside of the J1 A/B MAC jurisdiction and who have elected to have the claims for all of their providers regardless of location processed by the A/B MAC with claims processing responsibility for the QCP's home office.</p> <p>The WPS Legacy contractor and the J1 A/B MAC shall move the providers on this list from the listing it created for BR 6569.1.2, back to the 52280 workload. The WPS Legacy contractor shall ensure that these providers <u>are not</u> included on the listing of providers to be moved to the J1 A/B MAC.</p>										CMS – CMM, WPS	
6569.1.2.3	The J1 A/B MAC, in consultation with FISS, shall change the business segment indicators (BSI) currently assigned to the providers being moved from the WPS						X					J1 A/B MAC

Number	Requirement	A / B M A C	D M E M A C	F I I	C A R R I E R	R H H I	Shared-System Maintainers				OTHER
							F I S S	M C S	V M S	C W F	
	Legacy contractor workload to the J1 A/B MAC to the BSI associated with the provider's CCN as per BR 6569.1.2. This is being done for the benefit of entities that reference the BSI to determine the appropriate contractor to contact.										
6569.1.2.3.1	Where a provider has been transitioned to the J1 A/B MAC as a result of its connection with a QCP whose home office is located in CA, HI, NV, the territories of Guam, American Samoa, or the Northern Mariana Islands, the J1 A/B MAC in consultation with FISS shall assign that provider the BSI belonging to its home office.						X			J1 A/B MAC	
6569.1.3	On or before February 2, 2010, or 4 weeks after receiving the data from CMS referred to in BRs 6569.1.2.1 and 6569.1.2.2 (whichever is later) the WPS Legacy contractor shall supply the J1 A/B MAC (contact to be provided during the transition process), the CMS FISS GTL (Sylvia.Sampson@cms.hhs.gov), STAR (Mark.Korpela@cms.hhs.gov), the CWF maintainer (Kathy.Woytan@cms.hhs.gov) and the RHHI-D contractor (John.Stoll@Wellpoint.com) with an Excel spreadsheet listing each provider currently processed under contractor workload number 52280 that will be moving to MAC workload number 01901. The Excel spreadsheet shall be created in accordance with BR 6569.1.3.1.								WPS		
6569.1.3.1	The Excel spreadsheet shall be in the following format: Provider Transaction Access Number (PTAN), PECOS Enrollment ID, PECOS Enrollment State, From: Contractor workload number 52280, To: MAC workload number 01901. NOTE: The PTAN is also often referred to as the legacy contractor's provider number.									WPS	

Number	Requirement	A / B M A C	D M E M A C	F I	C A R R I E R	R H H I	Shared-System Maintainers				OTHER
							F I S S	M C S	V M S	C W F	
6569.1.3.2	Using the spreadsheet referred to in BRs 6569.1.3 and 6569.1.3.1, FISS shall make required changes to associate providers with their new MAC workload number of 01901.						X				
6569.1.4	CWF shall generate IURs and reports to the J1 A/B MAC for the providers who will be moving from WPS Legacy workload number 52280 to the new MAC workload number of 01901. The WPS Legacy contractor shall supply the CWF maintainer with a listing of such providers as per BR 1.3.									X	
6569.1.4.1	At least 2 weeks prior to the effective date of this transition, or following an affirmative “GO” decision for that workload (whichever is less) the WPS Legacy contractor shall request CMS to drop OSA processing during the transition period. The WPS Legacy contractor shall use the language in 6569.1.4.2.1. The request shall be sent to Kathryn.Woytan@cms.hhs.gov.										WPS
6569.1.4.1.1	<p>The following language shall be used by the WPS Legacy contractor to request the dropping of OSA processing as per BR 6569.1.4.2.</p> <p>“This Drop OSA request is associated with CMS Change Request 6569’s, transition of a segment of the WPS Legacy workload to the J1 A/B MAC for the dropping of CWF out-of-service area (OSA) transactions.</p> <p>We are requesting authorization by CMS for the dropping of OSA transactions for the WPS Legacy workload, contractor number 52280 workloads, a segment of which is being transitioned to the J1 A/B MAC.</p> <p>The drop date should be Monday <u>insert first day of the week prior to the transition</u></p>								X	WPS	

Number	Requirement	A / B M A C	D M E M A C	F I	C A R R I E R	R H H I	Shared-System Maintainers				OTHER	
							F I S S	M C S	V M S	C W F		
	<p><u>weekend, including the month, the day, and the year].</u></p> <p>Cutover weekend for this workload is <u>[insert Month, Day - if multiple days list all]</u> and the first shared system batch cycle is scheduled for <u>[insert day of the first planned batch cycle following the transition including the day of the week, the month, the day and the year].</u> Therefore, the OSA restart date should be <u>[insert Month, Day and Year].</u></p> <p>The last cycle at the outgoing contractor will be sent to the CWF Host on <u>[insert Month, Day and Year]</u>. This last file received will be returned to the outgoing contractor.</p> <p>The first cycle at the new contractor will be sent to the CWF host on <u>[insert Month, Day and Year]</u>. The first file received will be returned to the new contractor.”</p>											
6569.1.4.1.2	CWF shall suspend OSA processing as necessary to support this transition.										X	
6569.2	<p>FISS, CWF, the J1 A/B MAC, and the Medicare applications or entities listed in BRs 6569.5 through 6569.46, shall be able to implement the new MAC workload number by the effective date listed in this CR for the purpose of ongoing production.</p> <p>In the event the transition needs to be delayed prior to the scheduled effective date, these applications will need to be able to accommodate the delay within 5 business days of receiving notification from CMS.</p>						X			X	J1A/B MAC, all entities or applications listed under 6569.5 through 6569.46	
6569.3	<p>FISS, CWF, the J1A/B MAC and the Medicare applications or entities listed in BRs 6569.5 through 6569.46, shall make required systems changes to cross refer the claims of the providers currently processed under contractor workload number 52280</p>						X			X	J1A/B MAC, all entities or applications listed under 6569.5 through 6569.46	

Number	Requirement	A / B M A C	D M E M A C	F I	C A R R I E R	R H H I	Shared-System Maintainers				OTHER	
							F I S S	M C S	V M S	C W F		
	<p>who will be moving to MAC workload number 01901 to facilitate the processing of adjustment claims and other situations which need to cross refer to the original claim.</p> <p>Note that most providers currently processed under 52280 will continue to be processed under that workload number</p>											
6569.4	HIGLAS shall be modified (as necessary) to reflect the new MAC workload number.											HIGLAS
6569.4.1	HIGLAS shall use 01901 as the HIGLAS workload number for the new J1 WPS Legacy workload.						X					HIGLAS, all entities or applications listed under 6569.5 through 6569.46
6569.4.2	The new workload that will moved from WPS Legacy contractor to the J1 A/B MAC shall be converted into the existing HIGLAS Organization. The HIGLAS J1A Organization shall then contain two separate workloads, the current existing J1 A/B MAC workload and the new workload being created by the split of the J1 workload from the WPS Legacy contractor's workload. This will result in a single HIGLAS financial front end, and a single HIGLAS Organization to reconcile and report upon.											HIGLAS, all entities or applications listed under 6569.5 through 6569.46
6569.5	The CWF ELGE module shall be modified (as necessary) to reflect the new MAC workload number.									X		
6569.5.1	FISS and CWF shall make system changes (if any are required) so that any claim or adjustment associated with the previous contractor workload number can continue to be processed (when appropriate) following the effective date of the MAC transition.						X			X		J1A/B MAC
6569.6	Where practical, CWF and the entities or Medicare applications listed in BRs 6569.5 through 6569.46, shall be able to implement the new MAC workload number 8 weeks prior to the effective date									X		All entities or applications listed under 6569.5 through 6569.46

Number	Requirement	A / B M A C	D M E M A C	F I	C A R R I E R	R H H I	Shared-System Maintainers				OTHER
							F I S S	M C S	V M S	C W F	
	of the CR for the purpose of testing with the Medicare contractor.										
6569.7	CAFM shall be modified (as necessary) to reflect the new MAC workload number.										CAFM
6569.8	CERT shall be modified (as necessary) to reflect the new MAC workload number.										CERT
6569.8.1	WPS shall furnish the CERT Review Contractor with an electronic list of the provider numbers to be transitioned to the new MAC workload number.										WPS
6569.8.2	The CERT Review Contractor in consultation with the CMS CERT business owner shall take whatever actions it deems appropriate to associate the claims of providers assigned to the new MAC workload number or 01901 with the previous Medicare contractor workload number 52280.										CERT
6569.9	CMIS shall be modified (as necessary) to reflect the new MAC workload number.										CMIS
6569.10	CROWD shall be modified (as necessary) to reflect the new MAC workload number.										CROWD
6569.11	Deleted										
6569.12	The CMS Debt Collection System (DCS) shall be modified (as necessary) to reflect the new MAC workload number.										DCS
6569.12.1	The J1A/B MAC shall manually adjust the DCS to reflect those providers whose contractor workload number has been changed. If this change is not made, any updates (collection or recall) would be sent to the original contractor workload number.										J1A/B MAC
6569.13	ECRS shall be modified (as necessary) to reflect the new MAC workload number.										ECRS
6569.14	IRIS shall be modified (as necessary) to reflect the new MAC workload number.										IRIS

Number	Requirement	A / B M A C	D M E M A C	F I	C A R R I E R	R H I	Shared-System Maintainers				OTHER
							F I S S	M C S	V M S	C W F	
6569.15	The NPI crosswalk shall be modified (as necessary) to accept files with the new MAC workload number.										NPI Crosswalk Contractor
6569.16	The WPS Legacy contractor, the J1A/B MAC and the EDC shall work together to contact the CMS data center (Donald.dimitriou@cms.hhs.gov) to set up file transfer protocols (where necessary) in accordance with the CMS Enterprise File Transfer (EFT) Infrastructure standard so that crosswalk files can be received for the new MAC workload number. When this file transfer process is in place, the WPS Legacy contractor shall send in a complete master provider file containing the new MAC workload number to the NPI crosswalk. The NPI crosswalk shall send back a file with the NPI to legacy crosswalk. Then daily files shall be sent and returned. The J1 A/B MAC shall also set up file transfers to correctly send files as described in JSM 06545.										WPS, J1A/B MAC, CMS Data Center
6569.17	NGD shall be modified (as necessary) to reflect the new MAC workload number.										NGD
6569.18	PIMR shall be modified (as necessary) to reflect the new MAC workload number.										PIMR
6569.19	PSOR shall be modified (as necessary) to reflect the new MAC workload number.										PSOR
6569.20	PORS shall be modified (as necessary) to reflect the new MAC workload number.										PORS
6569.21	The PS&R systems shall be modified (as necessary) to reflect the new MAC workload number. This includes legacy PS&R systems maintained by the WPS Legacy contractor.	X									PS&R, EDC
6569.22	PULSE shall be modified (as necessary) to reflect the new MAC workload number.										PULSE

Number	Requirement	A / B M A C	D M E M A C	F I	C A R R I E R	R H H I	Shared-System Maintainers				OTHER
							F I S S	M C S	V M S	C W F	
6569.23	REMAS shall be modified (as necessary) to reflect the new MAC workload number.										REMAS
6569.24	REMIS shall be modified (as necessary) to reflect the new MAC workload number.										REMIS
6569.25	ECPS (was formerly known as SuperOps) shall be modified (as necessary) to reflect the new MAC workload number.						X				
6569.26	COBA shall be modified (as necessary) to reflect the new MAC workload number.										COBA COBC
6569.27	The PSCs/Z-PICs shall make the necessary modifications to reflect the new MAC workload number. The PSC/Z-PIC CMS business owner will need to decide which PSC/Z-PIC will have jurisdiction over workload processed by the WPS Legacy contractor for providers being moved to the J1 A/B MAC.										PSC
6569.28	LOLA shall be modified (as necessary) to reflect the new MAC workload number. The role of LOLA for providers being moved to the J1 A/B MAC shall be discussed and determined during the transition process.										LOLA
6569.29	STAR shall be modified (as necessary) to reflect the new MAC workload number.										STAR, J1A/B MAC
6569.30	HCIS shall be modified (as necessary) to reflect the new MAC workload number.										HCIS
6569.31	BESS shall be modified (as necessary) to reflect the new MAC workload number.										BESS
6569.32	QIES (the Quality Improvement Evaluation System, formerly known as OSCAR) shall be modified (as necessary) to reflect the new MAC workload number.										QIES
6569.33	On or before February 15, 2010, DPFS (PECOS) shall provide the WPS Legacy contractor and the J1 A/B MAC with a spreadsheet listing all the PECOS										WPS, J1 A/B MAC

Number	Requirement	A / B M A C	D M E M A C	F I I E R	C A R R I E R	R H H I	Shared-System Maintainers				OTHER	
							F I S S	M C S	V M S	C W F		
	enrollment records under WPS. WPS/J1 will complete the spreadsheet and indicate which providers will be associated with MAC workload number 01901. The WPS Legacy contractor in consultation with the J1 A/B MAC shall complete and verify the spreadsheet, and return it to Jessica.Hoffman@cms.hhs.gov and Meena.Patel@cms.hhs.gov . The spreadsheet must be received by Jessica Hoffman and Meena Patel no later than March 2, 2010.											
6569.34	PECOS shall create a new nightly extract file for MAC workload number 01901. The EDC processing this workload shall make arrangements to pick up this file.											PECOS, EDC
6569.34.1	Any user at the J1MAC who wants access to the new MAC workload number shall submit paper work 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. Additionally, of those users, two should be designated as PECOS CRT sharepoint users. (The users must do this in order to have access to the enrollments under these MAC numbers.)											J1A/B MAC
6569.34.2	PECOS shall be modified (as necessary) to reflect the new MAC contractor numbers. The PECOS team shall make all internal code changes to PECOS associated with the Medicare contractor interface as well as the Web interface in order to accommodate the new MAC workload number of 01901.											PECOS
6569.34.3	The PECOS team shall use the spreadsheet supplied by the WPS Legacy contractor (see BR 6569.33) to associate providers with the appropriate MAC workload											PECOS

Number	Requirement	A / B M A C	D M E M A C	F I	C A R R I E R	R H I	Shared-System Maintainers				OTHER
							F I S S	M C S	V M S	C W F	
	number.										
6569.35	The CMS Baltimore Data Center shall modify its records to reflect the new MAC workload number.										CMS HDC
6569.36	The FISS Maintainer shall work with CWF and the EDC to ensure history files can be cross referred to the new MAC workload number dating back at least 27 months.						X			X	EDC
6569.37	The J1A/B MAC shall modify any electronic claims billing or other software it supplies to providers/submitters to reflect the new MAC workload number.										J1A/B MAC
6569.38	The J1A/B MAC shall make any changes necessary to ensure its non-base applications and reports support the new production region and the new MAC workload number.										J1A/B MAC
6569.39	National Part B pricing files shall be updated to reflect the new MAC workload number.										PRICING, J1A/B MAC
6569.40	The ZIP code file shall be updated to reflect the new MAC workload number.										ZIP CODE, J1A/B MAC
6569.41	The Provider Inquiries Evaluation System (PIES), shall be updated as necessary to accommodate the new MAC workload number.										PIES
6569.42	The local coverage determination (LCD) database shall make any changes necessary to accommodate the new MAC workload number.										LCD database
6569.42.1	The J1 A/B MAC shall advise the CMS LCD database CMS business owner through the usual channels of the LCDs it will be using for the 01901 MAC workload number. The LCD database CMS business owner shall use this information to populate its database.										J1 A/B MAC, LCD database

Number	Requirement	A / B M A C	D M E M A C	F I	C A R R I E R	R H H I	Shared-System Maintainers				OTHER
							F I S S	M C S	V M S	C W F	
6569.43	The RHHI-D Contractor (NGS) shall redirect data for transitioning hospital based provider (HBP) home health agencies (HHAs) from the WPS Legacy contractor to the J1 A/B MAC. The scope of these changes shall be refined during the transition process. The RHHI shall work with the EDC and FISS, as necessary, to effectuate this change.						X				NGS, J1 A/B MAC, EDS EDC
6569.44	The handling of 1099s for WPS Legacy contractor providers being moved to the J1 A/B MAC shall be discussed and refined during the transition process.						X				WPS, J1A/B MAC
6569.45	The handling of periodic interim payments (PIP) for WPS Legacy contractor providers being moved to the J1 A/B MAC shall be discussed and refined during the transition process.						X				WPS, J1A/B MAC
6569.46	The WPS Legacy contractor and J1 A/B MAC in consultation with CMS shall devise a plan during the transition process to address the transfer of ongoing workload such as (but not limited to) written inquiries, pending medical review cases, and the transfer of paper records, for transitioning providers.										CMS-CMM, WPS, J1 A/B MAC

III. PROVIDER EDUCATION TABLE

Number	Requirement	A / B M A C	D M E M A C	F I	C A R R I E R	R H H I	Shared-System Maintainers				OTHER
							F I S S	M C S	V M S	C W F	
6569.47	The WPS Legacy contractor and the J1 A/B MAC shall post this entire instruction, or a direct link to this instruction, on its Web site 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										WPS, J1 A/B MAC

Number	Requirement	A / B M A C	D M E M A C	F I	C A R R I E R	R H I	Shared-System Maintainers			OTHER	
							F I S S	M C S	V M S	C W F	
	regularly scheduled bulletin.										
6569.48	<p>The WPS Legacy contractor shall prepare an article explaining the MAC workload number changes for the workloads they currently process that will be transitioning to the J1 A/B MAC. This article shall explain which providers will be affected by this pilot, i.e., those providers located in the geographic areas mentioned in BR 6569.1.2, as well as QCPs whose home offices are located in the J1 A/B MAC's jurisdiction and who elect to have claims for all of their providers processed by the J1 A/B MAC as per BR 6569.1.2.1. The article should also provide whatever transition information is available at the time it is written that would be helpful to the transitioning providers. This might include information on planned dark days or the release of the payment floor. If no such information is currently available, the article should indicate that such information will be supplied prior to the MAC transition effective date. The article should also mention that transitioning providers will be advised of how it will need to electronically submit claims to the J1 A/B MAC.</p> <p>Following approval of this article by the CMS J1 A/B MAC Project Officer (James.Massa@cms.hhs.gov) or his designee, WPS shall post this article, or a direct link to this article, on its Web site and include information about it in a listserv message no later than 90 days prior to the effective date of the CR. Once the article is posted, it shall be included in the contractor's next regularly scheduled bulletin.</p>									WPS	

IV. SUPPORTING INFORMATION

A new workload number for the J1 WPS Legacy Part A workload must be established so that the workload can be moved to the appropriate A/B MAC as per statutory requirements.

A. For any recommendations and supporting information associated with listed requirements, use the box below:

Use "Should" to denote a recommendation.

X-Ref Requirement Number	Recommendations or other supporting information:

B. For all other recommendations and supporting information, use this space: N/A

V. CONTACTS

Pre-Implementation Contact(s): Scott Levine (Scott.Levine@cms.hhs.gov) or Steven Felsenberg (Steven.Felsenberg@cms.hhs.gov).

Post-Implementation Contact(s): Scott Levine (Scott.Levine@cms.hhs.gov) or Steven Felsenberg (Steven.Felsenberg@cms.hhs.gov).

VI. FUNDING:

A. For Fiscal Intermediaries, Carriers, and Regional Home Health Intermediaries (RHHIs):

Funding for implementation activities will be provided to contractors through the regular budget process

B. For Medicare Administrative Contractors (MAC):

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 Statement of Work (SOW). 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.