CMS Manual System	Department of Health & Human Services (DHHS)
Pub 100-20 One-Time Notification	Centers for Medicare & Medicaid Services (CMS)
Transmittal 782	Date: October 8, 2010
	Change Request 7135

SUBJECT: The Transition of a Segment of the Wisconsin Physicians Service (WPS) Legacy Workload (Formerly Processed by Mutual of Omaha) for the States of Delaware, Maryland, New Jersey, Pennsylvania and the District of Columbia to the J12 A/B Medicare Administrative Contractor (MAC)

I. SUMMARY OF CHANGES: Transition of a Segment of the Wisconsin Physicians Service (WPS) Legacy Workload (Formerly Processed by Mutual of Omaha) for the States of Delaware, Maryland, New Jersey, Pennsylvania and the District of Columbia to the J12 A/B Medicare Administrative Contractor (MAC)

EFFECTIVE DATE: February 21, 2011
IMPLEMENTATION DATE: February 21, 2011

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:

For Fiscal Intermediaries (FIs), Regional Home Health Intermediaries (RHHIs) and/or Carriers:
Funding for implementation activities will be provided to contractors through the regular budget process.

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. ATTACHMENT:

One-Time Notification

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

Attachment – One-Time Notification

Pub.100-20	Transmittal: 782	Date: October 8, 2010	Change Request: 7135

SUBJECT: The Transition of a Segment of the Wisconsin Physicians Service (WPS) Legacy Workload (Formerly Processed by Mutual of Omaha) for the States of Delaware, Maryland, New Jersey, Pennsylvania and the District of Columbia to the J12 A/B Medicare Administrative Contractor (MAC)

Effective Date: February 21, 2011

Implementation Date: February 21, 2011

I. GENERAL INFORMATION

A. Background: As a Title XVIII contractor, 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. The purpose of this Change Request (CR) is to transition to the Jurisdiction 12 (J12) A/B MAC the providers currently processed by the WPS Legacy contractor for which the J12 A/B MAC has jurisdiction. This will be the third such transition (following the pilot for the J1 A/B MAC and the current J4 A/B MAC WPS Legacy transition). The J12 A/B MAC is responsible for the states of Delaware, Maryland, New Jersey, Pennsylvania and the District of Columbia.

A complicating factor for these transitions will be the fact that the WPS Legacy workload includes a significant number of providers that have met the 42 CFR 421.404 criteria to be 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. The 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, CMS will transition that QCP's providers to the appropriate A/B MAC based upon the individual provider's geographic location.

The WPS Legacy workload is currently processed under contractor workload number 52280. Following this J12 A/B MAC transition, the remaining WPS Legacy workload will continue to be processed under that workload number. However, the J12 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 12901.

As explained in the following business requirements, the WPS Legacy contractor will produce two iterations of the transitioning provider list. CMS is taking this approach so it can provide the J12 A/B MAC with a listing as early as possible that can be used to begin the early boarding process. The final list will be finalized as close to the transition date as possible to provide as much time as possible for the QCPs to make their transition decisions.

The following applications or entities will need to accommodate the new MAC workload numbers for both testing and production:

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

Comprehensive Error Rate Testing System (CERT),
Contractor Management Information System (CMIS),
CMS Baltimore Data Center,
Coordination of Benefits Agreement Program (COBA),
Contractor Reporting of Operational Workload Data System (CROWD),
Common Working File (CWF),
Debt Collection System (DCS),
Expert Claims Processing System (ECPS),
Electronic Correspondence Referral System (ECRS),
Fiscal Intermediary Shared System (FISS),
Health Care Information System (HCIS),
Healthcare Integrated General Ledger Accounting System (HIGLAS),
Local Coverage Determination (LCD) database,
Limited On-Line Access System (LOLA),
Medicare Secondary Payer Recovery Contractor (MSPRC),
National Part B Pricing Files,
Next Generation Desktop System (NGD),
National Provider Identifier (NPI) crosswalk,
Quality Improvement Evaluation System (QIES, formerly known as OSCAR),
Part B National Summary Data File (formerly known as BESS),
Physician/Supplier Overpayment Report (PSOR),
Production Performance Monitoring System (PULSE),
Provider Enrollment, Chain and Ownership System (PECOS),
Provider Inquiry Evaluation System (PIES),
Program Integrity Management Reporting System (PIMR),
Program Safeguard Contractor (PSC) or Zoned Program Integrity Contractors (ZPICs),
Provider Overpayment Reporting System (PORS),
Provider Statistical and Reimbursement System (PS&R),
Recovery Management and Accounting System (REMAS),
Renal Management Information System (REMIS),
System Tracking for Audit and Reimbursement (STAR), and
the Zip Code File.

The J12 A/B MAC contract is currently held by Highmark Medicare Services. Its address is:
> Highmark Medicare Services Inc.
> 1800 Center Street
> P.O. Box 890089
> Camp Hill, PA 17089

The WPS Legacy workload is currently processed by Wisconsin Physicians Service (WPS). Its 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	Responsibility (place an "X" in each applicable column)									
		A / B MAC	D M E MAC	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	
7135.1	The Hewlett Packard (HP) Enterprise Data Center (EDC) shall create the necessary customer information control system (CICS) regions for both testing and production to facilitate the transition of the J12 portion of the WPS Legacy workload (formerly processed by Mutual of Omaha) to separate CICS UAT and production regions.										HP EDC
7135.1.1	The Companion Data Services (CDS) EDC currently processes the J12 workload. The HP EDC shall process the workload being transitioned from the WPS Legacy contractor to the J12 A/B MAC. The CDS EDC shall provide whatever assistance is necessary to support and test the new CICS regions referred to in BR 7135.1.										CDS EDC
7135.1.2	The HP EDC, the CDS EDC, the J12A/B MAC, CWF, FISS, and the Medicare applications or entities listed in requirements 7135.5 through 7135.47 shall perform the modifications needed to accommodate the transition of providers from the WPS Legacy contractor to the J12 A/B MAC and the new MAC workload number of 12901.						X			X	HP EDC, CDS EDC J12 A/B MAC all entities or applications listed under 7135.5 through 7135.47
7135.1.3	The WPS Legacy contractor shall develop an initial list of transitioning providers in the 52280 workload that should be moved to the J12 A/B MAC and be processed under MAC workload number 12901 by sorting against the state location identifier in the first two positions of each provider's CMS Certification Number (CCN) at a date agreed to by WPS and CMS, not to exceed September 30, 2010.										WPS Legacy
7135.1.3.1	The J12 A/B MAC state locations are as follows: Delaware – 08 Maryland – 21, 80 New Jersey – 31 Pennsylvania – 39, 73 District of Columbia – 09										WPS Legacy
7135.1.3.2	To the extent the WPS Legacy contractor is able to identify chain providers from its internal records, it shall exclude such										WPS Legacy

Number	Requirement	Responsibility (place an "X" in each applicable column)									
		A / B MAC	D M E MAC	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	
	entities from the initial transitioning provider list referred to in BR 7135.1.3.										
7135.1.3.2.1	The WPS Legacy contractor shall include on the list all PTANs for "sub-units" and "provider-based" providers connected with main provider hospitals located within the J12 jurisdiction, even if that downstream sub-unit or provider-based provider is located outside of the J12 jurisdiction.										WPS Legacy
7135.1.3.3	The WPS Legacy contractor shall supply the initial list referred to in BR 7135.1.3 to the J12 A/B MAC (contact to be provided during the transition process), the HP EDC (David.Grounds@HP,com), FISS (Sylvia.Sampson@cms.hhs.gov), CERT (Daniel.Kalwa@cms.hhs.gov), STAR (Mark.Korpela@cms.hhs.gov), the Recovery Audit Contractor (RAC) (Terrence.Lew@cms.hhs.gov, Scott.Wakefield@cms.hhs.gov) and the CWF maintainer (Kathryn.Woytan@cms.hhs.gov) in an Excel spreadsheet listing each provider currently processed under contractor workload number 52280 that will be moving to MAC workload number 12901 at a date agreed to by WPS and CMS as per BR 7135.1.3. The Excel spreadsheet shall be created in accordance with BR 7135.1.3.4										WPS Legacy
7135.1.3.4	The Excel spreadsheet shall be in the following format: Provider Transaction Access Number (PTAN), Status of Provider. The status of the providers on this initial list shall be "transitioning provider". For the final list (see BRs 7135.1.5 – 7135.1.5.4) the list shall include additional status explanations, such as "Newly identified transitioning provider" or "Previously identified as transitioning, provider will remain with 52280 workload" as well as any other designation deemed appropriate by the WPS Legacy contractor.										WPS Legacy

Number	Requirement	Responsibility (place an "X" in each applicable column)									
		A / B MAC	D M E MAC	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	
	The PTAN is also often referred to as the legacy contractor's provider number. This listing shall also contain all active and inactive PTANs, along with their state code and, in the case of the final list (BR 7135.1.5) their associated chain ID (when applicable).										
7135.1.3.5	The WPS Legacy contractor, in consultation with CMS, shall supply to the J12 A/B MAC all required cost report data for the transitioning providers required by the J12 A/B MAC during the transition process.										WPS Legacy, J12 A/B MAC
7135.1.4	No later than November 5, 2010, CMS shall begin working with the WPS Legacy contractor on a listing of providers in QCPs located outside of the states of Delaware, Maryland, New Jersey, Pennsylvania, and the District of Columbia with home offices in one of the states serviced by the J12 A/B MAC that have elected to have their claims processed by the J12 A/B MAC.										CMS, WPS Legacy
7135.1.4.1	No later than November 5, 2010, CMS shall begin working with the WPS Legacy contractor on a listing of providers in QCPs with home offices outside of one of the states serviced by the J12 A/B MAC but with providers located within the states of Delaware, Maryland, New Jersey, Pennsylvania, and the District of Columbia that have elected to have their claims processed by the A/B MAC that services that home office. These providers shall be excluded from the final transitioning provider list (BR 7135.1.5 – 1.5.4).										CMS, WPS Legacy
7135.1.5	No later than December 7, 2010 CMS shall supply the WPS Legacy contractor with a final version of the listings detailed in BR 7135.1.4 and 1.4.1.										CMS, WPS Legacy
7135.1.5.1	The WPS Legacy contractor shall update the initial transitioning provider listing referred to in BR 7135.1.3 to reflect the final versions of the CMS listings referred to in BR 7135.1.5.										WPS Legacy
7135.1.5.2	The WPS Legacy contractor shall annotate for easy reference any additions or deletions										WPS Legacy

Number	Requirement	Responsibility (place an "X" in each applicable column)									
		A / B MAC	D M E MAC	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	
	between the initial transitioning provider list (see BR 7135.1.3) and the final transitioning provider list (see BR 7135.1.5.1) as per BR 7135.1.3.4.										
7135.1.5.3	No later than January 7, 2011, the WPS Legacy contractor shall supply the final transitioning provider list to all the parties to whom it had previously supplied the initial or interim transitioning provider list (as per BRs 71351.3.3 and 1.3.4).										WPS Legacy
7135.1.5.4	The Excel spreadsheet referred to in BR 7135.1.5.3 shall conform to the format specified in BR 7135.1.3.4.										WPS Legacy
7135.1.6	CWF shall take whatever actions are necessary to reflect the movement of providers from the WPS Legacy contractor to the J12 A/B MAC and to ensure continuing CWF processing of those provider's claims. The WPS Legacy contractor shall supply the CWF maintainer with a listing of such providers as per BRs 7135.1.3.3 and 7135.1.5.3.									X	WPS Legacy
7135.1.6.1	CWF shall generate IURs and reports to the J12 A/B MAC for the providers who will be moving from WPS Legacy workload number 52280 to the new MAC workload number of 12901.									X	
7135.1.6.2	At least 2 weeks prior to the effective date of this transition, or following an affirmative "GO" decision for that workload (whichever occurs latest) the WPS Legacy contractor shall request CMS to drop Out of Service Area (OSA) processing during the transition period. The WPS Legacy contractor shall use the language in 7135.1.6.3. The request shall be sent to Kathryn.Woytan@cms.hhs.gov.										WPS Legacy
7135.1.6.3	The following language shall be used by the WPS Legacy contractor to request the dropping of OSA processing as per BR 7135.1.6.2. *"This Drop OSA request is associated with CMS CR 7135's transition of a segment of the WPS Legacy workload to the J12 A/B*									X	WPS Legacy

Number	Requirement	Responsibility (place an "X" in each applicable column)									
		A / B MAC	D M E MAC	F I	C A R R I E R	R H H I	FISS	MCS	VMS	CWF	OTHER
	MAC for the dropping of CWF Out of Service Area (OSA) transactions. *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 J12 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 scheduled for [insert day of the first planned batch cycle following 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."*										
7135.1.6.4	CWF shall suspend OSA processing as necessary to support this transition.									X	
7135.1.6.5	Prior to the transition of this workload, CWF shall allow for the testing by the J12 A/B MAC of the CWF revised software. The CWF maintainer shall supply to the CWF host software that sets the effective date of the changes to a date at least 30 days prior to cutover.									X	J12 A/B MAC
7135.1.7	FISS, in consultation with the J12 A/B MAC, and the WPS Legacy contractor shall change the Business Segment Indicators (BSI) currently assigned to the providers						X				J12 A/B MAC

Number	Requirement	Responsibility (place an "X" in each applicable column)									
		A / B MAC	D M E MAC	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	
	being moved from the WPS Legacy contractor workload to the J12 A/B MAC based upon provider's CCN, except as provided for in BR 7135---.										
7135.1.7.1	The BSIs referred to in BR 7135.1 shall be assigned as follows: Delaware – DEM Maryland – MDM New Jersey – NJM Pennsylvania – PAM District of Columbia – DCM						X				J12 A/B MAC
7135.1.7.2	CMS-CMM shall activate the BSIs referred to in BR 7135.1.7.1										CMS-CMM
7135.1.7.3	If a provider in a QCP that will be transitioning to the J12 MAC is not located in the J12 A/B MAC geographic area, FISS shall assign it the BSI corresponding with the state where the home office is located.						X				J12 A/B MAC
7135.1.7.4	Where a provider located outside of the states of Delaware, Maryland, New Jersey, Pennsylvania, and the District of Columbia has been transitioned to the J12 A/B MAC as a result of its connection with a QCP whose home office is located one of those states, the WPS Legacy contractor, in consultation with the J12 A/B MAC, shall supply the FISS maintainer with a list of such providers and the BSI belonging to its home office.						X				WPS Legacy J12 A/B MAC
7135.1.7.5	Where a "sub-unit" or a "provider-based" provider located outside of J12 is being transitioned to J12 as a result of its connection with a main provider hospital located within the J12 jurisdiction, the WPS Legacy contractor, in consultation with the J12 A/B MAC, shall supply the FISS maintainer with a list of all such entities and the BSI belonging to its main provider hospital.						X				WPS Legacy J12 A/B MAC
7135.1.7.6	The FISS Maintainer shall assign a provider located outside of the states of Delaware, Maryland, New Jersey, Pennsylvania, and the District of Columbia that has been transitioned to the J12 A/B MAC the BSI indicated on the lists referred to in BRs						X				

Number	Requirement	Responsibility (place an "X" in each applicable column)									
		A / B MAC	D M E MAC	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	
	7135.1.7.4 and 7135.1.7.5.										
7135.1.8	Following the transition of the WPS Legacy workload, FISS shall aggregate the workloads currently processed in the current J12 A/B MAC Part A CICS regions (12101, 12201, 12301 12401 and 12501) and the workload processed in the new stand alone former WPS Legacy CICS region (12901) for the purpose of workload reporting. The Maryland, New Jersey, Pennsylvania and District of Columbia workloads (12301, 12401, 12501, and 12 201) are currently processed in the same CICS region, and the Delaware workload (12101) is processed in a separate CICS region.					X					J12 A/B MAC
7135.1.8.1	The J12 A/B MAC shall aggregate and report to CMS by State the workloads processed in the current J12 A/B MAC Part A CICS region (12101, 12201, 12301, 12401 and 12501) and the workload processed in the new stand alone former WPS Legacy CICS region (12901). This is for both CROWD and non-CROWD reporting as well as reporting to PULSE.										J12 A/B MAC, CROWD, PULSE
7135.1.8.1.1	While contractors on HIGLAS routinely submit a HIGLAS report in lieu of the monthly CMS 1522 report, contractors are required to submit daily 1522 data to PULSE. FISS shall take action to ensure this occurs.					X					J12 A/B MAC
7135.1.8.2	Any CMS shared system or application that utilizes the BSI or workload reports shall make whatever changes are necessary to accommodate this BSI and workload reporting change. The HIGLAS system receives the BSI and produces errors on the 274 file. HIGLAS needs to be able to accept the new BSIs with a last digit of "M" as per BR 7135.1.7.1										ESS, CAFM, CERT, MIS, BESS, CMS BALTIMORE DC, COBA & COBC, CROWD, PIES, CSAMS, CWF, DCS, ECRS, FISS, HCIS, HIGLAS, , the Local Coverage Determination (LCD) Database, LOLA, NGD, the NPI crosswalk, QIES (formerly known as OSCAR), PIMR, PORS, PS&R, the PSC or ZPIC, PSOR, PULSE, REMAS, REMIS, STAR, and

Number	Requirement	A / B MAC	D M E MAC	F I	C A R R I E R	R H H I	F I S S	M C S	V M S	C W F	OTHER
											ECPS
7135.2	FISS, CWF, the J12 A/B MAC, and the Medicare applications or entities listed in requirements 7135.5 through 7135.47 shall be able to implement the new MAC workload number by the effective date listed in this CR for the purpose of ongoing production. 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.						X			X	J12 A/B MAC, all entities or applications listed under 7135.5 through 7135.47
7135.3	FISS, CWF, the J12 A/B MAC, and the Medicare applications or entities listed in requirements 7135.5 through 7135.47 shall make required systems changes to cross refer the claims of the providers currently processed under contractor workload number 52280 who will be moving to MAC workload number 12901 to facilitate the processing of adjustment claims and other situations which need to cross refer to the original claim. (Please note that most providers currently processed under 52280 will continue to be processed under that workload number.						X			X	J12 A/B MAC, all entities or applications listed under 7135.5 through 7135.47
7135.4	HIGLAS shall be modified (as necessary) to reflect the new MAC workload number.										HIGLAS
7135.4.1	HIGLAS shall use 12901 as the HIGLAS workload number for the new J12 WPS Legacy workload.						X				HIGLAS, all entities or applications listed under 7135.5 through 7135.47
7135.4.2	The new workload that will moved from the WPS Legacy contractor to the J12 A/B MAC shall be converted into the existing HIGLAS Organization. The HIGLAS J12A Organization shall then contain three separate workloads, the existing DC, MD, NJ & PA workload, the existing DE workload and the new workload being created by the split of the J12 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										HIGLAS, all entities or applications listed under 7135.5 through 7135.47

Number	Requirement	Responsibility (place an "X" in each applicable column)									
		A / B MAC	D M E MAC	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	
	report upon.										
7135.4.3	The WPS Legacy contractor shall identify the Audit Intermediary (AI) providers and provide a listing to the HP EDC and HIGLAS.										WPS Legacy.
7135.4.3.1	The J12 A/B MAC shall treat the hospital-based HHAs/Hospices/AI providers the same as any other transitioning provider. These providers shall be included in the HIGLAS split and any outstanding settlement ARs and APs shall be transitioned to the J12 A/B MAC.										J12 A/B MAC, HP EDC
7135.5	The CWF ELGE module shall be modified (as necessary) to reflect the new MAC workload number.									X	
7135.5.1	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	J12 A/B MAC
7135.6	CWF and the entities or Medicare applications listed in requirements 7135.5 through 7135.47 shall have a goal of implementing the new MAC workload number 8 weeks prior to the effective date of the CR for the purpose of testing with the Medicare contractor. If any of these entities is unable to implement within this timeframe, they shall notify the CMS implementation lead (Ken.Marshall@cms.hhs.gov) and the CMS IT Lead (Herrick.Lord@cms.hhs.gov) of when their system or application will be available for testing.									X	All entities or applications listed under 7135.5 through 7135.47
7135.7	CAFM shall be modified (as necessary) to reflect the new MAC workload number.										CAFM
7135.8	CERT shall be modified (as necessary) to reflect the new MAC workload number.										CERT
7135.8.1	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 12901 with the previous Medicare contractor workload										CERT

Number	Requirement	Responsibility (place an "X" in each applicable column)									
		A / B MAC	D M E MAC	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	
	number 52280.										
7135.9	CMIS shall be modified (as necessary) to reflect the new MAC workload number.										CMIS
7135.10	CROWD shall be modified (as necessary) to reflect the new MAC workload number.										CROWD
7135.11	The CMS Debt Collection System (DCS) shall be modified (as necessary) to reflect the new MAC workload number.										DCS
7135.12	The J12 A/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.										J12 A/B MAC
7135.13	ECRS shall be modified (as necessary) to reflect the new MAC workload number.										ECRS
7135.14	Checks that are outstanding at cutover shall remain the responsibility of WPS to clear or otherwise finalize utilizing standard approved procedures.										WPS Legacy
7135.14.1	The WPS Legacy contractor shall identify Third Party Payer (TPP) accounts receivable that should be moved to the J12 A/B MAC (if any).										WPS Legacy
7135.14.2	FISS, in conjunction with the J12 A/B MAC shall split the accounts receivable referred to in BR 7135.14.1 and move them to the J12 A/B MAC (if any).						X				J12 A/B MAC
7135.14.3	The J12 A/B MAC shall manually add TPP supplier records to its accounts receivable files as necessary.										J12 A/B MAC
7135.15	The NPI Crosswalk shall be modified (as necessary) to accept files with the new MAC workload number.										NPI Crosswalk Contractor
7135.16	The HP EDC, in consultation with the J12 A/B MAC and the WPS Legacy contractor, shall 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 HP EDC shall send in a complete master provider file containing the new										HP EDC, CMS Data Center

Number	Requirement	A/B MAC	DME MAC	FI	CARRIER	RHHI	FISS	MCS	VMS	CWF	OTHER
	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 E\HP EDC, on behalf of the J12 A/B MAC, shall also set up file transfers to correctly send files as described in JSM 06545.										
7135.17	NGD shall be modified (as necessary) to reflect the new MAC workload number.										NGD
7135.18	PIMR shall be modified (as necessary) to reflect the new MAC workload number.										PIMR
7135.19	PSOR shall be modified (as necessary) to reflect the new MAC workload number.										PSOR
7135.20	PORS shall be modified (as necessary) to reflect the new MAC workload number.										PORS
7135.21	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
7135.22	PULSE shall be modified (as necessary) to reflect the new MAC workload number.										PULSE
7135.22.1	The HP EDC shall provide the CDS EDC with daily PULSE files for the J12 WPS Legacy workload. This includes the daily 1522 file.										HP EDC
7135.22.2	The FISS contractor shall provide transition software so that the CDS EDC can combine the J12 WPS Legacy PULSE files with the existing J12 Part A PULSE files (including the daily 1522 file). (It is the intention of CMS to add this functionality to FISS via a separate CR. If this functionality is available at the time of this cutover, it will not be necessary for FISS to provide separate transition software.)						X				
7135.22.3	The CDS EDC shall run the software referred to in BR 7135.22.2 and forward the resulting file (after appropriate verification by the J12 A/B MAC) to the PULSE contractor.										CDS EDC, J12 A/B MAC, PULSE
7135.23	REMAS shall be modified (as necessary) to reflect the new MAC workload number.										REMAS

Number	Requirement	Responsibility (place an "X" in each applicable column)									
		A / B MAC	D M E MAC	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	
7135.24	REMIS shall be modified (as necessary) to reflect the new MAC workload number.										REMIS
7135.25	ECPS (was formerly known as SuperOps) shall be modified (as necessary) to reflect the new MAC workload number.					X					
7135.26	COBA shall be modified (as necessary) to reflect the new MAC workload number.										COBA COBC
7135.27	The PSC/Z-PIC 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 J12 A/B MAC.										CMS PSC/ZPIC Business Owner, PSC/ZPIC
7135.28	LOLA shall be modified (as necessary) to reflect the new MAC workload number. The role of LOLA for providers being moved to the J12 A/B MAC shall be discussed and determined during the transition process.										LOLA
7135.29	STAR shall be modified (as necessary) to reflect the new MAC workload number.										STAR, J12 A/B MAC
7135.30	HCIS shall be modified (as necessary) to reflect the new MAC workload number.										HCIS
7135.31	BESS shall be modified (as necessary) to reflect the new MAC workload number.										BESS
7135.32	QIES (formerly known as OSCAR) shall be modified (as necessary) to reflect the new MAC workload number.										QIES
7135.33	Seven weeks prior to the effective date of this CR, DPFS (PECOS) shall provide the WPS Legacy contractor and the J12 A/B MAC with a spreadsheet listing all the PECOS enrollment records under the WPS Legacy contractor. The WPS Legacy contractor in consultation with the J12 A/B MAC shall complete and verify the spreadsheet by designating which WPS enrollments as well as QCPs will transition to J12. This spreadsheet should be returned to Jessica.Hoffman@cms.hhs.gov and Meena.Patel@cms.hhs.gov no later than 5 weeks prior to the effective date of this CR.										WPS Legacy, J12 A/B MAC, PECOS

Number	Requirement	Responsibility (place an "X" in each applicable column)									
		A / B MAC	D M E MAC	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	
7135.34	PECOS shall create a new nightly extract file for MAC workload number 12901. The HP EDC shall arrange to pick up this file.										PECOS, HP EDC
7135.34.1	Any user at the J12 A/B MAC who wants access to the new MAC workload number shall submit a request to their respective CMS Access Administrator (CAA) at least 8 weeks prior to the effective date for the transition of that workload. Additionally, 2 of those users 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.)										J12 A/B MAC
7135.34.2	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 12901.										PECOS
7135.34.3	The PECOS team shall use the spreadsheet supplied by the WPS Legacy contractor (see BR 7135.33) to associate providers with the appropriate MAC workload number.										PECOS
7135.34.4	The PECOS maintainer shall support a 2 week UAT window.										PECOS, J12 A/B MAC
7135.35	The CMS Baltimore Data Center shall modify its records to reflect the new MAC workload number.										CMS HDC
7135.36	The FISS Maintainer shall work with CWF and the HP EDC to ensure history files can be cross referred to the new MAC workload number dating back at least 27 months.						X			X	HP EDC
7135.37	The J12 A/B MAC shall modify any electronic claims billing or other software it supplies to providers/submitters to reflect the new MAC workload number.										J12 A/B MAC
7135.38	The J12 A/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.										J12 A/B MAC
7135.38.1	Any non-base applications and data file transfers previously approved for the J12 A/B MAC in the CDS EDC environment										CDS EDC, HP EDC

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	
	shall be considered approved by CMS for the HP EDC environment. The CDS EDC in consultation with the J12 A/B MAC shall supply the HP EDC with a listing of such approved non-base applications and data files. The HP EDC shall review the listing. If it believes any of the previously approved non-base jobs and data file requests would be problematic, it shall discuss its concerns with the non-base workgroup (Carol.Young@cms.hhs.gov, Patricia.Bellamy@cms.hhs.gov and Scott.Levine@cms.hhs.gov).										
7135.39	National Part B pricing files shall be updated to reflect the new MAC workload number.										PRICING, J12 A/B MAC
7135.40	The Zip Code file shall be updated to reflect the new MAC workload number. The A/B MACs, Fiscal Intermediaries and Carriers shall load the revised Zip Code file when promulgated..	X		X	X						ZIP CODE, J12 A/B MAC
7135.41	PIES shall be updated as necessary to accommodate the new MAC workload number.										PIES
7135.42	The Local Coverage Determination (LCD) database shall make any changes necessary to accommodate the new MAC workload number.										LCD database
7135.42.1	The J12 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 12901 MAC workload number. The LCD database CMS business owner shall use this information to populate its database.										J12 A/B MAC, LCD database
7135.42.2	The J12 A/B MAC shall apply the LCDs of the WPS Legacy contractor as applicable to claims for services rendered by the transitioning providers with a date of service prior to the effective date of this CR.										WPS Legacy, J12 A/B MAC
7135.43	The WPS Legacy contractor currently receives claims data from the RHHI contractors that it uses for the purpose of cost report settlement for provider based HHAs and Hospices. The J12 A/B MAC shall perform cost report settlement for any					X					WPS Legacy, J12 A/B MAC

Number	Requirement	A / B MAC	D M E MAC	F I	C A R R I E R	R H H I	F I S S	M C S	V M S	C W F	OTHER
	such transitioning providers. The WPS Legacy contractor and the J12 A/B MAC shall negotiate the dates of this cost report settlement transition with the concurrence of the J12 A/B MAC Project officer.										
7135.43.1	The WPS Legacy contractor shall identify all J12 transitioning providers with provider- based HHAs and Hospices. It shall notify the corresponding RHHI to begin forwarding claims data to the J12 A/B MAC effective with the date that reflects the transition to the J12 A/B MAC of the cost report settlement process for that provider.					X					WPS Legacy, J12 A/B MAC
7135.44	The handling of 1099s for WPS Legacy contractor providers being moved to the J12 A/B MAC shall be discussed and refined during the transition process.					X					WPS Legacy, J12 A/B MAC
7135.45	The handling of periodic interim payments (PIP) for WPS Legacy contractor providers being moved to the J12 A/B MAC shall be discussed and refined during the transition process.					X					WPS Legacy, J12 A/B MAC
7135.46	The WPS Legacy contractor and J12 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 Legacy, J12 A/B MAC
7135.47	CMS has previously negotiated a file transfer agreement with the WPS Legacy contractor to maintain historic paper files and supply such files to the J12 A/B MAC on an as needed basis. The WPS Legacy contractor shall explain the terms of this agreement to the J12 A/B MAC during the transition process and the J12 A/B MAC shall abide by the CMS/WPS Legacy agreement.										WPS Legacy, J12 A/B MAC

Responsibility (place an "X" in each applicable column)
Shared-System Maintainers

III.   **PROVIDER EDUCATION TABLE**

Number	Requirement	Responsibility (place an "X" in each applicable column)									
		A / B MAC	D M E MAC	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	
7135.48	The WPS Legacy contractor and the J12 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 regularly scheduled bulletin.										WPS Legacy, J12 A/B MAC
7135.49	The WPS Legacy contractor shall prepare an article explaining the MAC workload number changes for the providers in its current workloads. This article shall explain which providers will be affected by this workload transition, i.e., those providers located in the geographic areas mentioned in BR 7135.1.4 as well as providers in QCPs whose home offices are located in the J12 A/B MAC's jurisdiction, and who elect to have claims for all of their providers processed by the J12 A/B MAC as per BR 7135.1.4.1. The article shall 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 available at the time the article is disseminated, 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 J12 A/B MAC. Following approval of this article by the CMS J12 A/B MAC Project Officer (James.Throne@cms.hhs.gov) or his designee, the WPS Legacy contractor 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										WPS Legacy

Number	Requirement	Responsibility (place an "X" in each applicable column)									
		A/B MAC	DME MAC	FI	CARRIER	RHHI	FISS	MCS	VMS	CWF	OTHER
	bulletin.										

IV. SUPPORTING INFORMATION

A new workload number for the J12 WPS Legacy Part A transitioning workload must be established so that the workload can be moved to the J12 A/B MAC as per statutory requirements.

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

V. CONTACTS

Pre-Implementation Contact(s): Scott Levine (Scott.Levine@cms.hhs.gov), Ken Mardshall (Ken.Marshall@cms.hhs.gov) and Michael Allen (Michael.Allen@cms.hhs.gov)

Post-Implementation Contact(s): Scott Levine (Scott.Levine@cms.hhs.gov), Ken Mardshall (Ken.Marshall@cms.hhs.gov) and Michael Allen (Michael.Allen@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 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.