



**Office of Financial Management/Financial Services Group**

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**June 14, 2010**

**The Medicare Secondary Payer Mandatory Reporting Provisions in Section 111 of the Medicare, Medicaid and SCHIP Extension Act of 2007 (the MMSEA) (See 42 U.S.C. 1395y(b)(7)&(b)(8))**

**ALERT: RRE ID Accountability and Other Registration Information**

This ALERT provides information about Responsible Reporting Entity (RRE) ID accountability. In addition, it provides information about registration issues that have been brought to the attention of CMS.

**RRE ID Accountability**

The CMS is aware that RREs may require more than one RRE ID, and accommodates RREs by assigning an ID each time the registration process is initiated. RREs need to keep in mind that the registration process, including testing, must be completed for each RRE ID assigned. A production file must be sent for each RRE ID, and RRE IDs may not be secured for the sole purpose of querying. If an RRE initiates the registration process, does not complete it, and returns to the COB Secure Website (COBSW) to start again, an additional RRE ID is created. The RRE now has two RRE IDs that they have committed to the Section 111 reporting program.

Please ensure that you do not have RRE IDs that were created unintentionally, and that will not be used to report Section 111 data. If you do have unintended or unneeded RRE IDs, please contact the Coordination of Benefits Contractor's (COBC) EDI Department at 646-458-6740 and ask to have these excess ID(s) deleted. Otherwise you will be expected to complete the registration process and send production files for each RRE ID. You also run the risk of being non-compliant with Section 111 for any of your RRE IDs that are not used for reporting, because your Authorized Representative signed a Section 111 data exchange agreement for each RRE ID created.

**Profile Report**

**Return Signed Profile Report**

Once Account Set-up is complete, a Profile Report is e-mailed to both the Authorized Representative and Account Manager. The Profile Report must be reviewed and signed by the Authorized Representative, and returned to the COBC before the associated RRE ID can be moved to Testing status. A signed Profile Report must be returned for each RRE ID.

### Profile Report/RRE Use of an Agent

RREs may use agents to submit data on their behalf. However, the RRE remains solely responsible and accountable for adhering to the requirements of the Section 111 program. Registration must be completed by the RRE. A Profile Report must be signed and returned by the Authorized Representative of each RRE ID, and not by an agent. If the Profile Report is not signed and returned by the Authorized Representative, the RRE ID will not progress to Testing status. Even if an agent has many RRE IDs that have progressed to Testing and Production statuses, agents will be unable to send files for RRE IDs that have not completed all prior steps.

### **Changing Your Authorized Representative or Account Manager Information**

The COBC must have correct and current contact information to keep you informed of any issues that may affect your RRE ID's file submissions and your compliance with Section 111. If there are any changes to your RRE contact information either return to the COBSW to provide updates *or* contact your Electronic Data Interchange (EDI) representative, as required.

Please continue to monitor the MMSEA Section 111 dedicated website at <http://www.cms.gov/MandatoryInsRep/> for additional information on the Section 111 reporting process and updates to the User Guide.