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| CMS Manual System | Department of Health & Human Services (DHHS) |
| Pub 100-20 One-Time Notification | Centers for Medicare & Medicaid Services (CMS) |
| Transmittal 1830 | Date: April 27, 2017 |
| | Change Request 9921 |

NOTE: This Transmittal is no longer sensitive and is being re-communicated November 3, 2017. The Transmittal Number, date of Transmittal and all other information remains the same. This instruction may now be posted to the Internet.

SUBJECT: Development of a Centralized Method for Durable Medical Equipment Medicare Administrative Contractors (DME MACs) to Authenticate the Supplier and Billing Agency/Clearinghouse Relationship in the Provider Portals

I. SUMMARY OF CHANGES: This Change Request (CR) instructs the Common Electronic Data Interchange (CEDI) and General Dynamics Information Technology (GDIT)/Viable Information Processing Systems (VIPS) Medicare System (VMS) to collaborate efforts to centralize the data necessary for the DME MACs to authenticate the supplier and billing agency/clearinghouse relationship. This CR also instructs the DME MACs to implement a process, using this data, to authenticate and validate the supplier and billing agency/clearinghouse relationship within the DME MAC provider internet portals.

EFFECTIVE DATE: October 1, 2017

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

IMPLEMENTATION DATE: October 2, 2017 - Analysis Design and Development; January 2, 2018 - Full Implementation

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

| Number | Requirement | Responsibility | | | | | | | | | |
|--------|--|----------------|---|-----|------------|---------------------------|-----|-----|-----|-------|------|
| | | A/B MAC | | | DME MAC | Shared-System Maintainers | | | | Other | |
| | | A | B | HHH | | FISS | MCS | VMS | CWF | | |
| | MAC provider internet portal access without requesting CEDI access on the same form. | | | | | | | | | | |
| 9921.4 | <p>CEDI shall perform the following validations on request for DME MAC provider internet portal access:</p> <ul style="list-style-type: none"> • Both the NPI and PTAN for the supplier are required. • The NPI must be valid. • The NPI and PTAN must have a valid PECOS crosswalk match. • The supplier's signature name must be an Authorized or Delegated Official according to the supplier's record in PECOS. • The NPI on the Supplier Authorization Form must be linked to at least one CEDI Trading Partner within the CEDI Gateway. • The Trading Partner ID submitted on the form must be an active ID in the CEDI Gateway. | | | | | | | | | CEDI | |
| 9921.5 | CEDI shall update their scripts for performing the setup process including updating the VMS MGTP screens. | | | | | | | | | | CEDI |
| 9921.6 | VMS shall modify the Biller Control Sub-System to allow for online inquiry and maintenance of DME MAC provider internet portal access authority switches provided by | | | | | | | X | | | |

| Number | Requirement | Responsibility | | | | | | | | |
|---------|--|----------------|---|-----|------------|---------------------------|-----|-----|-----|-------|
| | | A/B MAC | | | DME MAC | Shared-System Maintainers | | | | Other |
| | | A | B | HHH | | FISS | MCS | VMS | CWF | |
| | a supplier for the biller. | | | | | | | | | |
| 9921.7 | VMS shall create a daily extract of updates made to the DME MAC provider internet portal access authority switches in the Biller Control sub-system. | | | | | | | X | | |
| 9921.8 | VMS shall convert the existing Biller Control file to allow for multiple record types on the file and update the existing VMS programs accessing the Biller Control file to appropriately handle the new record types. | | | | | | | X | | |
| 9921.9 | DME MACs shall incorporate the file from VMS into the provider internet portal registration process. | | | | X | | | | | |
| 9921.10 | DME MACs shall develop a process to remove users from within the provider internet portal when CEDI indicates the relationship is no longer valid. | | | | X | | | | | |
| 9921.11 | The DME MACs shall transfer the VMS file from the Virtual Data Center. | | | | X | | | | | |
| 9921.12 | CGS Administrators, LLC (CGS) DME MAC Jurisdiction B and Jurisdiction C shall receive and store the data to be used in authenticating the provider and clearinghouse/billing agency relationship, but will not begin using the data until CGS' data center migration has been completed. | | | | X | | | | | |

III. PROVIDER EDUCATION TABLE

| Number | Requirement | Responsibility | | | | |
|--------|-------------|----------------|---|-----|------------|------|
| | | A/B MAC | | | DME MAC | CEDI |
| | | A | B | HHH | | |
| | 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): Ada Sanchez, 410-786-9466 or ada.sanchez@cms.hhs.gov , Delena Marine, 410-786-2127 or delena.marine@cms.hhs.gov , Colette Shatto, 410-786-6932 or colette.shatto@cms.hhs.gov

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

VI. FUNDING

Section A: For Medicare Administrative Contractors (MACs):

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ATTACHMENTS: 0