

CMS Manual System	Department of Health & Human Services (DHHS)
Pub 100-08 Medicare Program Integrity	Centers for Medicare & Medicaid Services (CMS)
Transmittal 10849	Date: July 13, 2021
	Change Request 12297

SUBJECT: Revising Subsection 3.5.4, Tracking Medicare Contractors' Prepayment and Postpayment Reviews, in Chapter 3 of Publication (Pub.) 100-08

I. SUMMARY OF CHANGES: The purpose of this Change Request (CR) is to revise subsection 3.5.4, Tracking Medicare Contractors' Prepayment and Postpayment Reviews, in Chapter 3 of Pub. 100-08 to clarify requirements for reporting into the Recovery Audit Contractor Data Warehouse (RACDW).

EFFECTIVE DATE: August 13, 2021

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

IMPLEMENTATION DATE: August 13, 2021

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
R	3/3.5/3.5.4/Tracking Medicare Contractors' Prepayment and Postpayment Reviews

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:

**Business Requirements
Manual Instruction**

Attachment - Business Requirements

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I. GENERAL INFORMATION

A. Background: This CR will revise the language in section 3.5.4 in Chapter 3 of Pub. 100-08 in order to promote consistency in MAC reporting of prepayment and postpayment claims into the RACDW.

B. Policy: This CR does not involve any legislative, statutory or regulatory policies.

II. BUSINESS REQUIREMENTS TABLE

"Shall" denotes a mandatory requirement, and "should" denotes an optional requirement.

Number	Requirement	Responsibility								
		A/B MAC			DME MAC	Shared-System Maintainers				Other
		A	B	HHH		FISS	MCS	VMS	CWF	
12297.1	The MAC shall include claims for which there was no response to the Additional Documentation Request when using the RACDW prepayment and postpayment claim layouts.	X	X	X	X					
12297.2	The MAC shall manually upload, or submit by flat file, their postpayment claims reviewed into the RACDW.	X	X	X	X					
12297.2.1	The MAC shall upload postpayment claims using the most current layout directed by CMS. Note: MACs will be notified of updates to the layout via Technical Direction Letter (TDL) or CR, if necessary to direct shared system changes, from CMS.	X	X	X	X					
12297.2.2	The MAC shall submit claims to the RACDW at least twice for each review; once before the review begins to check for prior reviews, exclusions, or suppressions and once again	X	X	X	X					

Number	Requirement	Responsibility								
		A/B MAC			DME MAC	Shared-System Maintainers				Other
		A	B	HHH		FISS	MCS	VMS	CWF	
	after the review is complete to update the system with all data fields not available during the initial upload.									
12297.3	The MAC shall ensure prepayment claim reviews are automatically uploaded into the RACDW by the shared systems on a daily basis.	X	X	X	X					
12297.3.1	The MAC shall ensure these uploads conform with the most current layout directed by CMS. Note: MACs will be notified of updates to the layout via TDL or CR, if necessary to direct shared system changes, from CMS.	X	X	X	X					
12297.3.2	Should an error occur during automated upload, the MAC shall address this error immediately upon identification and re-submit the prepayment file.	X	X	X	X					
12297.4	The MAC shall contact the RACDW via email at RACDW@CMS.hhs.gov should staff require access to the RACDW or need assistance troubleshooting and error.	X	X	X	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:
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Section B: All other recommendations and supporting information: N/A

V. CONTACTS

Pre-Implementation Contact(s): Heather Wetherson, heather.wetherson@cms.hhs.gov , Leanne Klock, leanne.klock@cms.hhs.gov

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

VI. FUNDING

Section A: 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.

ATTACHMENTS: 0

Medicare Program Integrity Manual

Chapter 3 - Verifying Potential Errors and Taking Corrective Actions

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(Rev. 10849; Issued: 07-13-2021)

3.5.4 - Tracking Medicare Contractors' Prepayment and Postpayment Reviews *(Rev. 10849; Issued: 07-13-2021; Effective: 08-13-2021; Implementation: 08-13-2021)*

Medicare Administrative Contractors (MACs) shall **ensure** all prepayment and postpayment *medical record* reviews *are reflected timely and accurately in the RAC Data Warehouse (RACDW)*. All claims chosen for review by the MAC where an additional documentation request (*ADR*) letter was issued to the provider before or after payment was made shall be included. MACs shall include all reviews, even those that did not result in an improper payment. *For tracking purposes, the MAC shall include those claims for which there was no response to the ADR.*

Postpayment claims reviewed by the MAC shall be manually uploaded into the data warehouse or submitted by flat file. The MACs shall use the most current layout directed by CMS in order to upload claim reviews. Postpayment claims shall be submitted to the RACDW by the 20th day of every month for the previous month. The MAC shall submit claims to the RACDW at least twice for each review; once before the review begins to check for prior reviews, exclusions, or suppressions and once again after the review is complete to update the system with all data fields not available during the initial upload.

The MAC shall ensure prepayment claim reviews are automatically uploaded into the RACDW by the shared systems on a daily basis. These uploads shall conform with the most current layout directed by CMS. Should an error occur during automated upload, the MAC shall address the error immediately upon identification and submit the prepayment review(s) manually.

MAC staff who need access to the *RACDW*, or need assistance troubleshooting an error, shall contact RACDW@CMS.hhs.gov.