



MICHIGAN DEPARTMENT OF COMMUNITY HEALTH

INSTRUCTIONS - CHAMPS BUSINESS TO BUSINESS TESTING

ASC X12N 837 ENCOUNTER TRANSACTIONS

Introduction

The Michigan Department of Community Health requires electronic submission of encounter data using HIPAA compliant Health Care Claim, ASC X12N 837 - Version 4010A1, transaction formats. This is pertinent to the following types of health plans:

- Medicaid Health Plans (MHPs)
- County Health Plans (CHPs)
- MIChild Health Plans
- Community Mental Health Prepaid Inpatient Health Plans (CMH PIHPs)
- Community Mental Health Services Providers (CMHSPs)
- Substance Abuse Coordinating Agencies (CAs)
- Dental Health Plans.

Applicable Resources

Based on the service provided, encounter transactions are submitted electronically using either the Institutional – 837I (X096), Dental – 837D (X097) or Professional – 837P (X098) ASC X12N v4010A1 transaction set formats. HIPAA compliant transactions require use of the noted ASC X12N 837I, 837D and 837P v4010A1 Implementation Guide (IG). MDCH does not provide these IG's. These are available for purchase at www.wpc-edi.com.

Other supporting reference material related to the MDCH encounter submission process is found at the MDCH Health Plan Materials website: www.michigan.gov/mdch/ >> Providers >> HIPAA >> Encounter Data Submission. This web page contains important MDCH encounter process information and should be reviewed prior to submitting electronic encounter transactions. An overview of the information found on this page follows:

- Electronic Submission – Information regarding access and use of the Data Exchange Gateway (DEG)
- Companion Guides – These documents provide essential details regarding MDCH data requirements for each transaction format (837I, 837P, 837D) by plan type ([MHP, CHP, MIChild], [CMH PIHP, CMHSP], Dental HP). These companion guides provide data clarification for purposes of the MDCH encounter process and must be used in conjunction with the corresponding ANSI X12N implementation guides
- Encounter Transaction Error Listing and CHAMPS Error File Layouts – Transaction errors can be the result of encounters not being accepted at the 837 transaction level (997 acknowledgement transaction) or not being accepted during the loading and adjudication processes within CHAMPS (4950 ETRR Error File)
- Testing Information

CHAMPS Business to Business (B2B) Encounter Testing

MDCH recommends a two-stage electronic encounter submission testing process, summarized as follows:

- **Stage 1 – Integrity Testing** is strongly recommended for all plans. **CHAMPS requires use of a HIPAA compliant 837 format.** Integrity testing provides the opportunity to test 837 v4010A1 transactions for HIPAA compliance errors and to ensure transaction sets are formatted correctly. Submission of a HIPAA compliant 837 transactions ultimately impacts the adequacy of your encounter reporting.
- **Stage 2 – CHAMPS B2B Testing** for encounter data is the process of submitting test 837 encounter transaction file(s) to MDCH for processing through CHAMPS. B2B testing provides the opportunity to validate the ability of your system to interact with the MDCH CHAMPS encounter electronic submission process as well as to validate the processing of your 837 encounter transaction files. Failure to perform B2B testing increases your risk of not being able to properly report your encounter services to MDCH.

The following provides additional instruction/information regarding each of the two stages of testing activity.

STAGE 1 – INTEGRITY TESTING

There are several internet based HIPAA compliance validation tools available for use. MDCH does not provide nor recommend any one particular validation tool.

MDCH is not in a position to support wide-scale problem diagnosis for 837 encounter transaction files that do not pass Stage 1 Integrity Testing. This type of testing should be performed **before** sending any 837 encounter transaction file to MDCH for Stage 2 - CHAMPS B2B encounter testing.

STAGE 2 – CHAMPS B2B TESTING OF ENCOUNTERS

CHAMPS B2B encounter testing is a process that should be performed after completion of Stage 1 Integrity Testing.

Note: CHAMPS B2B encounter testing requires the following: a) the submitter is an approved MDCH electronic submitter; and b) test 837 encounter transactions are submitted electronically via the MDCH Data Exchange Gateway (DEG). Refer to the Applicable Resources section of this document for information regarding electronic submission.

Follow these steps to perform Stage 2 CHAMPS Business-to-Business Testing of Encounters:

1. Create plan applicable test 837 encounter transaction file(s). The test 837 encounter file(s) must adhere to the following:
 - The file must not contain more than 100 encounters, and should reference actual, valid subscriber identifiers as outlined in the Companion Guides (Medicaid ID numbers, Social Security Numbers, Child Identification Numbers [CIN], or unique plan-assigned identification numbers).
 - The Interchange Envelope (ISA segment) for the test encounters **must** specify **ENCOUNTER** in the ISA08 data element and **T** in the ISA15 data element.
 - The Interchange Envelope may contain one or more Functional Groups. Each Functional Group will specify whether that Functional Group contains Institutional, Dental or Professional encounter transactions. Per X12 guidelines, Functional Groups cannot contain different transaction types (e.g. 837P and 837I).
 - The Functional Group (GS segment) must specify in the GS03 data element **ENCOUNTER**. The GS08 data element of each Functional Group must contain **004010X096A1**, **004010X097A1**, or **004010X098A1**, indicating whether that group contains Institutional, Dental, or Professional encounter transactions, respectively.

- o The applicable plan CHAMPS provider ID **must** be reported as per previous communications and as noted in the MDCH Companion Guides. 837 encounter transaction files submitted with a legacy plan provider ID will be rejected.

Note to MHPs, CHPs, and Dental Health Plans: The current CHAMPS B2B encounter testing environment has been loaded with beneficiary eligibility data as of August 2009. We encourage you to submit test files for beneficiaries who were Medicaid-eligible as of August 2009; encounters submitted for recently eligible beneficiaries will likely be rejected in our B2B testing environment.

Note to PIHPs, CMHSPs and CAs: The current CHAMPS B2B encounter testing environment has been preloaded with Quality Improvement (QI) as well as SA (TEDS) data through February 2010. As a result, there is no prerequisite to submit QI/SA (TEDS) data prior to the start of performing CHAMPS B2B encounter testing.

2. MDCH electronic submitters can submit their CHAMPS B2B 837 encounter test transaction file(s) via the Data Exchange Gateway (DEG) using one of the following:

- o File Transfer Protocol (FTP) using the PUT command:

PUT {your drive\directory\filename} 4951T@DCHEDI

- OR -

- o MDCH Internet Connection (DEG web portal) url: <https://dxgweb.state.mi.us/cgi-bin/messageway/mwi.cgi>

After logging in, click on the Upload link; enter "DCHEDI" as the Mailbox; enter "4951T" as the Application ID; select the applicable transfer mode; browse to select and upload the CHAMPS B2B encounter test file; click on the Upload button to submit the selected file.

The MDCH Electronic Submissions Manual provides additional information regarding the file submission process (refer to the Additional Resources section of this document).

3. You **must** then send an encounter B2B test notification e-mail that includes a contact name and telephone number and the type of test 837 v4010A1 encounter file(s) submitted (837I, 837D, 837P). Please use a subject line of "CHAMPS Encounter Test File Submission for DCH00XX" (DCH00XX = your MDCH assigned service bureau ID).

The encounter B2B test notification e-mail should be sent to the following CHAMPS B2B Encounter Test Team contacts:

To: MDCH Encounter Testing - MDCHEncounterTesting@Michigan.gov
MDCHEncounterData@michigan.gov
Sue Seguin – Sequins@michigan.gov

CC: Daryl Katalenich - KatalenichD@Michigan.gov
Felix Carter - CarterF1@Michigan.gov
Jim Kunz – KunzJ@Michigan.gov

4. When the test 837 encounter transaction file(s) are translated, a 997 Functional Acknowledgement transaction will be posted to the submitter's mailbox. Submitters should check their mailbox for this acknowledgment. The generation of the 997 Functional Acknowledgement transaction should occur within hours, assuming there are no severe structural issues with the 837 file. Your review of the 997 Functional Acknowledgement is imperative as this file notifies whether or not the test 837 encounter transaction file was accepted.

Note: The CHAMPS B2B encounter test team is available to provide testing assistance; however, it is each CHAMPS B2B encounter submitter's responsibility to understand, correct, and resubmit test 837 encounter transaction file.

- If the file is accepted, it will be loaded into the CHAMPS test encounter environment (refer to step 5).

- If the file failed translation due to fatal errors or another issue, the CHAMPS B2B encounter test team will contact the person identified in the B2B test notification e-mail (refer to step 3).
5. Once the test file has been accepted, the 837 encounter transactions will be loaded into the CHAMPS test encounter environment and the 4950 ETRR error return file(s) will be created and returned to the submitter's mailbox.

The error return file, file name 4950T, can be retrieved from the submitter's DEG mailbox via one of the following:

- File Transfer Protocol (FTP) using the GET command:

GET<space>4950T<space>{your drive/filename}

- OR -

- MDCH Internet Connection (DEG web portal) url: <https://dxgweb.state.mi.us/cgi-bin/messageway/mwi.cgi>

After logging on, click on the Available Msgs link; locate the response file and click on the applicable download icon (download any file; download as zip file; download as binary file)

The MDCH Electronic Submissions Manual provides additional information regarding the file retrieval process (refer to the Additional Resources section of this document).

Again, it is imperative that this file be reviewed by the plan in order to know whether or not submitted test encounters adjudicated to determination. As previously communicated, there are differences between the Legacy and CHAMPS error file (4950). Failure to review this file places risk on the plan's ability to properly report all monthly encounters.

6. Should you have any program-related questions regarding edits being set during the encounter adjudication process, as reported on the CHAMPS 4950T ETRR error file, please forward those questions by email to the appropriate mailbox or representative listed below, depending on your type of plan:

To:	MDCHEncounterData@Michigan.gov	For MHPs, CHPs, MiChild, Dental
	- OR -	
	QMPMeasures@Michigan.gov	For PIHPs, CMHSPs
	- OR -	
	Phil Chvojka – ChvojkaP@Michigan.gov	For CAs