



Michigan Department of Health and Human Services
Instructions – CHAMPS Business-to-Business Testing
ASC X12N 837 v5010 Encounter Transactions

Introduction

The Michigan Department of Health and Human Services currently requires electronic submission of Health Care 837 Encounter transactions using the ASC X12N 837 - Version 5010 format for electronic encounter transactions.

The following 837 v5010 format versions apply to Health Care Encounter transactions and will be used for State of Michigan 837 v5010 encounter testing:

- 837 Encounters - Professional version: **005010X222A1**
- 837 Encounters - Institutional version: **005010X223A2**
- 837 Encounters - Dental version: **005010X224A2**

Resources

Technical Reports Type 3 (TR3, formerly known as the Implementation Guides) can be purchased from Washington Publishing Company, at www.wpc-edi.com (MDHHS does not provide the TR3 documents).

Other supporting reference material related to the MDHHS encounter submission process is found at the website www.michigan.gov/tradingpartners. This MDHHS webpage contains important process information and must be reviewed prior to submitting electronic encounter transactions. Some of the information found on the webpage includes:

- MDHHS Companion Guides – These documents provide essential details regarding MDHHS data requirements for each transaction format (837P, 837I, 837D). These Companion Guides provide data clarification specific to the State of Michigan and the MDHHS encounter submission process, and must be used in conjunction with the corresponding ANSI X12N Technical Reports. The Companion Guides are located at www.michigan.gov/tradingpartners >> HIPAA – Companion Guides.
- The MDHHS Electronic Submission Manual – This reference manual provides information on access and use of the File Transfer Service (FTS) for exchange of electronic files with MDHHS. It is located at: www.michigan.gov/tradingpartners >> HIPAA – Companion Guides >> Electronic Submissions Manual.
- For information regarding file layouts of encounter submission files and the returned error report (Encounter Transaction Results Report – ETRR – 4950T) go to <https://michigan.gov/mdhhs> >> Doing Business with MDHHS >> Health Care Providers >> HIPAA >> Encounter Data Submission

CHAMPS Business to Business (B2B) Encounters Testing

Overview

MDHHS requests that you test in the same manner you currently submit encounters. The CHAMPS B2B test environment has the same functionality as the current CHAMPS production environment.

MDHHS provides two test environments for validation of 837 v5010 encounters transactions submitted by Trading Partners. **Stage 1 - Ramp Manager** Testing is available to Trading Partners for the purpose of verifying HIPAA syntax before proceeding to **Stage 2 - CHAMPS B2B** Testing. The following provides additional information regarding the two test environments.

Stage 1 – Ramp Manager Testing Process

Stage 1 - Ramp Manager Testing uses the EDIFECS Ramp Manager automated testing website to confirm the syntax and format of transactions to be submitted for testing in the CHAMPS B2B Test System. **Ramp Manager Testing** is available for all Trading Partners but is only required for new electronic submitters. This tool provides an easy-to-use environment to test 837 v5010 encounters for HIPAA syntax and format compliance. Ramp Manager does not verify data such as NPI or beneficiary ID, which will be verified during Stage 2 - CHAMPS B2B Testing. It is recommended you use valid information in Stage 1 test files, in anticipation of Stage 2 testing, which will verify such information.

- Before you can begin Ramp Manager testing, you must first receive an email invitation which will provide you a Username, a Password and a link to the Ramp Manager website. If you have not received an invitation email to join the Ramp Manager Test Community, please contact the MDHHS Automated Billing Team at: AutomatedBilling@michigan.gov to obtain a Username and Password.
- Once you have received your Ramp Manager Username and Password, logon using your assigned Username and Password; read the Reference Materials, open your assigned Test Programs, and perform the listed tasks to test your encounters files.
- Record your task-by-task progress within Ramp Manager.
- Prepare test files containing at least 25, and up to 50, unique encounters that demonstrate the ability to pass initial validation tests with no validation rejections reported by Ramp Manager. This will confirm successful inclusion of mandatory data fields and balancing requirements.
- Continue testing with Ramp Manager, using a wide variety of encounters, until you verify that your system generates HIPAA-compliant 837 v5010 encounters.

Stage 2 – CHAMPS B2B Testing Process

Stage 2 - CHAMPS B2B Testing is performed after completion of Stage 1 - Ramp Manager Testing, and consists of submitting test files to MDHHS for processing through the CHAMPS B2B Test System. **CHAMPS B2B Testing** confirms the ability of your system to interact with the MDHHS CHAMPS electronic submission process and validates the processing of your 837 encounter transaction files. Trading Partners are asked to submit files containing between 25 and 50 individual encounters per test, using a representative sample of the types of encounters submitted on a regular basis. Send files containing active Medicaid beneficiaries: do not enter “fake” Medicaid ID numbers.

Note: Stage 2 - CHAMPS B2B Testing requires:

- a) The submitter is an approved MDHHS electronic submitter; and
- b) Test transactions are submitted electronically via the MDHHS File Transfer Service (FTS). Refer to the *Resources* section of this document for information regarding electronic submissions.

837 Encounters

Follow these steps to perform Stage 2 - CHAMPS B2B Testing:

1. Create a test file of 837 encounters using your billing system and EDI software. The test encounter file(s) must adhere to the following:
 - Each test file must contain between 25 and 50 encounters; conform to the specifications in the Companion Guide and TR3; and reference valid beneficiary identifiers (Medicaid ID numbers, Client Identification Numbers (CIN), or unique plan-assigned identification numbers).
 - The Interchange Envelope (ISA segment):
 - Must specify **your MDHHS-assigned FTS UserID** (left justified, followed by spaces), to fill the required 15-character length in the ISA06 data element.
 - Must specify **“Encounter”** (left justified, followed by spaces, to fill the required 15-character length) in the ISA08 data element.
 - Must specify **“T”** in the ISA15 data element.
 - May contain one or more Functional Groups. Per X12 guidelines each Functional Group (GS segment) will specify the type of encounter transactions it contains (Professional, Institutional, or Dental), and cannot contain different transaction types (e.g. both 837P (Professional) and 837I (Institutional)).
 - The Functional Group (GS segment) must:
 - Specify your MDHHS-assigned FTS UserID in the GS02 data element
 - Specify **“Encounter”** in the GS03 data element
 - Contain one of the following in the GS08 data element:
 - (1) **005010X222A1** for Professional encounters; or
 - (2) **005010X223A2** for Institutional encounters; or
 - (3) **005010X224A2** for Dental encounters.
 2. Submit test encounters for beneficiaries who were Medicaid-eligible as of the service date you are using in the test encounter; however, the CHAMPS B2B test system updates eligibility approximately every three months, so select test beneficiaries who were Medicaid-eligible three months ago, to ensure valid information is present in the B2B Test system. Logon to the State of Michigan File Transfer Service (FTS) and submit your 837 v5010 test file using the connection information in the MDHHS Electronic Submissions Manual.
 - Submit the CHAMPS B2B 837 encounter test file via the FTS using one of the following:
 - Secure File Transfer Protocol (SSLFTP or SFTP) using the PUT command:
PUT {your drive\directory\filename} **5476T**@DCHEDI
- OR-
- MDHHS Internet Connection (FTS web portal): dxgweb.state.mi.us/user
After logging in:
 - 1) Click on the Upload Message button;
 - 2) Enter **“DCHEDI”** as the Recipient;
 - 3) Enter **“5476T”** as the ClassID;
 - 4) Select the applicable transfer mode (usually, ‘Text’);
 - 5) Browse to select the CHAMPS B2B encounters test file; and
 - 6) Click on the Upload button to submit the selected file.

For either submission technique above, use a Class ID of **“5476T”** for 837 Test encounters. The MDHHS Electronic Submissions Manual provides additional information regarding the file submission process (refer to the *Resources* section of this document).

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- Send an email to notify MDHHS you submitted a test file:
 - Use a subject line of “**ZZZZ Encounter Test for DCHXXXX**” where “ZZZZ” = transaction type (e.g., 837P) and “DCHXXXX” is your MDHHS-assigned electronic submitter ID (“FTS Username”).
 - Include a contact name, telephone number, the name of the test file, and the type of test 837 v5010 encounter file submitted (837P, 837I or 837D).
 - The encounter B2B test notification email must be sent to the following:
MDHHSENCOUNTERDATA@michigan.gov

3. Your test file will be received and processed:

- A TA1 Interchange Acknowledgement will be sent to your FTS mailbox if the submitted file had a value of “1” in the ISA14 data element of the Interchange Envelope. Please check your FTS mailbox for this acknowledgement and review it for accuracy.
- A 999 Functional Acknowledgement transaction will be posted to your DEG mailbox; please look in your FTS mailbox for this acknowledgement, review any errors in your transactions, and consult the HIPAA TR3 and Michigan’s Companion Guide specifications to identify needed corrections. Validated test files will be loaded into the MDHHS CHAMPS B2B Test system.

Please note: the generation of the 999 Functional Acknowledgement transaction should occur within 2 hours of your test file submission, assuming there are no severe structural issues with the 837 file; if you do not receive a 999 please contact AutomatedBilling@michigan.gov. If significant errors occur during your CHAMPS B2B Stage 2 testing, it may be helpful to test your file using Stage 1 Ramp Manager to confirm the format and syntax.

4. After you have submitted your test file, verify receipt of the TA1 and 999 Acknowledgement.
5. When your test file has been successfully translated, the encounters will be processed in the MDHHS CHAMPS B2B Test system. Once your test encounters have been processed, a **4950T** CHAMPS Encounter Transaction Results Report (ETRR) will be generated the following day, if there are any errors or informational edits. This report is not generated if your file had no errors or informational edits. If you received this report, review your submitted test transactions for needed corrections. If you have any questions please send an email to: MDHHSENCOUNTERDATA@michigan.gov
6. After you have reviewed the **4950T** ETRR Report and are satisfied with your test results, send an email to: MDHHSENCOUNTERDATA@michigan.gov to let us know you have tested successfully and are ready to submit production encounters.

Completion of Testing for HIPAA 837 v5010 Encounter Transactions

Following successful conclusion of your Stage 2 - CHAMPS B2B Testing, please logon to Ramp Manager, return to the Encounters Test Program, complete the appropriate Task, and delete your completed test files. MDHHS will review test results for new submitters and notify you if further testing is needed.

Note for future reference: After you have successfully completed testing and are approved to send Production files, you must identify your Production Encounters file with a FTS Class ID of “**5476**”, and a “**P**” (for “Production”) in the ISA15 data element of the Interchange Envelope.

If you have any questions, please send an email to:
MDHHSENCOUNTERDATA@michigan.gov