CHAMPS
Community Health Automated Medicaid Processing System

Michigan Department of Health and Human Services
Instructions - CHAMPS Business-to-Business Testing
ASC X12N 270 v5010 Eligibility Request Transactions

Introduction

The 270 Eligibility Request transaction is a query that Trading Partners may use to obtain coverage, eligibility, and benefit information. It is the trigger portion of the paired request/response, 270/271 transaction set. Upon receipt of a 270 Eligibility Request, The Michigan Department of Health and Human Services (MDHHS) will return the 271 Response transaction to the Trading Partner.

MDHHS currently requires electronic submission of Health Care 270 Eligibility Request transactions using the ASC X12N 270 - Version **5010** format for electronic 270 Eligibility Request transactions.

This document explains the testing requirements for Trading Partners using the 270 Eligibility Request transaction, version **005010X279A1**.

Effective October 1, 2013, MDHHS implemented processing revisions to support the Affordable Care Act (ACA) CORE Operating Rules for HIPAA Transactions.

Resources

You will need to reference the ASC X12N 270 v5010 Technical Report Type 3 (TR3; formerly known as the Implementation Guide) to create v5010 270 transactions. MDHHS does not provide the TR3 documents, which are available for purchase from Washington Publishing Company, at: http://www.wpc-edi.com/.

Other reference material related to the MDHHS Eligibility Request submission process is found at the website: http://www.michigan.gov/tradingpartners.

This MDHHS website contains important process information and should be reviewed prior to submitting electronic Eligibility Request transactions. Some of the information found on the webpage includes:

- MDHHS Electronic Submissions Manual –This reference manual provides information on access and use of the File Transfer Service (FTS) for exchange of electronic files with MDHHS.

- 5010 Frequently Asked Questions – This document provides information on Michigan's v5010 implementation and the ACA CORE revisions implemented effective October 1, 2013.

- HIPAA 5010A1 270/271 Eligibility Benefit Inquiry and Response Companion Guide – This document provides essential details regarding MDHHS data requirements for the 270 transaction format. The companion guide provides data clarification for the MDHHS Eligibility Request process and must be used in conjunction with the corresponding ASC X12N Technical Reports.

- MDHHS Stage 2 Snapshot Date - The "Snapshot Date" (as-of date) of the data in the Stage 2 - CHAMPS B2B Testing environment. It provides the most recent refresh, or snapshot, date for Trading Partners' reference when preparing test transactions; the current Snapshot Date is March 31, 2017.

- HIPAA 5010 and ICD-10 Preparedness – A presentation by MDHHS and Blue Cross Blue Shield of Michigan, on plans for test and deployment of these mandated changes.

- ACA Operating Rules for HIPAA Transactions - Eligibility 270/271 and Health Claim Status 276/277 Bulletin MSA 13-18.

CHAMPS Business to Business (B2B) Testing

MDHHS employs a two-stage testing process. New electronic Trading Partners must complete this testing prior to submitting electronic HIPAA 5010 transactions to insure electronic data exchange within the Michigan Medicaid Business community will operate successfully. Stage 1 - Ramp Manager Testing must be completed by new Trading Partners before proceeding to Stage 2 - CHAMPS B2B Testing.

Michigan's 270 v5010 implementation requires more data content than previously: it is important that you correctly populate all fields to ensure transactions pass validation using the ACA-compliant v5010 format.

- **Stage 1 - Ramp Manager Testing** is required for all new Trading Partners who choose to electronically submit 270 Eligibility Requests, and will be performed using the EDIFECS Ramp Manager automated testing website. Ramp Manager is available at no cost to MDHHS's Trading Partners. This tool provides an easy-to-use environment to test 270 v5010 Eligibility Requests for HIPAA syntax and format compliance, and for MDHHS syntax 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.

- **Stage 2 - CHAMPS B2B Testing** consists of submitting test transaction file(s) to MDHHS for processing through the MDHHS CHAMPS B2B Test System. B2B testing confirms the ability of your system to interact with the MDHHS CHAMPS electronic submission process and validates the processing of your 270 Eligibility Request transaction files. Trading Partners are asked to submit up to a **maximum of 50** individual Eligibility Requests per test, using a representative sample of the types of requests submitted on a regular basis. Send test files containing active Medicaid beneficiaries; do not enter "fake" Medicaid ID numbers.

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

Stage 1 – Ramp Manager Testing Process

Stage 1 - Ramp Manager Testing uses the Ramp Manager website to confirm the syntax and format of transactions to be submitted for testing in the MDHHS CHAMPS B2B Test System. Please note that Stage 1 testing will not produce and return a 271 transaction: 271 responses are part of Stage 2 testing.

Follow these steps to perform Stage 1 - Ramp Manager Testing:

1. Before you can begin using the Ramp Manager automated testing tool, you must:

    1. be a Billing Agent in CHAMPS production. If you're not, follow the instructions here: http://michigan.gov/tradingpartners >> Electronic Submissions Transactions >> How to Enroll. Once approved, you will receive an email from MDHHS.

    2. receive an email invitation from the MDHHS State of Michigan Testing Community Administrator, which will provide you a Username, a Password, and a link to the website. If you haven't received an invitation: email MDHHS-B2B-Testing@michigan.gov

2. Please reference the MDHHS Ramp Manager Testing Partner Startup Guide during your first logon to the Ramp Manager website: access the website; logon using your assigned Username and Password; confirm your Profile; change your Password; read the Reference Materials; add co-worker Contacts; open your assigned test Programs; and perform the listed Tasks to test your transaction files. Use the *ACA CORE 5010 270/271* Program to test your Eligibility Requests.

    Note: Test files should contain a representative sample of the transactions you routinely send to MDHHS. Providers must have been associated to their submitting Trading Partner in the CHAMPS system, prior to March 31, 2017 ("snapshot date").

3. Record your step-by-step progress within Ramp Manager. On occasion, you may be sent an email questionnaire regarding various parts of the test process.

4. Continue testing with Ramp Manager, using a variety of Eligibility Requests, until you verify that your system generates ACA-compliant 270 v5010 Eligibility Requests.

5. New Trading Partners: If you have not previously been approved as an electronic trading partner by MDHHS, request an MDHHS review during Step B. This certification by MDHHS must be received before sending a 270 Eligibility Request file to MDHHS for Stage 2 - CHAMPS B2B Testing.

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 MDHHS CHAMPS B2B Test System.

Note: Stage 2 - CHAMPS B2B Testing requires a partner be approved as an MDHHS electronic submitter. Refer to the *Resources* section of this document for information regarding electronic submission.

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

1. Create plan-applicable test 270 Eligibility Request transaction file(s). The test 270 Eligibility Request file(s) must adhere to the following:

   - Each file must contain up to 50 Eligibility Requests; conform to the specifications in the Companion Guide and TR3; and should reference actual, valid identifiers (e.g.: Member ID, Recipient Full Name, or Recipient SSN).

   - The Interchange Envelope (ISA segment) must specify **D00111** (left-justified, followed by 9 spaces, to fill the required 15-character length) in the ISA08 data element.

   - The Interchange Envelope (ISA segment) must specify **T (for "Test")** in the ISA15 data element.

   - The Functional Group (GS segment) must specify **D00111** in the GS03 data element.

   - The Functional Group (GS segment) must contain **005010X279A1** in the GS08 data element.

   - The Stage 2 - CHAMPS ICD-10/B2B Testing environment is currently loaded with a copy of production CHAMPS data as-of a "snapshot date", of March 31, 2017. Note regarding the "snapshot date": The test environment will occasionally be refreshed with CHAMPS Production data from a more-recent "as-of" date. Please look for announcements and the current snapshot date on the MDHHS website, at: http://www.michigan.gov/tradingpartners.

   (See the *Resources* section of this document; and the Ramp Manager *Welcome to State of Michigan* community screen, in the Notes section.)

2. MDHHS electronic submitters can submit their CHAMPS B2B 270 Eligibility Request test transaction file(s) via the File Transfer Service (FTS) using one of the following:

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

   PUT {your drive\directory\filename} **5414T**@DCHEDI

   - OR -

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    o   MDHHS Internet Connection (FTS web portal): https://dxgweb.state.mi.us/user

       After logging in: 1) click on the Upload Message button; 2) enter **DCHEDI** as the Recipient; 3) enter **5414T** as the Class ID; 4) select Text as the transfer mode; 5) browse to select the CHAMPS B2B Eligibility Request test file; and, 6) click on the Upload button to submit the selected file.

3. MDHHS electronic submitters can submit their CHAMPS B2B 270 Eligibility Request test transaction(s) using one of the optional ACA CORE transport protocols. CHAMPS supports batch and real-time transmission modes and the following envelope standards for the 270/271 transaction set:
   - HTTP MIME Multipart (Envelope Standard A)
   - SOAP+WSDL (normative) (Envelope Standard B)

   Additional information on any of the above submission protocols can be found in the Electronic Submissions Manual, which is located at: http://michigan.gov/tradingpartners by selecting the HIPAA - Companion Guides button.

4. You must then send a B2B test notification e-mail to MDHHS-B2B-Testing@michigan.gov that includes a contact name, telephone number and partner name. Please use a subject line of "270 Eligibility Request - Test for DCH00XX "(where: DCH00XX = your MDHHS-assigned electronic submitter ID (FTS ID)).

5. When a 270 Eligibility Request test transaction file is submitted through the FTS, a 999 Functional Acknowledgement transaction will be posted to the submitter's FTS mailbox after it is successfully translated. Submitters should check their FTS mailbox for this acknowledgment. Your review of the 999 Functional Acknowledgement is imperative as this file notifies you if the test 270 Eligibility Request transaction file was accepted. The generation of the 999 Functional Acknowledgement transaction should be received within an hour, assuming there are no severe structural issues with the 270 file. If you don't receive a 999 within 2 hours, validate the 270 file within Ramp Manager's validation task within the 270 Test Program.

   Note: The CHAMPS B2B test team is available to provide testing assistance; however, it is each submitter's responsibility to understand, correct, and resubmit their test 270 Eligibility Request transaction file.

   - A TA1 Interchange Acknowledgement will be posted to the submitter's FTS mailbox if the submitted file had a value of **1** in the ISA14 segment of the Interchange Envelope. Submitters should check their FTS mailbox for this acknowledgement.

   - If the file is successfully validated, it will be loaded into the CHAMPS Test environment and a 999 Functional Acknowledgement transaction will be posted to the submitter's FTS mailbox; the validated test file will then be loaded into the MDHHS CHAMPS B2B Test System.

   - Please note: if significant errors occur, your Stage 1 - Ramp Manager test history will be reviewed; if incomplete, you will be asked to complete Stage 1 - Ramp Manager Testing before further Stage 2 – CHAMPS B2B Testing proceeds.

6. Once the test file has been accepted, the 270 Eligibility Request transactions will be loaded into the CHAMPS B2B Test environment and the **5415T** Eligibility Response (271) test file(s) will be created and returned to the submitter's mailbox within 24 hours.

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The Eligibility Response, test file name **5415T**, can be retrieved from the submitter's FTS mailbox via one of the following:

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

  GET<space>**5415T**<space>{your drive/filename}

- – OR –

- o   MDHHS Internet Connection (FTS web portal): https://dxgweb.state.mi.us/user

  After logging on, click on the Available tab, locate the test response **5415T** file, check the box next to it and click Download As Text.

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

Again, it is imperative that this file be reviewed by the Trading Partner to know if the submitted test Eligibility Requests processed correctly; failure to review this file places risk on the Trading Partner's ability to receive correct 271 Eligibility Responses.

7.   If you have a question, please send an email to: MDHHS-B2B-Testing@michigan.gov.

New Trading Partner Certification Criteria

Following are the criteria a new Trading Partner must meet to be certified for transmission of production 270 v5010 Eligibility Request transactions.

Stage 1 – Ramp Manager Testing

Each new Trading Partner must send a representative sample of at least 20 unique Eligibility Requests that demonstrate the following:

1.   Ability to pass initial validation, with no validation rejections reported by Ramp Manager. This will address inclusion of mandatory data fields and structural elements.

Stage 2 – CHAMPS B2B Testing

Each Trading Partner must send a representative sample of at least 20 unique Eligibility Requests that demonstrate the following:

1.   Ability to pass initial validation tests (as demonstrated by receipt of a "clean" 999 Functional Acknowledgement transaction).
2.   Ability to submit 270 Eligibility Request transactions that successfully generate 271 response transactions in return.

The objective in requesting unique Eligibility Request transactions is to obtain sample transactions generated from Trading Partners' systems, rather than a single transaction duplicated multiple times to create a larger transaction set. For Eligibility Requests, this could be transactions for different beneficiaries (members), using different search options such as name, birth date or beneficiary SSN.

Completion of Testing for HIPAA 270 v5010 Eligibility Requests

Following successful conclusion of your Stage 2 – CHAMPS B2B Testing, logon to Ramp Manager, access the *ACA CORE 5010 270/271* Test Program, and complete the "G. Stage 2 - Are You Ready To Submit 270 Inquiries In Production?" and the "H. Stage 2 - 270 Submission Method" Tasks. MDHHS will review your test history, and notify you if further testing is needed. If your test results are approved, you will be advised to submit Eligibility Request transactions in the production CHAMPS system.

> **NOTE:** Production 270 Eligibility Request files need to use:
> 1. A Production File Class ID of **5414**.
> 2. An ISA15 segment containing a **P** in the Interchange Envelope.

If you have a question, please send an email to:

MDHHS-B2B-Testing@michigan.gov