



Automated Billing/EDI Submitting Files Electronically

“Working to protect, preserve and promote the health and safety of the people of Michigan by listening, communicating and educating our providers, in order to effectively resolve issues and enable providers to find solutions within our industry. We are committed to establishing customer trust and value by providing a quality experience the first time, every time.”

-Provider Relations

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- Helpful Resources

Regardless of the method used to exchange Medicaid transactions or queries, you must first test your electronic transactions with MDHHS to ensure adherence to national and Michigan standards, and to reduce errors in your production file submissions to MDHHS.

MILogin

Access to the CHAMPS system

Additional MILogin Resources: https://www.michigan.gov/mdhhs/0,5885,7-339-71547_4860_78446_78448_78460-471862--,00.html

MILogin for Third Party

User ID

Password

LOGIN

Don't have an account?

SIGN UP

Forgot your User ID?

Forgot your password?

Need Help?


Copyright 2015-2019 State of Michigan

- Open your web browser (e.g., Microsoft Edge, Google Chrome, Mozilla Firefox, etc.)
- Enter <https://milogintp.Michigan.gov> into the search bar
- Enter your User ID and Password
- Click Login

MILogin for Third Party

[HOME](#)[REQUEST ACCESS](#)[UPDATE PROFILE](#)[SECURITY OPTIONS](#)[CHANGE PASSWORD](#)[LOGOUT](#)

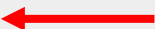
Home Page

 Your password will expire in **48** days

Access your applications by clicking on the application links below



Michigan Department of Health & Human Services (MDHHS)

CHAMPS 

- You will be directed to your MILogin Home Page
- Click the CHAMPS hyperlink

**MILogin resource links are listed at the bottom of the page*

The screenshot shows a web interface for Michigan.gov. At the top left is the Michigan.gov logo. At the top right are links for HELP and CONTACT US. The main content area is titled "MILogin for Third" and includes navigation links for HOME, REQUEST ACCESS, and LOGOUT. A central dialog box titled "Terms & Conditions" is open, with a sub-header "CHAMPS". The dialog contains the following text:

Terms & Conditions
The Michigan Department of Health & Human Services (MDHHS) computer information system (systems) are the property of the State Of Michigan and subject to state and federal laws, rules and regulations. The systems are intended for use only by authorized persons and only for official state business. Systems users are prohibited from using any assigned or entrusted access control mechanisms for any purposes other than those required to perform authorized data exchange with MDHHS. Logon IDs and passwords are never to be shared. Systems users must not disclose any confidential, restricted or sensitive data to unauthorized persons. Systems users will only access information on the systems for which they have authorization. Systems users will not use MDHHS systems for commercial or partisan political purposes. Following industry standards, systems users must securely maintain any information downloaded, printed, or removed in any format from the systems. When no longer needed, this information must be destroyed in an appropriate manner specific to the format type. All users of the systems give their expressed consent to the monitoring of their activities on the systems. If such monitoring reveals possible evidence of unauthorized or criminal activity, the evidence may be provided to administrative or law enforcement officials for disciplinary action and/or prosecution. By accessing information provided by the Michigan Department of Health & Human Services computer information systems and clicking on the button below, I acknowledge and agree to abide by all governing privacy and security terms,

At the bottom of the dialog are two buttons: "CANCEL ✕" and "Acknowledge/Agree". The "Acknowledge/Agree" button is highlighted with a red border. The background of the page shows a password expiration warning: "Your password will expire in 20 d" and "Access your applications by clicking on the a". At the bottom of the page, there is a footer with "Michigan.gov", "HOME | HELP | CONTACT US | POLICIES", and "Copyright 2015-2017 State of Michigan".

- Click Acknowledge/Agree to accept the Terms & Conditions to get into CHAMPS



Select Domain

Select Profile

Select Favorite

The form contains three dropdown menus. The first is labeled "Select Domain", the second "Select Profile", and the third "Select Favorite". Each dropdown menu has a small blue square with a white downward-pointing chevron. To the right of the "Select Favorite" dropdown is a button with a circular arrow icon and the text "Go". Red arrows point to the dropdown arrows of the "Select Domain" and "Select Profile" fields. A red box highlights the "Go" button.

- Select Domain - Click on your organization name
- Select Profile – Not all profiles will allow file submissions. See your domain administrator if you need assistance
- Click - Go

CHAMPS Batch Upload

Providers with one Billing NPI number and not using a clearinghouse

The screenshot displays the CHAMPS Provider Portal. At the top left is the CHAMPS logo. A navigation bar contains 'My Inbox' (highlighted with a red box) and 'Provider'. A dropdown menu is open from 'My Inbox', listing several categories: 'MY INBOX', 'CHANGE PROFILE', 'ARCHIVED DOCUMENTS', 'HIPAA', and 'PROVIDER VERIFICATION'. Under the 'HIPAA' category, the 'Upload File' option is selected and highlighted in blue. The background interface includes a 'System Notification' section, a 'My Reminders' section with a table containing one row for 'BROADCAST_MESSAGE', and a footer with pagination and utility buttons like 'Go', 'Page Count', 'SaveToXLS', and 'Viewing Page: 1'.

- Select My Inbox
- Under HIPAA, select Upload File



My Inbox ▾

Uatsg1,Uatsg1 ▾

Provider Portal > Batch Attachment Response

Close

Upload

Please click on the Upload button to upload your file.

Please use below naming conventions for web upload files.

837 Fee For Service:

- 1) NPI.5475.CCYMMDDhhmm
- 2) CHAMPS PROVIDERID.5475.CCYMMDDhhmm

837 ENC:

- 1) NPI.5476.CCYMMDDhhmm
- 2) CHAMPS PROVIDERID.5476.CCYMMDDhhmm

270:

- 1) NPI.5414.CCYMMDDhhmm
- 2) CHAMPS PROVIDERID.5414.CCYMMDDhhmm

276:

- 1) NPI.4952.CCYMMDDhhmm
- 2) CHAMPS PROVIDERID.4952.CCYMMDDhhmm

278:

- 1) NPI.5386.CCYMMDDhhmm
- 2) CHAMPS PROVIDERID.5386.CCYMMDDhhmm

- Create your file and save using the naming convention examples listed
- Click Upload, this will upload your file



My Inbox ▾

Uatsg1,Uatsg1 ▾

Provider Portal > Batch Attachment Response

Close

Upload

Please click on the Upload button to upload your file

Please use below naming

837 Fee For Service:

- 1) NPI.5475.CCYMMM
- 2) CHAMPS PROVIDER

837 ENC:

- 1) NPI.5476.CCYMMM
- 2) CHAMPS PROVIDER

270:

- 1) NPI.5414.CCYMMM
- 2) CHAMPS PROVIDERID.5414.CCYMMDDhhmm

276:

- 1) NPI.4952.CCYMMDDhhmm
- 2) CHAMPS PROVIDERID.4952.CCYMMDDhhmm

278:

- 1) NPI.5386.CCYMMDDhhmm
- 2) CHAMPS PROVIDERID.5386.CCYMMDDhhmm

Print Help

Attachment

Please mention the file to be uploaded:

Filename: No file chosen *

OK Cancel

- Select Choose File to attach your file



My Inbox ▾

Uatsg1,Uatsg1 ▾

Provider Portal > Batch Attachment Response

Close

Upload

Please click on the Upload
Please use below naming

837 Fee For Service:

- 1) NPI.5475.CCYMMDDhhmm
- 2) CHAMPS PROVIDERID.5475.CCYMMDDhhmm

837 ENC:

- 1) NPI.5476.CCYMMDDhhmm
- 2) CHAMPS PROVIDERID.5476.CCYMMDDhhmm

270:

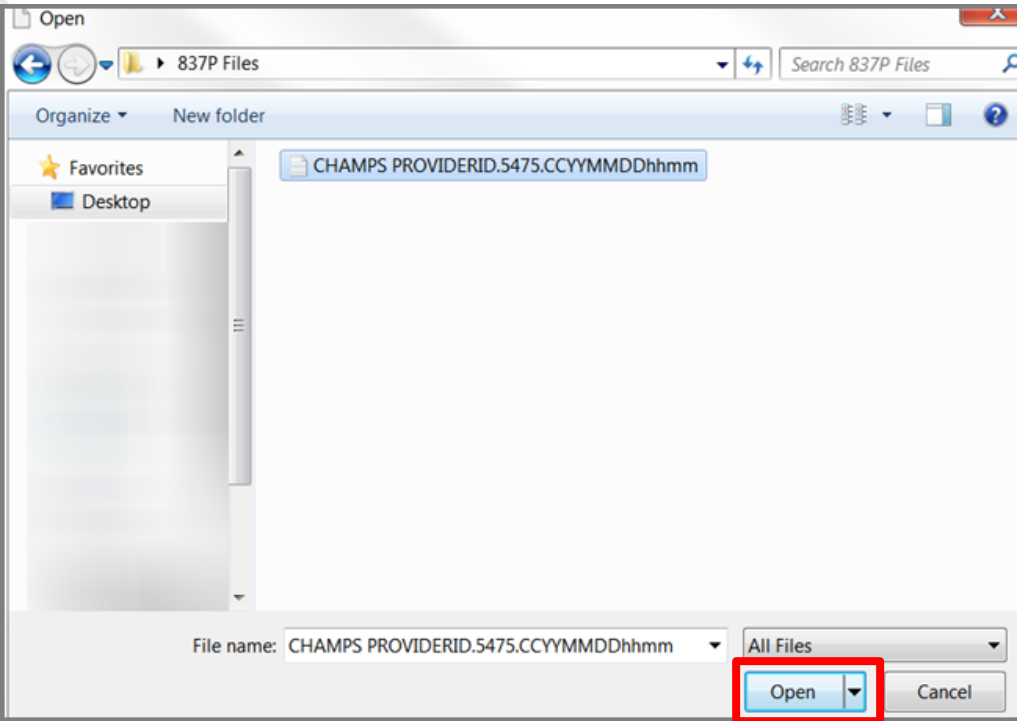
- 1) NPI.5414.CCYMMDDhhmm
- 2) CHAMPS PROVIDERID.5414.CCYMMDDhhmm

276:

- 1) NPI.4952.CCYMMDDhhmm
- 2) CHAMPS PROVIDERID.4952.CCYMMDDhhmm

278:

- 1) NPI.5386.CCYMMDDhhmm
- 2) CHAMPS PROVIDERID.5386.CCYMMDDhhmm



- Find your saved file, click Open for chosen file

Close

Upload

Please click on the Upload

Please use below naming

837 Fee For Service:

- 1) NPI.5475.CCYMM
- 2) CHAMPS PROVIDE

837 ENC:

- 1) NPI.5476.CCYMM
- 2) CHAMPS PROVIDE

270:

- 1) NPI.5414.CCYMM
- 2) CHAMPS PROVIDE

276:

- 1) NPI.4952.CCYMMDDhhmm
- 2) CHAMPS PROVIDERID.4952.CCYMMDDhhmm

278:

- 1) NPI.5386.CCYMMDDhhmm
- 2) CHAMPS PROVIDERID.5386.CCYMMDDhhmm

Print Help

Attachment

Please mention the file to be uploaded:

Filename: CHAMPS PR...hhmm.txt *

OK

Cancel

- The selected file will show
- Click Ok to confirm file has been attached



My Inbox ▾

Uatsg1,Uatsg

Provider Portal

Close

Upload

Please click on the Upload button to upload your file.
Please use below naming conventions for web upload files.

837 Fee For Service:

- 1) NPI.5475.CCYMMDDhhmm
- 2) CHAMPS PROVIDERID.5475.CCYMMDDhhmm

837 ENC:

- 1) NPI.5476.CCYMMDDhhmm
- 2) CHAMPS PROVIDERID.5476.CCYMMDDhhmm

270:

- 1) NPI.5414.CCYMMDDhhmm
- 2) CHAMPS PROVIDERID.5414.CCYMMDDhhmm

276:

- 1) NPI.4952.CCYMMDDhhmm
- 2) CHAMPS PROVIDERID.4952.CCYMMDDhhmm

278:

- 1) NPI.5386.CCYMMDDhhmm
- 2) CHAMPS PROVIDERID.5386.CCYMMDDhhmm

Please click on the Upload button to upload your file.
Please use below naming conventions for web upload files.

837 Fee For Service:

- 1) NPI.5475.CCYMMDDhhmm
- 2) CHAMPS PROVIDERID.5475.CCYMMDDhhmm

837 ENC:

- 1) NPI.5476.CCYMMDDhhmm
- 2) CHAMPS PROVIDERID.5476.CCYMMDDhhmm

270:

- 1) NPI.5414.CCYMMDDhhmm
- 2) CHAMPS PROVIDERID.5414.CCYMMDDhhmm

276:

- 1) NPI.4952.CCYMMDDhhmm
- 2) CHAMPS PROVIDERID.4952.CCYMMDDhhmm

278:

- 1) NPI.5386.CCYMMDDhhmm
- 2) CHAMPS PROVIDERID.5386.CCYMMDDhhmm

Upload File Response

Thank You

The following File has been successfully uploaded:

File Name :HIPAA. [REDACTED]

Submitter ID [REDACTED]

Date/Time : [REDACTED]

Your file has been submitted for processing. You can retrieve the response(s) for this file by clicking on this link after 24-hours.

Please print this page for your reference.

You will receive a confirmation of your file upload

- The confirmation page is not a guarantee of file acceptance or of payment

File Transfer Service(FTS) Batch Upload

For Providers with More than One Billing NPI Number and a CHAMPS Billing Agent Account

For Billing Agents and Clearinghouses

State of Michigan FTS Web Client.

Logon to State of Michigan FTS Web Client.

Please enter your credentials below

Username:

Password:

WARNING!
THIS SYSTEM CONTAINS U.S.GOVERNMENT INFORMATION.
By accessing and using this computer system you are consenting to system monitoring for law enforcement and other purposes.

Unauthorized use of, or access to, this computer system may subject you to State and Federal criminal prosecution and penalties, as well as Civil penalties.

Powered by MessageWay



- The FTS is a secure portal to send and receive files with MDHHS - <https://MiFTS.state.mi.us>

State of Michigan FTS Web Client.

Logon to State of Michigan FTS Web Client.

Please enter your credentials below

Username:

Password:

WARNING!
THIS SYSTEM CONTAINS U.S.GOVERNMENT INFORMATION.
By accessing and using this computer system you are consenting to system monitoring for law enforcement and other purposes.

Unauthorized use of, or access to, this computer system may subject you to State and Federal criminal prosecution and penalties, as well as Civil penalties.

Powered by MessageWay



- Login using your assigned FTS Username – DCHXXXX (where “XXXX” is your unique Username assigned by MDHHS).
- User ID and Password are both in all CAPS
- Click Logon button

State of Michigan FTS Web Client.

[Home](#) [Help](#) [Change Password](#) [Logout](#)

Mailbox: DCH0

Available

Downloaded

Canceled

Uploaded

[Upload Message](#)

Upload Message

Recipient:

Class ID:

Transfer Mode: Binary Text

File: [Browse...](#)

[Upload](#)

Powered by MessageWay (Non-Java mode)
Transfer Limits: Download: 250Mb (Max) Upload: 2Gb-4Gb



- Mailbox: DCHEDI
- Class ID: Document Name
- Transfer Mode: Defaults to Binary
- File: Click Browse to search for your file which needs to be named exactly as your Application ID
- Click Upload

Section 11 - Class ID/Filename

You will need to use the 'Class ID Filename' for files that are submitted through the FTS to MDHHS, and to recognize files that MDHHS returns to your billing agent "mailbox".

If you wish to submit a file that is not listed, please contact AutomatedBilling@michigan.gov for more information.

Class ID Filename*	HIPAA Transaction ID	Transaction Information
5414	270	Medical Eligibility Inquiry
5415	271	Medical Eligibility Response
4952	276	Health Care Claim Status Inquiry
4953	277	Health Care Claim Status Response
5386	278	Prior Authorization Request (Inbound to MDHHS)
5383	278	Prior Authorization Response (Outbound from MDHHS)
4985	820	Payroll Deducted and Other Premium Payment
4976	834	Card Cutoff Audit File
5014	834	Card Cutoff File – PIHP and HMP-PIHP
5015	834	Healthy Kids Dental – EOM/FOM Audit File
5093	834	HSW Audit File (Habilitation Support Waiver)
5419	834	MiChild-CA EOM/FOM Audit File
5421	834	MiChild-CMH EOM/FOM Audit File
5485	834	NEMT- Weekly Update - Enrollment

Class ID Filename*	HIPAA Transaction ID	Transaction Information
5610	834	DHIP Update File (DHS Incentive Payment)
5611	834	AUT Update File
5629	834	PIHP & HMP-PIHP Update File
5705	834	Full File Audit File - Integrated Long-Term Care Audit Enrollment File sent to ICOs
5721	834	Update Transaction File - MI Health Link Daily Enrollment
5790	834	Daily File – Benefit Enrollment and Maintenance
4987	835	Health Care Claim Payment and Remittance Advice
5475	837	FFS Health Care Claims
5476	837	Encounters Transactions (v5010)
5477		NCPDP Transactions
5776	837	<u>Medicare</u> ICO Inbound Encounter File (5890 is the ETRR outbound response for the 5776)
5777	837	Medicaid ICO Inbound Encounter File
5786		Outbound ICO Medicaid File - response file for 5777
5848		Medicaid Inbound ICO NCPDP PA4.2 - Medicaid file
5849		Outbound Medicaid ICO NCPDP - response file for 5848
5850		Medicare ICO NCPDP Inbound Encounter file
5852		MHP Inbound NCPDP file
5853		Outbound MHP NCPDP - response file for 5852
5877		PIHP Daily Enrollment File
5890		ETRR outbound response for the 5776 Medicare ICO Inbound Encounter File

- Hyperlink to the electronic submission manual:

https://www.michigan.gov/documents/mdhhs/ESM_ACA_CORE_2016-0131_V3_0_DRAFT_512424_7.pdf

FTS Important Information

- You will receive a message that your file has been successfully submitted.
- This message is only an indication that you have sent a file to DCHEDI. This does NOT mean that your file is accepted by Michigan Medicaid. This is not a guarantee of reimbursement.
- You will receive a 999 acknowledgement file if your file is deemed by CHAMPS to be HIPAA-compliant.

FTS Important Information cont.

- The 999-acknowledgement file will have the same application ID as the file it corresponds to from sender ID DCHMMIS.
 - Example: Inbound file = 5475 from billing agent sent to DCHEDI (State of Michigan)

The screenshot shows the DTMB File Transfer Service web client interface. The header includes the DTMB logo and 'MICHIGAN.GOV Michigan's Official Website'. Below the header, there are navigation buttons for Home, Help, Change Password, and Logout. The main content area shows the mailbox 'DCH0' and search fields for filename and class ID. A green navigation bar contains tabs for Available, Downloaded, Canceled, and **Uploaded** (highlighted with a red box), along with an 'Upload Message' button. Below this bar, there is a table with columns: Message ID, Class ID, Filename, Recipient, IBTime, OTime, Error Text, Size, and Status. A single row is visible with Class ID '5475', Filename '5475.txt', Recipient 'DCHEDI', and Status 'Completed'.

Message ID	Class ID	Filename	Recipient	IBTime	OTime	Error Text	Size	Status
	5475	5475.txt	DCHEDI				4488	Completed

- Example: 999 acknowledgement file = 5475 from DCHMMIS (State of Michigan)

The screenshot shows the DTMB File Transfer Service web client interface. The header includes the DTMB logo and 'MICHIGAN.GOV Michigan's Official Website'. Below the header, there are navigation buttons for Home, Help, Change Password, and Logout. The main content area shows the mailbox 'DCH0' and search fields for filename and class ID. A green navigation bar contains tabs for **Available** (highlighted with a red box), Downloaded, Canceled, and Uploaded, along with an 'Upload Message' button. Below this bar, there are options for 'Download As Zip', 'Download As Binary', 'Download As Text', and 'Cancel'. Below these options, there is a table with columns: Message ID, Class ID, Filename, Sender, IBTime, OTime, and Size. A single row is visible with Class ID '5475' and Sender 'DCHMMIS'.

Message ID	Class ID	Filename	Sender	IBTime	OTime	Size
	5475		DCHMMIS			327

FTS Important Information cont.

- Response files are delivered to your FTS mailbox when using the HTTPS or SFTP/SSLFTP connections.

Application ID Filename*	Transaction ID	Transaction Information
5414	270	Medical Eligibility Inquiry
5415	271	Medical Eligibility Response

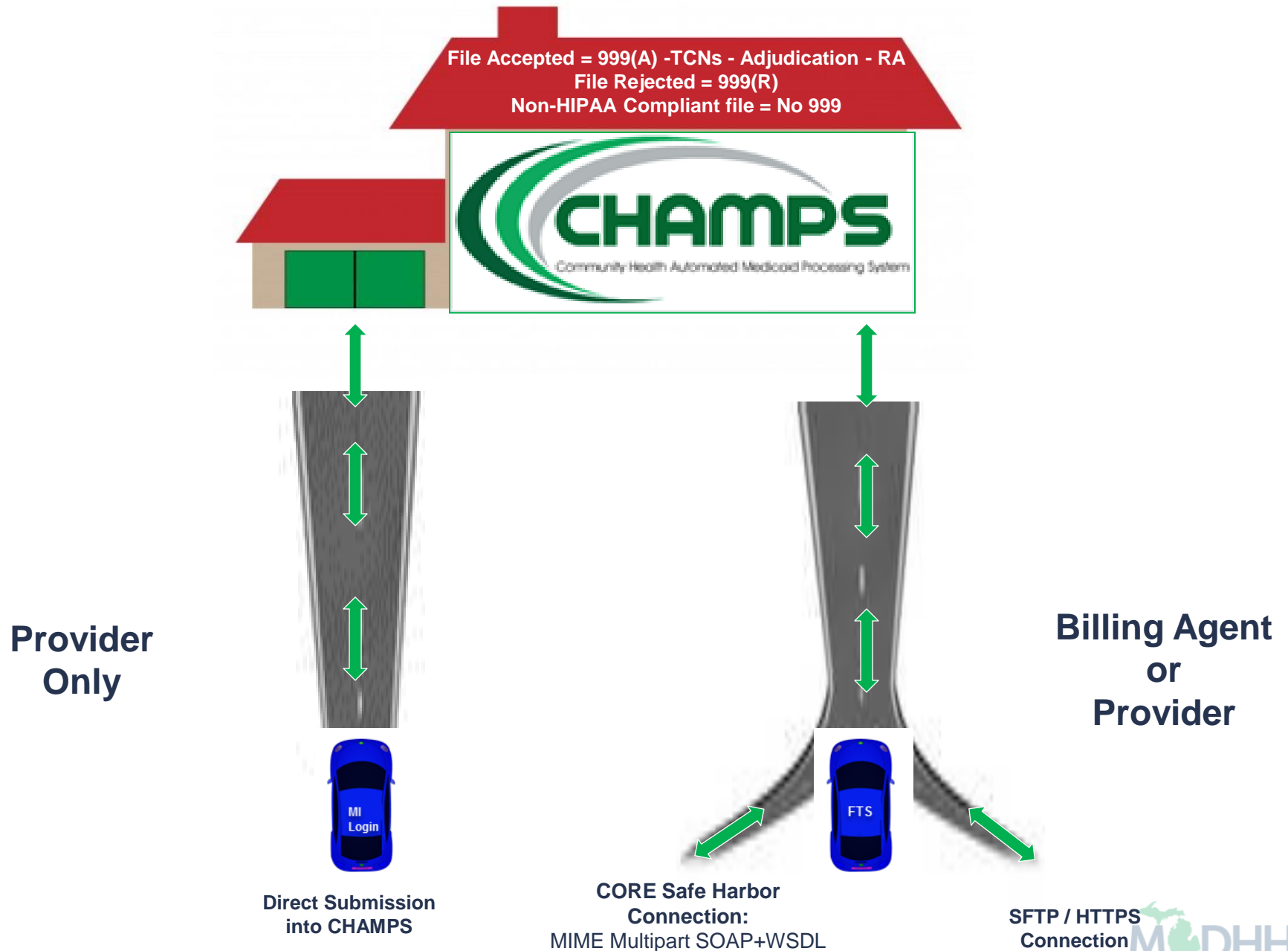
CORE Connection Options

SOAP+WSDL or MIME Multipart

CORE Connections

- Used by Providers, Billing Agents and Clearinghouses.
- Real-time:
 - One transaction/One response with a 20 second response time guarantee.
- Batch:
 - Multiple transactions of the same type with a maximum 10-hour response time guarantee.
- Currently, CORE supports the 270/271 and 276/277 file types only.

Visual Display of Electronic File Submissions



Billing Agent Resources

- **Trading Partner Website:** https://www.michigan.gov/mdhhs/0,5885,7-339-71551_2945_42542_42545---,00.html
 - [HIPAA Companion Guides](#)
 - [Electronic Submission Manual](#)
- **Forms:**
 - Electronic Signature Agreement Cover Sheet ([MDHHS-5405](#))
 - Electronic Signature Agreement ([DCH-1401](#))
- **Trainings:** https://www.michigan.gov/mdhhs/0,5885,7-339-71551_2945_5100-127606--,00.html
- **Electronic file (5475,5414,4952) and 835/ERA inquiries:**
Automatedbilling@Michigan.gov
- **Encounter file inquiries (5476):**
 - Questions regarding 834 and 820 files contact: MDHHS-MSA-MCSystemOps@Michigan.gov
 - Questions regarding Medicaid Encounter Technical Guidance contact : MDHHEncounterData@Michigan.gov
- **Provider Support** (claim adjudication/reimbursement questions):
 - www.Michigan.gov/Medicaidproviders
 - ProviderSupport@Michigan.gov or 1-800-292-2550