
CMS Manual System

Pub. 100-04 Medicare Claims Processing

Department of Health &
Human Services (DHHS)
Centers for Medicare &
Medicaid Services (CMS)

Transmittal 287

Date: AUGUST 27, 2004

CHANGE REQUEST 3409

SUBJECT: Schedule for Completing the Calendar Year (CY) 2005 Fee Schedule Updates and the Participating Physician Enrollment Procedures

I. SUMMARY OF CHANGES: This schedule is provided as a convenience for the carriers. It requires no action and is informational only. Any associated action will be directed through the listed change requests (CRs) and manual instructions. Target dates are subject to change.

NEW/REVISED MATERIAL - EFFECTIVE DATE*: August 27, 2004
IMPLEMENTATION DATE: August 27, 2004

Disclaimer for manual changes only: The revision date and transmittal number apply to the red italicized material only. 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 not updated.)
(R = REVISED, N = NEW, D = DELETED) – (Only One Per Row.)

R/N/D	CHAPTER/SECTION/SUBSECTION/TITLE
N/A	

III. FUNDING: Medicare contractors shall implement these instructions within their current operating budgets.

IV. ATTACHMENTS:

	Business Requirements
	Manual Instruction
	Confidential Requirements
X	One-Time Notification
	Recurring Update Notification

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

Attachment – One-Time Notification

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SUBJECT: Schedule for Completing the Calendar Year (CY) 2005 Fee Schedule Updates and the Participating Physician Enrollment Procedures

I. GENERAL INFORMATION

A. Background: This schedule is provided as a convenience for the carriers. It requires no action and is informational only. Any associated action will be directed through the listed change requests (CRs) and manual instructions. Target dates are subject to change.

B. Policy: N/A

C. Provider Education: None.

II. BUSINESS REQUIREMENTS

"Shall" denotes a mandatory requirement

"Should" denotes an optional requirement

Requirement Number	Requirements	Responsibility (place an "X" in the columns that apply)								
		FI	RHHI	Carrier	DMERC	Shared System Maintainers				Other
						FISS	MCS	VMS	CWF	
3409.1	This schedule is being made available as a convenience for carriers and CMS staff. Carriers can use this document as a guide for upcoming information related to the 2005 Fee Schedule Updates and the Participating Physician Enrollment Procedures.			X						CMS

III. SUPPORTING INFORMATION AND POSSIBLE DESIGN CONSIDERATIONS

A. Other Instructions: N/A

X-Ref Requirement #	Instructions

B. Design Considerations: N/A

X-Ref Requirement #	Recommendation for Medicare System Requirements

C. Interfaces: N/A

D. Contractor Financial Reporting /Workload Impact: N/A

E. Dependencies: N/A

F. Testing Considerations: N/A

IV. SCHEDULE, CONTACTS, AND FUNDING

Effective Date*: August 27, 2004 Implementation Date: August 27, 2004 Pre-Implementation Contact(s): Bridgitté M. Davis at (410) 786-4573 Post-Implementation Contact(s): Appropriate regional office	Medicare contractors shall implement these instructions within their current operating budgets.
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Attachment

Schedule for Completing the Calendar Year (CY) 2005 Fee Schedule Updates and the Participating Physician Enrollment Process

<u>Target Date</u>	<u>Responsible Component</u>	<u>Activity</u>
September, 2004	CMS/DCPC	Issue "Instructions for Implementing and Updating 2005 Payment Amounts for Durable Medical Equipment, Prosthetics, Orthotics, and Supplies (DMEPOS)," to notify DMERCs, SADMERC, and local carriers of codes subject to DME gap-filling. Includes instructions on gap-filling, crosswalking and any needed adjustments to base fees as well as instructions for updating 2005 DMEPOS fee schedule. Also includes instructions for the maintenance process for the 2005 DMEPOS.
September, 2004	CMS/DPCP	Issue instruction, "Medicare Physician Fee Schedule Database (MPFSDB) 2005 File Layout," which updates the manual to correspond with the CY 2005 file layout.
September, 2004	CMS/DPCP	Release HPSA files to carriers.
September 13, 2004	CMS/DDS	Release 2005 MPFSDB Test File.
September 2004	CMS/DPCP	Issue reminder instruction for the annual 2005 update: "2005 Healthcare Common Procedure Coding System (HCPCS)."
October 1, 2004	DMERCs Carriers	DMERCs submit base fee changes.
October 13, 2004	CMS/DDS	Release the 2005 HCPCS tape via the CMS mainframe. Available after 8 p.m. e.s.t.. (This date is dependent upon receipt of tape from the American Medical Association.)
Mid-October 2004	CMS/DDS	Release the 2005 MPFSDB to carriers via the CMS mainframe. DDS to include 2005 fee schedule amount.
October 15, 2004	CMS/DPCP	Issue instruction regarding, "Calendar Year (CY) 2005 Participation Enrollment and Medicare Participating Physicians and Suppliers Directory (MEDPARD) Procedures," which provides guidance on mailing the PAR DOC information.
October 22, 2004	CMS/DPCP	Mail hard copy of data from 2005 MPFSDB. Files will include procedure codes, status code indicators, relative value units, and payment policy indicators. ROs will use in validation efforts.

<u>Target Date</u>	<u>Responsible Component</u>	<u>Activity</u>
November, 2004	CMS/DDS	Release 2005 ambulance fee schedule data file electronically via CMS mainframe to carriers.
November, 2004	CMS/DPCP	Release Physician Scarcity zipcode designation files to carriers after publication of MPFSDB regulation.
November, 2004	CMS/DDS	Issue instruction regarding the ambulance fee schedule update and the clinical laboratory service update.
November 1, 2004		Final rule implementing CY 2005 relative value units and payment policies to be published.
November 2, 2004	CMS/DCPC/DDS	Release DMEPOS fee schedules.
November 4, 2004	CMS/DDS	Furnish clinical laboratory fee schedule data file to carriers.
November 10, 2004	Carriers	Begin mailing of participation enrollment information to providers via first class mail or equivalent delivery for receipt no later than November 15, 2004.
November 12, 2004	CMS/DPS/DDS	Release the 2005 physician fee schedule amounts to Palmetto GBA for Railroad Retirement Board (RRB) for nationally priced codes. Also available on the Centers for Medicare/Medicaid Services (CMS) Home Page if the final rule has been published.
November 12, 2004	DMERCs Carriers	Submit DME gap-filled amounts to DDS.
	Carriers	Furnish 2005 physician fee schedule amounts to DDS for local and carrier priced codes.
November 16, 2004	CMS/DDS	2005 DMEPOS fee schedule available on the CMS Home Page for use by RRB, IHS, UMW, State Medicaid agencies, and general public.
November 18, 2004	CMS/DDS	Furnish clinical laboratory fee schedule data file to Indian Health Service (IHS), United Mine Workers (UMW), RRB, State Medicaid agencies, and general public. Also available on the CMS website on or after this date.
November 22, 2004	Carriers	Furnish reasonable charge pricing files to, intermediaries IHS, UMW, RRB and State Medicaid Agencies. Furnish local and carrier priced codes to State Medicaid Agencies.

<u>Target Date</u>	<u>Responsible Component</u>	<u>Activity</u>
December 7, 2004	CMS/DDS	Furnish 2005 physician fee schedule amounts to IHS, UMW and RRB for local carrier priced codes.
December 9, 2004	CMS/DDS	Compute 2005 floors, ceilings, and pricing amounts from DME gap-filled amounts for new 2005 codes and release to carriers, DMERCs, SADMERC, RRB, IHS, and UMW.
December 31, 2004	Carriers	Process participation elections and withdrawals postmarked before 01/01/2005.
January 3, 2005	Carriers FIs State Agencies United Health Care DMERCS	Implement 2005 fee schedule amounts.
	Carriers FIs	Implement 2005 HCPCS update.
January 3, 2005	CMS/DPCP	Release HPSA and PSA zipcode designation files to carriers
January 31, 2005	Carriers	Send updated provider file to RRB.
February, 2005	CMS/DDS	Issue instruction related to quarterly DMEPOS Revisions
February, 2005	CMS/DPS/DDS	Issue instruction, "Changes to the 2005 Medicare Physician Fee Schedule Database" and transmit files. (First quarterly update.)
February 14, 2005	Carriers	Submit the Participating Physicians and Supplier Report on Crowd
May, 2005	CMS/DPS/DDS	Issue instruction, "Changes to the 2005 Medicare Fee Schedule Database" and transmit files. (Second quarterly update.)
May, 2005	CMS/DDS	Issue change request related to quarterly DMEPOS Revisions
August, 2005	CMS/DPS	Issue instruction, "Changes to the 2005 Medicare Physician Fee Schedule Database" and transmit files. (Third quarterly update.)
August, 2005	CMS/DDS	Issue change request related to quarterly DMEPOS Revisions

<u>Target Date</u>	<u>Responsible Component</u>	<u>Activity</u>
September, 2005	CMS/DPCP	Release 2005 HPSA files to carriers

Acronyms for the responsible components:

DPS – Division of Practitioner Services
DPCP- Division of Practitioner Claims Processing
DCPC-Division of Community Post-acute Care
DDS-Division of Data Systems

Other acronyms:

DME-Durable Medical Equipment
DMEPOS-Durable Medical Equipment, Prosthetics, Orthotics, and Supplies
DMERC-Durable Medical Equipment Regional Carrier
HCPCS-Healthcare Common Procedure Coding System
SADMERC-Statistical Analysis Durable Medical Equipment Regional Carrier