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# Program Memorandum Intermediaries

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Department of Health and  
Human Services (DHHS)  
HEALTH CARE FINANCING  
ADMINISTRATION (HCFA)

Transmittal A-00-64

Date: SEPTEMBER 13, 2000

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## CHANGE REQUEST 1317

### **SUBJECT: Terminating State Access to the Common Working File (CWF) Eligibility Data**

Over the past several months, the Health Care Financing Administration (HCFA) has reviewed procedures for providing access to personally identifiable Medicare data. The review included the Medicaid State Agency access to Medicare entitlement and claims data, including State access to the CWF.

HCFA is accountable for ensuring the confidentiality of beneficiary-specific information. We know States share our interest in securing confidential data files; however, the controls on access to CWF must be sufficient to ensure the confidentiality of HCFA records. In providing access to Medicare data, we must balance the information needs of users against the risk of revealing confidential information to those not authorized to see it.

As a result, we are terminating States access to Medicare/Medicaid eligibility data. We will no longer support the approach of allowing States and their contractors online access to the CWF Medicare enrollment and paid claims data.

We are instructing the security administrator or system security officer at all intermediaries to revoke Medicaid State Agencies user ID and password access to CWF. Any access by States through the CWF inquiry types HIQA, HUQA, and HIQM must be terminated. This security measure can be done through RACF, ACF2, or whatever security software is in place. This activity must be accomplished by the intermediaries who control States access to CWF data. The States have been notified of the termination of access to CWF.

**The *effective date* for this Program Memorandum (PM) is September 1, 2000.**

**The *implementation date* for this PM is October 1, 2000.**

**These instructions should be implemented within your current operating budget.**

**This PM may be discarded after October 30, 2001.**

**If you have any questions, contact Rick Wolfsheimer on 410-786-6160 or [Rwolfsheimer@HCFA.GOV](mailto:Rwolfsheimer@HCFA.GOV).**