

February 9, 1998

Dear State Medicaid Director:

The purpose of this letter is to call your attention to four Defense Enrollment Eligibility Reporting System (DEERS) related items of considerable importance to the Center for Medicaid and State Operations (CMSO) and to your State. They are:

1998 DEERS data match schedule for States DEERS On-Line Access Electronic Media Claims (EMC) Submissions
Where to file Civilian Health and Medical Program of the Uniformed Services (TRICARE/CHAMPUS) Claims DEERS
Data Match Schedule

The schedule for data matches between DEERS and the State Medicaid agencies for calendar year 1998 is attached for your information. Please forward a copy of this notice to the appropriate staff or contractor personnel responsible for conduct of this data match. If there is a need for any change or modification to the schedule as it now stands, please contact the CMSO staff person identified later in this letter.

The DEERS is to receive a computer tape or cartridge (cartridge is the preferred media) from each State one week before the assigned match date. The cartridge or tape as well as the external package should be labeled indicating the originating source and appropriate contact persons. Be sure to show the name of the State contact even if a contractor is performing the match. A transmittal sheet should be included in the package showing the contact person's name, address and phone number, State contact and phone number, media type, and number of records.

Permanent State code numbers have been assigned for use in positions 2-3 of the DEERS State Query Record. Please ensure use of the numbers indicated on the enclosed match schedule. Also, cartridges received by DEERS should contain, at a minimum, the social security number, name, date of birth, and address for each Medicaid eligible who is suspected to have TRICARE/CHAMPUS eligibility. Only those beneficiaries who are suspected of having TRICARE/CHAMPUS eligibility are to be sent to DEERS to be matched. There is no set order in which the records need to be sequenced, but social security number ascending order is preferred. Cartridges should be mailed to:

DMDC/DEERS-HCFA
400 Gigling Road
Seaside, California 93955-6771
(408) 583-2400

DEERS On-Line Access

For the purpose of verifying eligibility and coverage periods for TRICARE/CHAMPUS eligibles, States can supplement the DEERS data match by having ongoing on-line access to the DEERS database. On-line access is particularly helpful in situations where claims have been rejected by the TRICARE Managed Care Support (MSC) contractor or the CHAMPUS Fiscal Intermediaries (FIs) and additional information is needed from the DEERS database before resubmitting the claim.

In order to participate, State agency staff need to contact Mr. George Bodie, Chief, Medical Requirements Branch, at the DEERS/RAPIDS Program Office at the Defense Manpower Data Center in Arlington, Virginia, and request to participate in the on-line process. Mr. Bodie can be reached at (703) 696-6771/5865.

Passwords and identification numbers will be assigned by DEERS. Questions or problems accessing on-line to DEERS should be made directly to the DEERS field service representative in your area. If you do not know the field service representative for your area, call (703) 578-5211 and ask for the name and phone number of the representative who services your area.

A copy of your cover letter and completed application forms should also be mailed, or faxed to Joe Dulany at the following address:

Health Care Financing Administration
Center for Medicaid and State Operations, C4-25-02
Attention: Joe Dulany
7500 Security Boulevard
Baltimore, Maryland 21244-1850

FAX No. (410) 786-3252 or (410) 786-0020

If you are not using on-line access, I urge you to make application today to use this enhancement.

Electronic Media Claims (EMC)

In order for you to process claims via EMC you first must have on-line access to the DEERS database to verify eligibility. On-line accessibility facilitates prior verification of eligibility and coverage from the DEERS database and can reduce the likelihood of denials when claims are submitted to the MCS contractor or the CHAMPUS FIs.

Since MCS contractor or the CHAMPUS FI is using proprietary formats for EMC processing, we urge you to make contact with your designated FI now to begin the process of conversion to EMC processing. Points of contact for EMC at the MCS contractors or the CHAMPUS FIs are as follows:

Foundation Health Federal Services

Mr. Eric Osborne
(916) 935-3177

Palmetto Government Benefits Administrators

Mr. Joe Rhame
(803) 665-7822 extension 66438

UNISYS

Ms. Teresa Dora
(812) 379-5208

Wisconsin Physician Services

Ms. Marcia Green
(608) 221-5052

Where to File TRICARE/CHAMPUS Claims

The TRICARE Support Office, formerly the Office of Civilian Health and Medical Program of the Uniformed Services (OCHAMPUS) maintains a home page at <http://www.ochampus.mil>. Under the "What's New" heading you can identify the claims processor that handles claims for your State. You can go directly to this page by using the address-
<http://www.ochampus.mil/FWHT.htm>

Sincerely,

Rachel Block for Sally Richardson Director Center for Medicaid and State Operations

Attachment

cc: All HCFA Regional Administrators All HCFA Associate Regional Administrators for Medicaid and State Operations
All TPL Coordinators Lee Partridge, American Public Welfare Association Jennifer Baxendell, National Governors'
Association Joy Wilson, National Conference of State Legislatures HCFA Press Office

DEERS DATA MATCH SCHEDULE FOR 1998

01/29/98

State Code	State	Match Date
17	Illinois	03/02/98
48	Texas	03/09/98
20	Kansas	03/16/98
33	New Hampshire	03/23/98
13	Georgia	03/30/98
56	Wyoming	04/06/98
19	Iowa	04/13/98
09	Connecticut	04/20/98
12	Florida	04/27/98

42	Pennsylvania	05/04/98
51	Virginia	05/11/98
15	Hawaii	05/18/98
04	Arizona	05/25/98
24	Maryland	06/01/98
22	Louisiana	06/01/98
23	Maine	06/08/98
45	South Carolina	06/08/98
29	Missouri	06/15/98
01	Alabama	06/22/98
47	Tennessee	06/22/98
06	California	06/29/98
39	Ohio	07/06/98
26	Michigan	07/06/98
40	Oklahoma	07/13/98
55	Wisconsin	07/20/98
05	Arkansas	07/20/98
54	West Virginia	07/27/98
46	South Dakota	08/03/98
34	New Jersey	08/10/98
02	Alaska	08/10/98
11	Dist. of Columbia	08/17/98
25	Massachusetts	08/17/98
37	North Carolina	08/24/98
31	Nebraska	08/31/98
27	Minnesota	09/07/98
21	Kentucky	09/14/98
30	Montana	09/21/98
28	Mississippi	09/21/98
18	Indiana	09/28/98

10	Delaware	10/05/98
50	Vermont	10/12/98
16	Idaho	10/12/98
44	Rhode Island	10/19/98
36	New York	10/26/98
53	Washington	11/02/98
35	New Mexico	11/09/98
*		11/16/98
*		11/23/98
*		11/30/98
*		12/07/98
*		12/14/98

(*)=denotes open dates

Any State that cannot meet the established schedule should notify the HCFA DEERS point of contact, Joe Dulany at (410) 786-0665, or e-mail at jdulany@hcfa.gov, as soon as possible.