



PALMETTO GBA®

A CELERIAN GROUP COMPANY

A CMS Medicare Administrative Contractor

Home Health (HH) Pre-Claim Review (PCR) EDI Submission Specifications

Version 3.03

TABLE OF CONTENTS

CHANGE HISTORY	1
SECTION 1 – INTRODUCTION	1
SECTION 2 – GETTING CONNECTED	2
SECTION 3 – PROCESS FLOW	3
SECTION 4 – EXPECTED RESPONSES	4
4.A. Initial Receipt Acknowledgement – Response One.....	4
4.B. Document Control Number (DCN) – Response Two	5
4.C. Unique Tracking Number (UTN) and Summary Decision – Response Three (A).....	5
4.D. Error Message/ No UTN – Response Three (B).....	6
4.D.1. Current Error Responses:.....	6
4.E. EDI Batch Submission Messages.....	6
SECTION 5 – SUBMISSION SPECIFICATIONS AND SAMPLES	7
5.A. Sample Files.....	7
5.B. Notes.....	7
SECTION 6 – CONTACT US/ SUPPORT	8

CHANGE HISTORY

Version	Date	Point of Contact	Change Description
1.00	1/24/2017	Tameika Banks	Created baseline version for internal review Embedded docs/versions: (1) 2017-01-17_SecureMessageSchema_v3 (2) 2017-01-17_Batch PCR Schemas and Samples
1.01	1/25/2017	Tameika Banks	Updated embedded docs/versions: (1) 2017-01-20_SecureMessageSchema_v4 (2) 2017-01-25_Batch PCR Schemas and Samples
1.02	1/27/2017	Tameika Banks	<ul style="list-style-type: none"> • Added flow response to the Submitter for UTN errors • Updated embedded docs/versions to include the <environmentIndicator> tag: (1) 2017-01-27_SecureMessageSchema_v5 (2) 2017-01-27_Batch PCR Schemas and Samples
1.03	2/09/2017	Tameika Banks	<ul style="list-style-type: none"> • Updated the URL for the HHH EDI Enrollment Packet • Updated process flow to include No UTN error handling • Added Palmetto GBA contact information for issue support

Home Health Pre-Claim Review (PCR) EDI Submission Specifications

Version	Date	Point of Contact	Change Description
			Attached updated documentation removing reference to TEST ID on the incoming XML. (1) 2017-01-27_SecureMessageSchema_v6 (2) 2017-01-27_Batch PCR Schemas and Samples
1.04	2/17/2017	Tameika Banks	<ul style="list-style-type: none"> Revised Palmetto GBA contact information for issue support (per 2/10/17 Meeting) Add comments to Notes section (per 2/10/17 Meeting) Added/changed error responses in the Initial Receipt Acknowledgment section
1.05	2/21/2017	Tameika Banks	Updated the below embedded docs/versions: (1) 2017-02-21_Batch PCR Schemas and Samples (updates were made to the Response XML Samples only)
2.00	3/8/2017	Tameika Banks	Added Appendix section (page 8): EDI Design Questions & Answers
2.10	3/10/2017	Tameika Banks	Modified typo in ERROR response below (page 5): 5. NPI submitted in the request does not have a NPI to Submitter ID link on file. Example: [<receiveMsg>REJECTED – Received file but SUBMITTER ID [SOMEID] is not linked to a correct NPI [SOMENPI]</receiveMsg>]
2.20	3/23/2017	Tameika Banks	<ul style="list-style-type: none"> Attached updated documentation changing “Date” field description on the response XML. (1) 2017-03-23_SecureMessageSchema_v7 Added questions to Appendix: EDI Design Questions & Answers (page 9)
2.30	2/21/2019	Jane Salter	<ul style="list-style-type: none"> Attached updated documentation changing “Beneficiary’s MBI, Episode Start and End dates” and adding “Ordering or Referring Physician Information, Attending or Certifying Physician Information” fields description on the request XML. (1) PCR batch Excel 02202019 Deleted 4th point (Decision Letter) from “Expected Results” section on pg. 4 and “Decision Letter” section from pg. 6.
2.4	2/4/2020	Jane Salter	Updated version of sample XML and error messages
2.4.2	4/2/2020	Jane Salter	Added examples to UTN error message
3.01	4/29/2020	Jane Salter	Updated Summary and Contact Us Sections
3.02	9/18/2020	Jane Salter	Removed Appendix EDI Design Questions & Answers section. This information will be posted on Palmetto GBA’s website.
3.03	3/15/2022	Paula Zappala	Added Initial Receipt Acknowledgement – Response One: HCPCS is missing or invalid, we will send back an ERROR response. Example: [<receiveMsg>REJECTED - Received file but HCPCS is missing</receiveMsg>]

SECTION 1 – INTRODUCTION

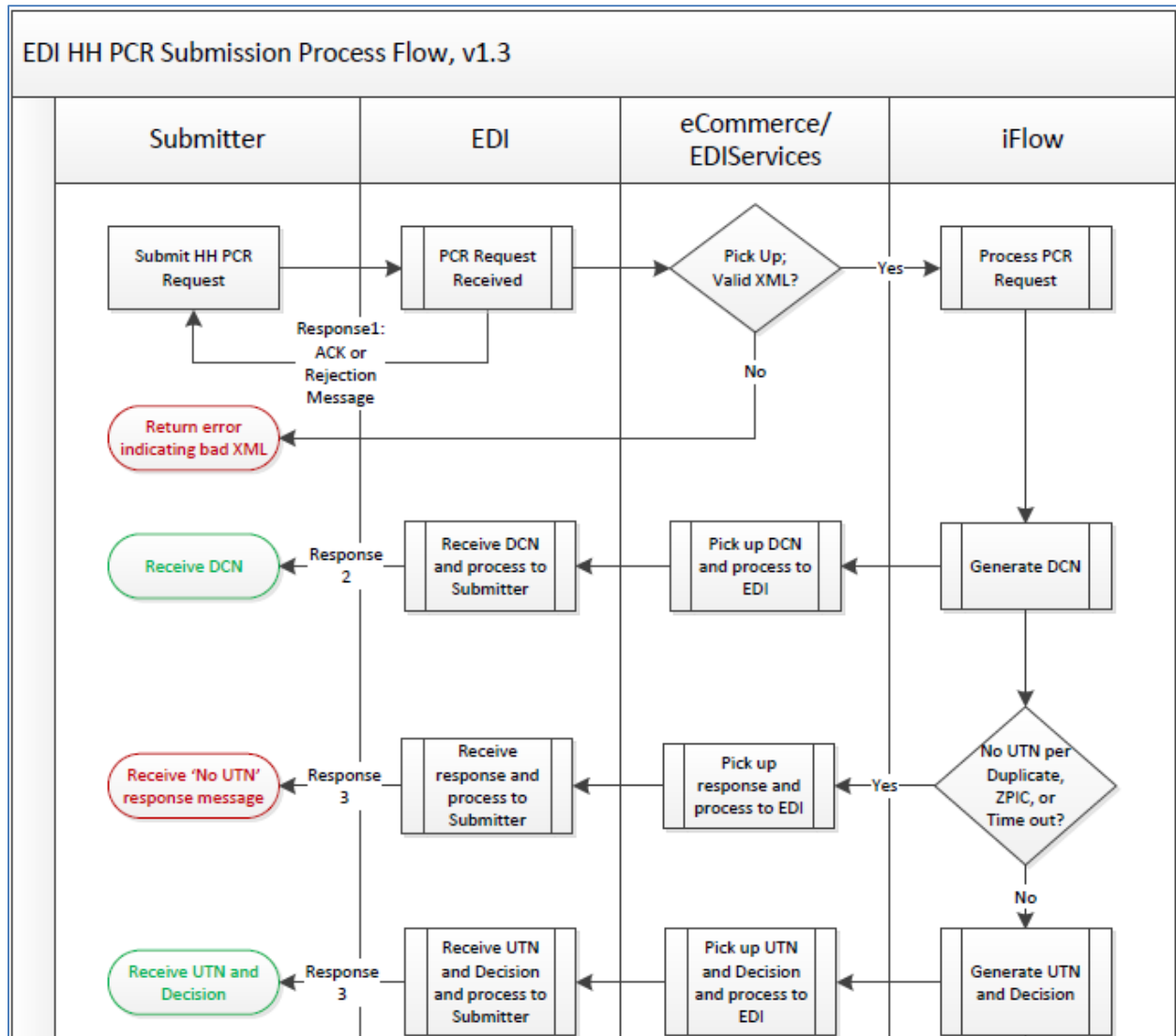
Home health agencies (HHAs) are subject to the Review Choice Demonstration (RCD). Pre-claim Review (PCR) is a process through which a request for provisional affirmation of coverage is submitted for review before a final claim is submitted for payment. PCR helps make sure that applicable coverage, payment and coding rules are met before the final claim is submitted. One PCR equals one batch submission. For more information regarding RCD and the PCR process, please visit the [RCD site](#).

SECTION 2 – GETTING CONNECTED

All RCD PCR submitters must complete an EDI Enrollment Packet prior to submitting claims to Palmetto GBA's EDI Gateway, GPNet. For more information on the EDI process, please visit the EDI Enrollment page found on our website, www.PalmettoGBA.com/edi.

The EDI Enrollment Packet is focused on typical claims activity at a clearinghouse; however, it is the same enrollment for any third-party submitter. This process requires any "provider" you intend to submit for to also sign an Authorization that identifies your agency as their 'submitter.' Forms can be submitted by email as indicated in the packet.

SECTION 3 – PROCESS FLOW



SECTION 4 – EXPECTED RESPONSES

There will be three responses per PCR Submittal Request.

1. Initial Receipt Acknowledgement
2. Document Control Number (DCN)
3. Unique Tracking Number (UTN) and Summary Decision or Error Message

4.A. Initial Receipt Acknowledgement – Response One

When an Enrolled Submitter sends a HH PCR Request, an immediate “ACK” response is returned signifying eCommerce EDI Services has received the file via the Palmetto GBA EDI Gateway and the file is syntactically correct. If the file is invalid, an “ERROR” response is returned and the file must be corrected and resubmitted.

If the incoming file:

1. Passes all validity checks and appears to be a complete file, we will send back an accepted **ACK** response.

Example: [`<receiveMsg>ACCEPTED - Received and sent file for further processing</receiveMsg>`]

2. SUBMITTER ID is missing or invalid, we will send back an **ERROR** response.

Example: [`<receiveMsg>REJECTED - Received file but SUBMITTER ID [SOMEID] is [INVALID/MISSING]</receiveMsg>`]

3. Number of attachments indicated by xml is different than actual number of attachments; we will send back an **ERROR** response.

Example: [`<receiveMsg>REJECTED - Received file but indicated number of attachments [7] is different the actual number of attachment [8] </receiveMsg>`]

4. Attachment type is not PDF, we will send back an **ERROR** response.

Example: [`<receiveMsg>REJECTED - Received file but the attachment file type is not in pdf format</receiveMsg>`]

5. NPI submitted in the request does not have a NPI to Submitter ID link on file.

Example: [`<receiveMsg>REJECTED - Received file but SUBMITTER ID [SOMEID] is not linked to a correct NPI [SOMENPI]</receiveMsg>`]

6. Environment indicator of TEST or PROD is not included in the file.

Example: [`<receiveMsg>REJECTED - Received file but Environmental Indicator is missing</receiveMsg>`]

7. Environment indicator of PROD but the Submitter is only setup for TEST.

Example: [`<receiveMsg>REJECTED - Received file but Trading Partner NOT eligible for production transaction</receiveMsg>`]

8. HCPCS is missing or invalid, we will send back an **ERROR** response.

Example: [`<receiveMsg>REJECTED - Received file but HCPCS is missing</receiveMsg>`]

4.B. Document Control Number (DCN) – Response Two

Once accepted, eCommerce EDI Services sends the validated PCR Request file to the Workflow Management System (iFlow). iFlow generates an acknowledgment response in the form of a Document Control Number (DCN) to eCommerce confirming receipt, who then processes the DCN to EDI for Submitter review.

```
- <SecureMessageResponse>
  <submitter id="ABCD123"/>
  <id>33333</id>
  <!-- Transaction ID assigned by MAC null on inbound-->
  <submissionId>F60150E8-0CA1-42FB-AFB0-F34997641837</submissionId>
  <!-- Transaction ID assigned by Provider/Vendor -->
  <date>Mon Sep 30 08:40:29 CDT 2016</date>
  <dcn>9876543210</dcn>
</SecureMessageResponse>
```

4.C. Unique Tracking Number (UTN) and Summary Decision – Response Three (A)

Upon success and once received from iFlow (after a couple of days), eCommerce EDI Services will return the UTN and Summary Decision response (via RESPONSE XML) for the PCR Request to EDI for Submitter review. The XML will include one of the following Decisions but not the embedded Decision Letter body:

1. Provisional Affirmative
2. Partial Provisional Affirmative
3. Non-Affirmative

```
- <SecureMessageResponse>
  <submitter id="ABCD123"/>
  <id>33333</id>
  <!-- Transaction ID assigned by MAC null on inbound-->
  <submissionId>F60150E8-0CA1-42FB-AFB0-F34997641837</submissionId>
  <!-- Transaction ID assigned by Provider/Vendor -->
  <date>Mon Sep 30 08:40:29 CDT 2016</date>
  <dcn>9876543210</dcn>
  <utn>1234567890</utn>
  <decision>Provisional Affirmative</decision>
  <!-- Provisional Affirmative/Partial Provisional Affirmative/Non-Affirmative -->
</SecureMessageResponse>
```


4.D. Error Message/ No UTN – Response Three (B)

If an error occurs and the UTN cannot be generated, eCommerce EDI Services will return an ERROR Summary Decision to the Submitter. For example:

```
- <SecureMessageResponse>
  <submitter id="ABCD123"/>
  <id>33333</id>
  <!-- Transaction ID assigned by MAC null on inbound-->
  <submissionId>F60150E8-0CA1-42FB-AFB0-F34997641837</submissionId>
  <!-- Transaction ID assigned by Provider/Vendor -->
  <date>Mon Sep 30 08:40:29 CDT 2016</date>
  <dcn>9876543210</dcn>
  <comments>We are unable to retrieve a UTN within the allocated timeframe. Please contact
    your Medicare Contractor.</comments>
  <!-- Error description if UTN could not be retrieved. -->
</SecureMessageResponse>
```

4.D.1. CURRENT ERROR RESPONSES:

Decision_Retrieval_Error:

We are unable to retrieve a decision within the allocated timeframe. Please contact your Medicare Contractor.

Duplicate_Submission:

Duplicate submission. If you have any questions, please contact your Medicare Contractor

UTN_Retrieval_Error:

We are unable to retrieve a UTN within the allocated timeframe. Please contact your Medicare Contractor

Examples of when a UTN will not be created:

- Invalid or Not Found Medicare ID (MBI)
- Provider Did Not Enroll in PCR Review Choice
- Provider Not Located in RCD Participating State

Note: Letters will be sent in the US Mail to the provider for cases such as these

ZPIC_Exclusion_Error:

ZPIC Exclusion. If you have any questions, please contact your Medicare Contractor

4.E. EDI Batch Submission Messages

Please refer to *EDI_PCR_Error_message_grid.PDF* file for a list of EDI messages to End Users.

SECTION 5 – SUBMISSION SPECIFICATIONS AND SAMPLES

5.A. Sample Files

Please refer to the *EDI_PCR_Batch_XML_Specs.xlsx* file for sample files.

5.B. Notes

- A valid Palmetto GBA SUBMITTER ID is required for TEST and PROD submissions. Only 1 Submitter ID is required for both.
- The number of attachments in the xml tag [`<messageAttachmentCount>8</messageAttachmentCount>`] should equal the actual number of attachments.
- EDI will be checking Submitter ID linkage to NPI.

SECTION 6 – CONTACT US/ SUPPORT

For assistance with Home Health Pre-Claim Review questions, call 855-696-0705:

- Press 1 for EDI assistance with HH PCR batch submission questions.
- Press 3 for other RCD or general PCR questions.