



Managed Care Trading Partner Testing Packet

Information in this ForwardHealth Managed Care Trading Partner Testing Packet is provided to ForwardHealth managed care trading partners who intend to exchange electronic health care transactions using ForwardHealth interChange.

Managed Care Trading Partners

ForwardHealth interChange is a transaction processing system used by Wisconsin ForwardHealth. All entities, known as trading partners, that currently exchange data or intend to exchange data with ForwardHealth are required to register and test for connectivity and Health Insurance Portability and Accountability Act of 1996 (HIPAA) compliance with this system. This applies to any or all of the following programs: BadgerCare Plus, SeniorCare, Wisconsin Chronic Disease Program, Wisconsin Medicaid, and Wisconsin Well Woman Program.

Before exchanging information with ForwardHealth interChange, all managed care trading partners are required to complete all of the steps outlined in this testing packet.

Contact the Electronic Data Interchange (EDI) Helpdesk at (866) 416-4979 for assistance or to answer questions.

Testing for Managed Care Trading Partners

Managed care trading partners are required to follow these steps to become authorized to use ForwardHealth interChange:

1. Complete a Managed Care Trading Partner Profile form, F-13076, online through the Portal at www.forwardhealth.wi.gov/. At the end of the Managed Care Trading Partner Profile process, the managed care trading partner is asked to agree to the terms of the Trading Partner Agreement, F-00446. Please read through the Trading Partner Agreement; the document can be downloaded to your desk top. The managed care trading partner agrees to the Trading Partner Agreement by entering his or her name and e-mail address. Once the Managed Care Trading Partner Profile has been completed and Trading Partner Agreement accepted, the managed care trading partner is assigned a nine-digit Trading Partner ID (be sure to record this number). In addition, managed care trading partners receive a letter with a unique nine-character personal identification number (PIN).
2. Register as an EDI user by establishing an account at www.forwardhealth.wi.gov/. The Trading Partner ID and PIN are required to set up a secure account prior to exchanging transactions. While creating an EDI user account, trading partners are asked to agree to the terms of the Electronic Use Agreement. After reading through the Trading Partner Electronic Use Agreement, agree to it by clicking on the "I Agree" box
3. While not required, testing for the X12 820 Payroll Deducted and Other Group Premium Payment for Insurance Products (820) and the X12 834 Benefit Enrollment and Maintenance (834) transactions is highly recommended.

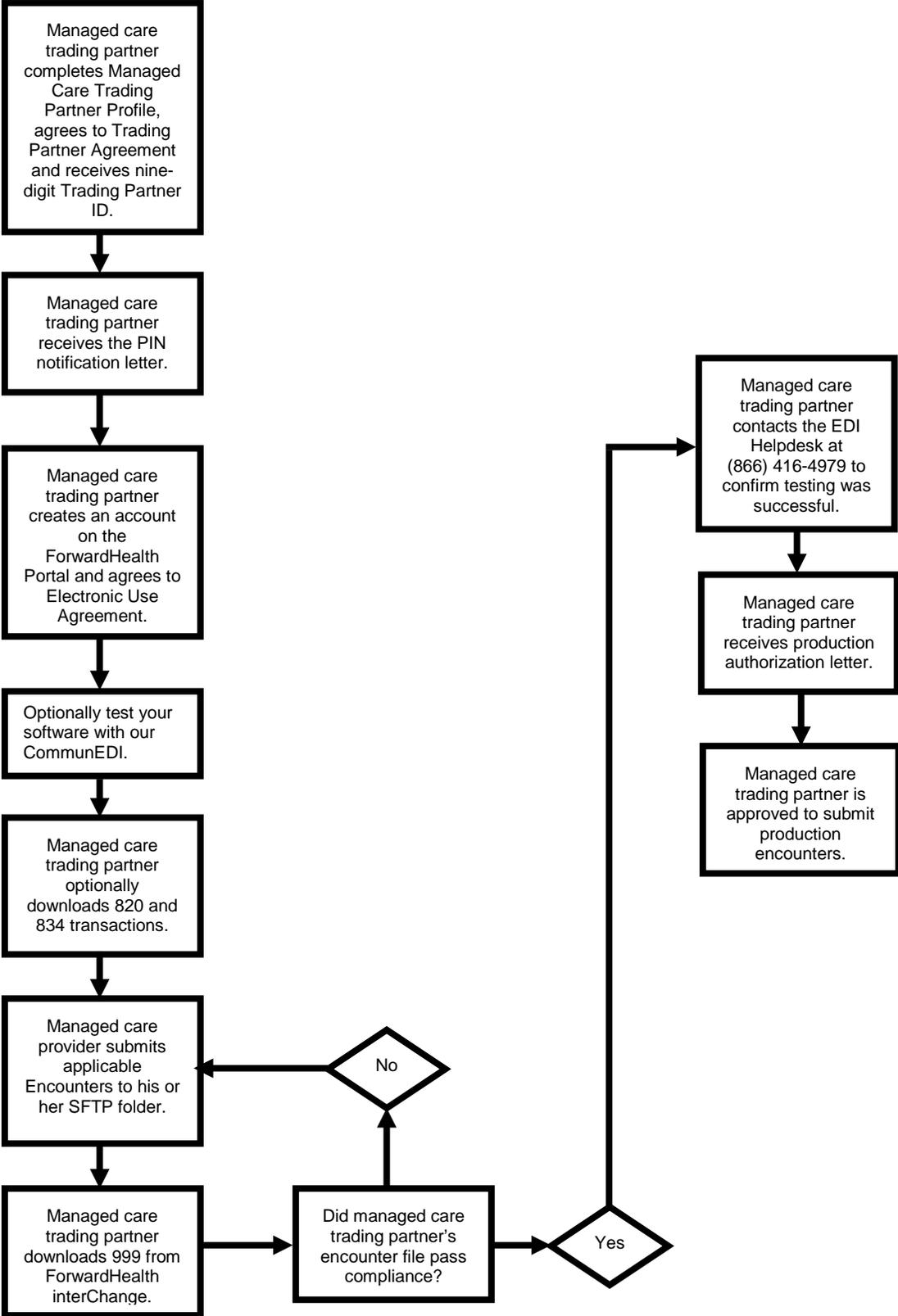
The ForwardHealth interChange companion guides, Instructions Related to 820 Health Care Payroll Deducted and Other Group Premium Payment for Insurance Products (820) Based on ASC X12 Implementation Guide, P-00262, and the Instructions Related to 834 Benefit Enrollment and Maintenance (834) Based on ASC X12 Implementation Guide, P-00264, are available at www.forwardhealth.wi.gov/. ForwardHealth HIPAA companion guides provide useful technical information about ForwardHealth standards for HIPAA-compliant transactions and provide ForwardHealth-specific information that should be used with the national HIPAA Implementation Guides. HIPAA Implementation Guides define the national data standards, electronic format, and values for each data element within an electronic transaction.

HMOs submitting encounter data must complete the steps below.

4. Encouraged Pre-Testing:
 - Managed care trading partners are able to pre-test the 837 Health Care Claim: Dental (837D), 837 Health Care Claim: Institutional (837I), or 837 Health Care Claim: Professional (837P) encounter transactions using the ForwardHealth EDI Communed testing service.
 - Managed care trading partners interested in pre-testing with the Communed testing service should refer to the Trading Partners area of the Portal at www.forwardhealth.wi.gov/ for pre-testing instructions using the Division of Health Care Access and Accountability EDI Communed testing service.
5. Change the environment indicator in interchange control segment (ISA15) to "T" in the managed care trading partner's encounter submission software.
6. Mandatory Testing:
 - Log in to the specific secure file transfer protocol (SFTP) folder created for your managed care provider payee ID.
 - If applicable, create and submit 100 test encounters for 837D to test connectivity and HIPAA compliance with ForwardHealth interChange. The ForwardHealth interChange companion guide, Instructions Related to 837 Health Care Claim: Dental (837D) Transactions Based on ASC X12 Implementation Guide, P-00263, is located at www.forwardhealth.wi.gov/.

- If applicable, create and submit 100 test encounters for 837I to test connectivity and HIPAA compliance with ForwardHealth interChange. The ForwardHealth interChange companion guide, Instructions Related to 837 Health Care Claim: Institutional (837I) Transactions Based on ASC X12 Implementation Guide, P-00266, is located at www.forwardhealth.wi.gov/. Within institutional transactions, submit the following specific scenarios when applicable:
 - Inpatient including Medicare crossovers.
 - Outpatient including Medicare crossovers.
 - Long term care (nursing home) including Medicare crossovers.
 - Home health.
 - Variety of Encounter samples with coordination of benefit (Third-party liability [TPL] payments or 837 CAS segments with insurance denials or applied towards deductible and coinsurance).
 - Voids and adjustments (initial testing) that are not for legacy encounters.
 - Chart reviews.
 - Services that require manual pricing.
 - If applicable, create and submit 100 test encounters for 837P to test connectivity and HIPAA compliance with ForwardHealth interChange. ForwardHealth interChange companion guide, Instructions Related to 837 Health Care Claim: Professional (837P) Transactions Based on ASC X12 Implementation Guide, P-00265, is located at www.forwardhealth.wi.gov/. Within professional transactions, submit the following specific scenarios when applicable:
 - Physician including Medicare crossovers.
 - Chiropractor.
 - DME including Medicare crossovers.
 - Therapy including Medicare crossovers.
 - Ambulance.
 - Anesthesia.
 - Lab and X-ray.
 - Surgery.
 - Variety of Encounter samples with coordination of benefit (TPL payments or 837 CAS segments with insurance denials or applied towards deductible and coinsurance).
 - Voids and adjustments (initial testing) that are not for legacy encounters.
 - Chart reviews.
 - Services that require manual pricing.
 - Log in to the trading partners area of the Portal and download a Functional Acknowledgement (999) for the test transactions submitted. If the managed care trading partner does not receive a 999 indicating that the file was accepted (AK9*A*) or receives a TA1 Interchange Acknowledgement (TA1) file rejection, the managed care trading partner is not authorized for ForwardHealth interChange and must retest until an “accepted” 999 is received.
 - The 999 is available within two hours of a successful transmission. If the managed care trading partner does not receive a 999 or a TA1, the managed care trading partner should contact the EDI Helpdesk at (866) 416-4979 for assistance.
 - Once an “accepted” 999 is downloaded, the managed care trading partner should contact the EDI Helpdesk at (866) 416-4979 for validation that the managed care trading partner has received an “accepted” 999 and can connect successfully to ForwardHealth interChange.
 - Managed care trading partners receive a production authorization letter notifying them that the transaction sets for which they tested are approved. Production transactions are accepted on and after January 1, 2013. Production transactions submitted prior to January 1, 2013, are not processed and need to be resubmitted after that date.
7. Once testing is complete and the managed care trading partner has received the production authorization letter, the managed care trading partner must change the environment indicator in interchange control segment (ISA15) to “P” in the managed care trading partner’s encounter submission software.

Managed Care Trading Partner Flowchart



Managed Care Trading Partner Checklist

Use the following checklist to track completion of the requirements for establishing a managed care trading partner user account.

Complete?	Setup Requirement
Documentation Completion	
<input type="checkbox"/>	Complete Managed Care Trading Partner Profile, agree to Trading Partner Agreement and record nine-digit Trading Partner ID.
<input type="checkbox"/>	Receive letter containing PIN.
Registration	
<input type="checkbox"/>	Complete EDI user registration by setting up a managed care trading partner Portal account at www.forwardhealth.wi.gov/ .
Setup for Testing	
<input type="checkbox"/>	Change the environment indicator in interchange control segment (ISA15) to "T" in the managed care trading partner's submission software.
Testing (Optional)	
Download test files from the ForwardHealth Portal at www.forwardhealth.wi.gov/ for <i>applicable</i> transactions:	
<input type="checkbox"/>	X12 820.
<input type="checkbox"/>	X12 834.
Set Up for Encounter Testing (Required for HMOs Submitting Encounters)	
<input type="checkbox"/>	Log in to managed care provider's Portal account.
Testing	
Submit encounter file(s) to managed care provider's SFTP folder for <i>applicable</i> encounter transaction(s):	
<input type="checkbox"/>	005010X224A2 — 837D.
<input type="checkbox"/>	005010X223A2 — 837I.
<input type="checkbox"/>	005010X222A1 — 837P.
Acceptance	
<input type="checkbox"/>	Log in to managed care trading partner's Portal account.
<input type="checkbox"/>	Download an "accepted" 999 Functional Acknowledgement.

Communication	
<input type="checkbox"/>	Call the EDI Helpdesk at (866) 416-4979 to confirm that testing was successful.
<input type="checkbox"/>	Receive letter indicating authorization to exchange production data through ForwardHealth interChange.
Setup for Production	
<input type="checkbox"/>	Change the environment indicator in interchange control segment (ISA 15) to "P" in the managed care trading partner's submission software.

Frequently Asked Questions

N/A



State of Wisconsin
Department of Health Services
Division of Health Care Access and Accountability
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