

**Medicare, Medicaid and SCHIP Extension Act of 2007 (MMSEA) 111  
Computer Based Training (CBT)  
Non-Group Health Plan (NGHP)\* Curriculum**

<b><i>Connect Tutorial</i></b>	
<b>Course Description</b>	The Computer Based Training (CBT) modules are delivered, tracked and managed using a Learning Management System (LMS). The Connect Tutorial course is designed for new LMS users. It provides the foundation for using the LMS and accessing the CBT modules.
<b>Duration</b>	7 minutes
<b><i>NGHP User Guide Version 1.0 Curriculum</i></b>	
<b><i>Acronyms List</i></b>	
<b>Course Description</b>	A list of acronyms pertaining to MMSEA Section 111 and their descriptions.
<b><i>Process Overview</i></b>	
<b>Course Description</b>	The topics in this course include: purpose of the data exchange, data exchange details, file types, the Section 111 COB Secure Web site (COBSW) and the Data Use Agreement. This course also includes options for customer service and reporting assistance such as the Centers for Medicare and Medicaid Services (CMS) Section 111 Web site, the Electronic Data Interchange (EDI) Representative, and training and education resources.
<b>Duration</b>	13 minutes
<b><i>Section 111 Registration</i></b>	
<b>Course Description</b>	Responsible Reporting Entities (RREs) will register on the Section 111 COBSW from May 1, 2009 through September 30, 2009. The Section 111 Registration course reviews the registration requirements, purpose and timeframes. It details the five steps of registration and account setup. This course should be reviewed prior to COBSW-Step 1-New Registration and COBSW-Step- 2-Account Setup.
<b>Duration</b>	33 minutes
<b><i>COBSW-Step 1-New Registration</i></b>	
<b>Course Description</b>	Registration must be completed on the Section 111 COBSW. The COBSW-Step 1-New Registration course reviews how to register on the Section 111 COBSW.
<b>Duration</b>	16 minutes

\* Liability insurance (including self-insurance), no-fault insurance and workers' compensation are sometimes collectively referred to as "non-group health plan" or "NGHP".

**Medicare, Medicaid and SCHIP Extension Act of 2007 (MMSEA) 111  
Computer Based Training (CBT)  
Non-Group Health Plan (NGHP)\* Curriculum**

<i>NGHP User Guide Version 1.0 Curriculum (cont.)</i>	
<b><i>FAQ – New Registration</i></b>	
<b>Course Description</b>	The New Registration Frequently Asked Questions course addresses questions relating to the registration process, RRE IDs, Tax Identification Numbers (TINs), Authorized Representatives, subsidiaries, new registration troubleshooting and registration documentation.
<b>Duration</b>	13 minutes
<b><i>COBSW-Step 2-Account Setup</i></b>	
<b>Course Description</b>	Account setup must be completed on the Section 111 COBSW. The COBSW-Step 2-Account Setup course reviews how to set up an account on the Section 111 COBSW.
<b>Duration</b>	18 minutes
<b><i>FAQ – Account Setup</i></b>	
<b>Course Description</b>	The Account Setup Frequently Asked Questions course addresses questions relating to the account setup process, Section 111 COBSW user roles, file transmission methods, Section 111 COBSW login and password, and account setup troubleshooting.
<b>Duration</b>	15 minutes
<b><i>File Format (Note: Updated per NGHP User Guide V2.0)</i></b>	
<b>Course Description</b>	The topics in this course include: File Format, Header, Detail and Trailer Records and Data Formatting Standards.
<b>Duration</b>	7 minutes
<b><i>Testing (Note: Updated per NGHP User Guide V2.0)</i></b>	
<b>Course Description</b>	This course will discuss testing preparation, an overview of the testing process, general testing requirements, and the Section 111 Coordination of Benefits Secure Web site (COBSW). It also reviews some important information to consider in order to be successful in complying with Section 111 requirements
<b>Duration</b>	17 minutes
<b><i>Query File</i></b>	
<b>Course Description</b>	The Query File course reviews the Section 111 reporting requirements and the purpose of the Query File. It includes an overview of the Query Input File and provides the Section 111 data flow when the Query File is used. It also includes the following topics: Query Input File (submission, contents and processing), Query Response File (contents and processing), Query File transmission, translator software and Query File testing.
<b>Duration</b>	25 minutes

\* Liability insurance (including self-insurance), no-fault insurance and workers' compensation are sometimes collectively referred to as "non-group health plan" or "NGHP".

**Medicare, Medicaid and SCHIP Extension Act of 2007 (MMSEA) 111  
Computer Based Training (CBT)  
Non-Group Health Plan (NGHP)\* Curriculum**

<i>NGHP User Guide Version 1.0 Curriculum</i>	
<b><i>Data Transmission Method Selection</i></b>	
<b>Course Description</b>	This course will provide a high-level overview of the data transmission methods available for Section 111 and items to consider when making your selection. The course includes a summary of the methods available to assist you in making your selection during registration. It will conclude by reviewing the profile report and how to change your data transmission method after registration.
<b>Duration</b>	12 minutes
<b><i>SFTP (Note: Updated per NGHP User Guide V2.0)</i></b>	
<b>Course</b>	The SFTP File Transmission for Section 111 course provides a high-level overview on the Section 111 COBSW and the Registration and Account Setup process. It reviews the procedures for transmitting files using Secure File Transfer Protocol (SFTP) for Section 111. The course concludes with a discussion of how to use the Section 111 COBSW to monitor file processing results.
<b>Duration</b>	21 minutes
<b><i>Connect:Direct (Note: Updated per NGHP User Guide V2.0)</i></b>	
	The Connect:Direct File Transmission for Section 111 course provides a high-level overview on the Section 111 COBSW and the Registration and Account Setup process. It reviews the procedures for transmitting files using Connect:Direct via the AT&T Global Network System (AGNS). The course concludes with a discussion of how to use the Section 111 COBSW to monitor file processing results.
<b>Duration</b>	16 minutes
<b><i>HTTPS</i></b>	
<b>Description</b>	This course provides a high-level overview of the Section 111 COBSW and the Registration and Account Setup process. It reviews the procedures for transmitting files using HTTPS on the Section 111 COBSW. The course concludes with a discussion of how to use the Section 111 COBSW to monitor file processing results.
<b>Duration</b>	14 minutes

\* Liability insurance (including self-insurance), no-fault insurance and workers' compensation are sometimes collectively referred to as "non-group health plan" or "NGHP".

**Medicare, Medicaid and SCHIP Extension Act of 2007 (MMSEA) 111  
Computer Based Training (CBT)  
Non-Group Health Plan (NGHP)\* Curriculum**

<i>Section 111 COBSW User Guide Version 1 Curriculum</i>	
<b><i>COBSW Basic Functions</i></b>	
<b>Description</b>	This course provides an overview of the Section 111 COBSW Login/Logout procedures and reviews some of the basic functions available to RREs from the home page of the Section 111 COBSW.
<b>Duration</b>	14 minutes
<b><i>COBSW Designee Maintenance</i></b>	
<b>Description</b>	To assist with RRE account management and data file processing, the Account Manager may designate one or more Account Designees to an RRE. This course covers how to add/delete an Account Designee, edit Account Designee information, and regenerate an Account Designee e-mail invitation.
<b>Duration</b>	13 minutes
<b><i>COBSW Account Designee Registration</i></b>	
<b>Description</b>	This course reviews the Account Designee user role and registration process. It also reviews login ID and password guidelines.
<b>Duration</b>	8 minutes
<b><i>COBSW Update RRE Profile</i></b>	
<b>Description</b>	This course reviews the importance of RRE ID Profile Information and how to view/update this information. It also describes the contents of the RRE Information Summary page.
<b>Duration</b>	5 minutes
<b><i>COBSW Monitor File Processing</i></b>	
<b>Description</b>	To assist with account management and data file processing, RREs have the ability to monitor file processing and history. This course reviews the file processing pages that RREs will use while monitoring production file processing.
<b>Duration</b>	9 minutes
<b><i>COBSW Uploading/Downloading Input Files Via HTTPS</i></b>	
<b>Description</b>	The Uploading/Downloading Input Files via HTTPS course reviews file upload guidelines, how to upload input files, threshold and severe file submission errors, and how to download response files.
<b>Duration</b>	12 minutes

\* Liability insurance (including self-insurance), no-fault insurance and workers' compensation are sometimes collectively referred to as "non-group health plan" or "NGHP".

**Medicare, Medicaid and SCHIP Extension Act of 2007 (MMSEA) 111  
Computer Based Training (CBT)  
Non-Group Health Plan (NGHP)\* Curriculum**

<i>Section 111 COBSW User Guide Version 1 Curriculum</i>	
<b><i>COBSW Monitor Test File Processing</i></b>	
<b>Description</b>	This course reviews the testing process, reporting Agent testing, threshold and severe file submission errors, and how to view test file results on the Section 111 COBSW.
<b>Duration</b>	11 minutes
<b><i>COBSW View Account Activity History</i></b>	
<b>Description</b>	To assist with account management, RREs can review the activity performed for an RRE ID account on the Account Activity page. This course shows how to navigate to, and review the content of, the account activity page.
<b>Duration</b>	4 minutes

\* Liability insurance (including self-insurance), no-fault insurance and workers' compensation are sometimes collectively referred to as "non-group health plan" or "NGHP".