
Program Memorandum Intermediaries/Carriers

Department of Health &
Human Services (DHHS)
Centers for Medicare &
Medicaid Services (CMS)

Transmittal AB-03-004

Date: JANUARY 24, 2003

CHANGE REQUEST 2516

SUBJECT: Installation of a Security Firewall for Deceased Beneficiary Files (Options B & C)

The purpose of this Program Memorandum (PM) is to inform contractors of the installation of a security firewall in association with the CMS – created annual computer files (Options B & C). See §7100 of the Medicare Carrier Manual (MCM) or §3707 of the Medicare Intermediary Manual for further information on the requirement of conducting post-payment reviews for payments with a billed date of service after the beneficiary's date of death.

In accordance with the Health Insurance Portability and Accountability Act (HIPAA), this security firewall is being installed to protect the privacy rights of deceased beneficiaries. This firewall will prevent unauthorized users from gaining access to the deceased beneficiaries files. Due to the confidential information within this file, contractors will no longer be able to access these files without their secured authorized identification code being included in the allowed access list associated with the files.

In order to have access to these files, we are requesting that each contractor submit the name of the person(s) who will be accessing these files, their CMS mainframe user identification number, contractor name, contractor identification number, and a telephone number. Only the person(s) identified will be allowed to access these files. Please forward this information via email to Val Allen (vallen@cms.hhs.gov) and Joel Cohen (jcohen1@cms.hhs.gov), no later than February 7, 2003.

The *effective date* for this Program Memorandum (PM) is January 24, 2003.

The *implementation date* for this PM is January 24, 2003.

These instructions should be implemented within your current operating budget.

This PM may be discarded after April 1, 2004.

If you have any questions, contact Valeria Allen (410) 786-7443 or Joel Cohen (410) 786-3349.