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# Program Memorandum Carriers

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

Transmittal B-03-031

Date: MAY 2, 2003

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## CHANGE REQUEST 2629

**SUBJECT: Multi-Carrier System (MCS) Reporting of 2003 Participating Data to the Contractor Reporting of Operational & Workload Data (CROWD) System**

### I. GENERAL INFORMATION

#### A. Background:

The Centers for Medicare & Medicaid Services' (CMS) Participating Physician/Supplier Program for calendar year 2003 has two enrollment periods: January 9 through February 28, 2003, and March 1 through April 14, 2003. Having two enrollment periods changes the reporting format that you normally follow in reporting this data to the CROWD system. Carriers on the ViPs system are able to report the data for the two periods to CROWD without system changes. MCS carriers can report data from the first enrollment period (January 9 through February 28) without systems changes. However, MCS will have to make a system change in order to report the data for the second enrollment period (March 1, 2003 through April 14, 2003).

#### B. Policy:

The purpose of this Program Memorandum (PM) is to instruct the MCS system to make the appropriate system change in order to report the necessary participating data from the second enrollment period to CMS.

**NOTE:** The HPBSS standard system and associated carriers are waived from implementing this Change Request due to their upcoming transition to the MCS system. These carriers are required to implement the Change Request once they transition to MCS.

### II. BUSINESS REQUIREMENTS

| Requirement # | Requirements   | Responsibility |
|---------------|--|----------------|
| 2629.1        | The MCS system must make the necessary system change in order to report the participating data for the second enrollment period (March 1 through April 14, 2003) to CROWD. | SSM            |
| 2629.2        | The report must be sent to the CROWD system as soon as possible but no later than November 10, 2003.   | Carrier or SSM |

### III. SUPPORTING INFORMATION AND POSSIBLE DESIGN CONSIDERATIONS

- A. **Other Instructions:** None
- B. **Design Considerations:** N/A
- C. **Interfaces:** N/A
- D. **Contractor Financial Reporting /Workload Impact:** N/A
- E. **Dependencies:** N/A
- F. **Testing Considerations:** N/A

### IV. ATTACHMENT(S)—N/A

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| <p>Implementation Date: October 1, 2003</p> <p>Discard Date: October 1, 2004</p> <p>Post-Implementation Contact: Your CMS Regional Office</p> | <p>Effective Date: October 1, 2003</p> <p>These instructions should be implemented within your current operating budget.</p> |
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