

DEPARTMENT OF HEALTH & HUMAN SERVICES
Centers for Medicare & Medicaid Services
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**CENTER FOR MEDICARE
MEDICARE PLAN PAYMENT GROUP**

DATE: February 23, 2018

TO: All Medicare Advantage Organizations, PACE Organizations, Medicare-Medicaid Plans, Section 1833 Cost Contractors and Section 1876 Cost Contractors, and Demonstrations

FROM: Jennifer Harlow, Deputy Director
Medicare Plan Payment Group

SUBJECT: Phase III Version 3 MAO-004 Reports Distribution Update

This memo follows up on the December 20th, 2017 HPMS memo titled, “Phase III Version 3 MAO-004 Report Release Date and Announcement Regarding Final Encounter Data Deadlines for Payment Years 2016 and 2017,” to provide more information on the distribution of the Phase III Version 3 MAO-004 reports.

CMS will issue Phase III Version 3 MAO-004 reports for encounter data records with dates of service on or after January 1, 2014 through February 28, 2018, submitted on or after January 1st, 2014, by the first week of April 2018. Due to this impending release, the December 2017 Phase III Version 2 Report, that was released January 24, 2018 is the last Phase III Version 2 report that MAOs will receive.

Similar to previous MAO-004 report releases, separate reports will be sent for each month that encounter data records with 2014, 2015, 2016, 2017, or 2018 dates of service were submitted. For example, CMS will send a report with eligible diagnoses from encounter data submitted in January 2017, and another report with eligible diagnoses from encounters submitted in February 2017, etc. File names will differ by the timestamp portion of the file naming convention. MAOs can use the Header Field # 7 (Report Date) to determine which submission month and year an MAO-004 report corresponds to. MAOs can expect to receive a maximum of 50 files depending on the months that data were submitted.

Accessing MAO-004 Reports

CMS will distribute the MAO-004 reports with the file naming convention as follows:

System	Type	Frequency	Dataset Naming Conventions
MARx / EFT	Data File	Monthly	Gentran Mailbox/TIBCO MFT Internet Server: P.Rxxxxx.MAO004PV.Dyymmdd.Thhmmssst Connect:Direct (Mainframe):

			zzzzzzzz.Rxxxxx.MAO004PV.Dyymmdd.Thhmsst Connect:Direct (Non-Mainframe): [directory]Rxxxxx.MAO004PV.Dyymmdd.Thhmsst
MARx UI	Data File	Monthly	P#MMA.@BGD5050.PLNxxxxx.Ryyyymm.Ddd.MAO004PV

Where:

- zzzzzzzz is the plan sponsor-provided high level qualifier
- xxxxxx is the contract number
- ppppp is the contract number, representing the contract that the MAO-004 report is for
- P = Phase: The Phase can be 1 to 9 or A to Z (*'3' for this Phase*)
- V= Version: The version can be 1 to 9 or A to Z (*'3' for this Version*)
- yy is the two-digit year when the file was sent
- mm is the two-digit month when the file was sent
- dd is the two-digit day when the file was sent
- tttttt is the timestamp, representing the time the file was sent

To access and download archived MAO-004 Reports through MARx UI:

1. Go to the "Reports" menu
2. Select "Monthly" frequency
3. Select "Start Month/Year"
4. Select "End Month/Year"
5. On the "Report/Data File" dropdown select "Risk Adjustment Eligible Diagnosis Report"
6. Add your "Contract ID"
7. Hit "Find." The archived reports will populate and become available for download after 10-15mins after the user logs out and back into the UI.

The Phase III Version 3 MAO-004 File Layout and further technical details can be found in the December 20, 2017 HPMS Memo, "Phase III Version 3 MAO-004 Report Release Date and Announcement Regarding Final Encounter Data Deadlines for Payment Years 2016 and 2017."

Please email riskadjustment@cms.hhs.gov with the subject heading, "Phase III Version 3 MAO-004 Reports Distribution Update" for questions related to this memo.