Bureau of TennCare
IS Policy Manual

Last Revised--11/09/07

Policy No: BTC-Pol-Enc-200609-002	
Subject: Receipt of MCC Transaction Files	
Approval: Encounter Policy Workgroup	**Date:** 10/05/06

PURPOSE OF POLICY STATEMENT: To clarify TennCare's position regarding the receipt of transaction files from the Managed Care Contractors (MCCs).

POLICY: The Bureau of TennCare is undergoing an initiative to review the submission of encounter data in order to improve the data integrity and to more accurately reflect claims adjudication and payments by the MCCs. The timely and predictable sending of transaction files by the MCCs will help ensure efficient processing of the data. MCCs will commit to a regular, published schedule of sending encounter files to TennCare tied to their payment cycle within 72 hours (including weekends). For MCCs with 2 or more payment cycles per week, the reporting requirement is based upon the last payment cycle of the week (with a standard week being defined as Sunday to Saturday). Payment cycle is defined as the date payment was made to the provider (indicated on their remittance advice/explanation of payment), not the date posted on the check or the Electronic Funds Transfer. Encounter files are not considered delivered until they pass TennCare's translation compliance. After receipt of an accepted 997 from TennCare to the MCC, the MCC must send TennCare the appropriate transmittal log for the corresponding encounter file. Re-submittals of rejected files, or notification of when the file will be re-submitted, must be completed within 1 business day.

Exceptions:

1) Inability to process claims at the MCCs due to system failure.

2) Inability to transmit the files due to a failure in the FTP communication process.

REFERENCE DOCUMENTS:

TennCare HIPAA EDI Companion Guides

OFFICES OF PRIMARY RESPONSIBILITY:

- TennCare IS Division—to ensure that encounters are submitted to TennCare in the approved format
- Information Systems Management Contractor – to process encounters through the TCMIS system
- MCCs - to follow transaction requirements