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Date: October 06, 2011

To: Medicare Advantage Organizations, Part D Sponsors, Cost-based Plans, and/or PACE Organizations ("Organizations")

From: Denyse L. Wise
Program Director, Retroactive Processing Contractor (RPC)
Reed & Associates, CPAs. Inc.

Subject: Upcoming Enrollment Data Validation (EDV) Review Process

This correspondence serves as notice that the RPC will begin the initial phases of the Enrollment Data Validation (EDV) Review process. As part of the MARx R&M systems enhancements, CMS established a mandatory review process to ensure transactions submitted directly to MARx are accurate, valid and supported with appropriate documentation. CMS has designated Reed & Associates, the RPC, to conduct this review.

In the initial phase, the RPC will request documentation supporting the actions taken by plan users via the MARx User Interface (UI). Additionally, CMS will review batch-submitted transactions including the Residence Address Change (TC 76), Cancellation of Enrollment (TC 80) and Cancellation of Disenrollment (TC 81). The RPC expects to send organizations the initial transaction sample report for EDV between October 14th and October 19th, 2011.

The following represents a summary of the EDV review process. More detailed information will be provided in the RPC Standard Operating Procedure (SOP) which will be posted on the RPC website.

1. Reed will perform a random relative sample based on the total number of transactions submitted in the UI, as well as certain batch-submitted transactions, by all organizations for each calendar month. The sample size may range from 5% to 100% depending on the total number of transactions submitted. On a monthly basis, Reed will send each organization selected for review a report listing the transactions sampled for the EDV process.
2. Upon receiving the report of sampled transactions, plans will have 7 business days to submit the required supporting documentation for each transaction. Plans whose documentation is not **received** by the RPC within 7 business days from the date on the request will automatically fail the EDV review and may be subject to further action. The documentation required for each transaction and the process of submitting such documentation will be addressed in the upcoming EDV SOP and Toolkit.
3. The RPC EDV Team will have 35 days following receipt of the organization's submission to review each documentation package and confirm the plan-submitted transaction is valid and accurate per CMS Guidance.

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4. Upon completion of the entire month's EDV cycle, the RPC will report all findings to CMS Central Office for initial review. Shortly after Central Office's review, a final report with the results for each organization will be sent to the Regional Office Account Managers for final review and to address any follow-up action needed on negative findings.
5. Organizations may receive copies of their results from their Account Managers – not directly from the RPC. More information on this process will be explained in the forthcoming EDV SOP.

All organizations that have submitted activity via the MARx UI, or batch-submitted actions as described earlier in this memo, have been selected for the EDV process and should prepare to respond timely to the upcoming request-for-documentation email. We encourage organizations to arrange for the necessary resources (personnel, systems, etc…) to respond as required to the request for supporting documentation. The process to submit EDV responses, as well as the documentation necessary to support the action, will be very similar to that required when submitting a retroactive adjustment transaction or State and County Code (SCC) correction. If you are an organization that has never sent a retroactive adjustment or SCC correction transaction to the RPC, detailed instructions on how to submit PHI Information will be documented in the SOP. All organizations will be sent an announcement once we have posted the EDV SOP on our website at http://www.reedassociates.org/payvalMMCPV.php.

More detailed information on this new process will be posted to our website by October 7, 2011. However, should you have immediate questions please contact our Client Services Department at:

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Thank you,

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