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

DATE: October 20, 2016

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

FROM: Cheri Rice, Director
          Medicare Plan Payment Group

SUBJECT: Phase II MAO-004 Report Distribution

As noted in the July 8th HPMS Memo "Encounter Data Software Releases" and the August 3rd HPMS Memo, "Revised MAO-004 File Layout," CMS announced that it will distribute revised MAO-004 reports in the fall of 2016. This memo provides additional information on the schedule and process for distributing the revised MAO-004 report (Phase II MAO-004 Report).

The MAO-004 reports provide organizations with the diagnoses from encounter data and chart review records accepted by the Encounter Data Processing System (EDPS) that are eligible for risk adjustment. The revised reports will reflect both the revised layout, with updates on fields as specified in the August 3rd HPMS memo, as well as corrections made to the encounter data filtering logic processing.

CMS will begin distribution of the Phase II MAO-004 reports starting on or after October 22nd, 2016. As we have been doing, CMS will send a separate MAO-004 report for risk adjustment eligible diagnoses from encounter data records submitted in a month (for dates of service starting January 2014). For example, CMS will send a report with eligible diagnoses from encounter data submitted in January 2014, and another report with eligible diagnoses from encounters submitted in February 2014, etc.

CMS will send the backlog monthly reports one at a time starting the night of October 22nd through the 24th October, 2016 (from January 2014 through September 2016). File names will differ by the timestamp portion of the file naming convention. In order to determine the Month and Year of the submission date for which the MAO-004 Report has been generated, plans need to open the file and review the content.

After the historical reports have been distributed, CMS will continue to distribute MAO-004 reports on a monthly basis, on or about the 22nd of the month. Each monthly MAO-004 report

will contain data submitted in the previous month. For example, the October 2016 MAO-004 report will be distributed on or around November 22nd etc.

The file naming convention for the MAO-004 Report is as follows:

Gentran Mailbox/TIBCO MFT Internet Server: P.Rppppp.MAO004.Dyymmdd.Tttttttt

Connect:Direct (Mainframe): zzzzzzzz.Rppppp.MAO004.Dyymmdd.Ttttttttt

Connect:Direct (Non-Mainframe): [directory]Rppppp.MAO004.Dyymmdd.Ttttttttt,

Where:
- zzzzzzzz is the plan sponsor-provided high level qualifier
- ppppp is the contract number, representing the contract that the MAO-004 report is for
- 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
- ttttttt is the timestamp, representing the time the file was sent

Questions regarding the MAO-004 reports should be sent to RiskAdjustment@cms.hhs.gov.