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ForwardHealth

Trading Partner Testing Packet

Information in this ForwardHealth Trading Partner Testing Packet is provided to ForwardHealth trading partners who intend to exchange electronic health care transactions using ForwardHealth interChange.

ForwardHealth Trading Partners

ForwardHealth interChange is a transaction processing system used by ForwardHealth. All entities that currently exchange data with ForwardHealth, known as trading partners, will be required to register and test for connectivity and Health Insurance Portability and Accountability Act of 1996 (HIPAA) compliance with this system. This applies to any or all of the following programs: BadgerCare Plus, SeniorCare, Wisconsin Chronic Disease Program, Wisconsin Medicaid, and Wisconsin Well Woman Program.

This test packet is for trading partners who do *not* submit claims through Provider Electronic Solutions (PES) software. PES trading partners are individuals or entities that exchange data using the free HIPAA-compliant PES claim submission software. Trading partners submitting claims through PES should refer to the Provider Electronic Solutions Trading Partner Testing Packet at www.forwardhealth.wi.gov/.

To begin exchanging information with ForwardHealth interChange, all trading partners are required to complete a Trading Partner Profile, F-13043, at www.forwardhealth.wi.gov/.

Upon successful acceptance of the Trading Partner Profile, a trading partner will receive a nine-digit Trading Partner ID. In addition, trading partners will receive a separate letter with a nine-character personal identification number (PIN) and instructions on how to set up an account on the ForwardHealth Portal.

Once the account is set up, trading partners can begin the testing phase for ForwardHealth interChange.

Testing for Standard Trading Partners

Trading partners are required to follow these steps to become authorized to use ForwardHealth interChange:

1. Complete a Trading Partner Profile form online through the Portal at www.forwardhealth.wi.gov/. At the end of the Trading Partner Profile process the trading partner will be asked to agree to the terms of the Trading Partner Agreement, F-00446. Please read through the Trading Partner Agreement — the document can be downloaded to your desk top. The trading partner agrees to the Trading Partner Agreement by entering their name and e-mail address. Once the Trading Partner Profile has been completed and Trading Partner Agreement accepted, the trading partner will be assigned a nine-digit Trading Partner ID. In addition, trading partners will receive a separate letter with a unique nine-character PIN.
2. Register as an EDI user by establishing an account at www.forwardhealth.wi.gov/. The Trading Partner ID and PIN will be required to set up a secure account prior to exchanging transactions. While creating an EDI user account you will be asked to agree to the terms of the Electronic Use Agreement. After reading through the Trading Partner Electronic Use Agreement you agree to it by clicking on the “I Agree” box.
3. Change the environment indicator in interchange control segment 15 (ISA 15) to “T” in the trading partner’s claim submission software.
4. *Mandatory Testing:*
 - If applicable, create and submit 10 test claims for 837D (Health Care Claim: Dental) to test connectivity and HIPAA compliance with ForwardHealth interChange. ForwardHealth interChange Companion Guide to HIPAA Implementation Guide: X12 837D Health Care Claim, P-00263, located at www.forwardhealth.wi.gov/.
 - If applicable, create and submit 10 test claims for 837I (Health Care Claim: Institutional) to test connectivity and HIPAA compliance with ForwardHealth interChange. ForwardHealth interChange Companion Guide to HIPAA Implementation Guide: X12 837I Health Care Claim, P-00266, located at www.forwardhealth.wi.gov/.
 - If applicable, create and submit 10 test claims for 837P (Health Care Claim: Professional) to test connectivity and HIPAA compliance with ForwardHealth interChange. ForwardHealth interChange Companion Guide to HIPAA Implementation Guide: X12 837P Health Care Claim, P-00265, located at www.forwardhealth.wi.gov/.
 - If applicable, test the 270/271 (Health Care Eligibility/Benefit Inquiry and Information Response) batch transaction using 10 members. Please reference the ForwardHealth interChange Companion Guide to HIPAA Implementation Guide: X12 270/271 Eligibility, Coverage, or Benefit Inquiry and Response, P-00267, located at www.forwardhealth.wi.gov/.
 - If applicable, test the 276/277 (Health Care Claim Status Request/Response) batch transaction using 10 claim requests. Please reference the ForwardHealth interChange Companion Guide to HIPAA Implementation Guide: X12 276/277 Health Care Claims Status Request and Response, P-00270, located at www.forwardhealth.wi.gov/.
 - If applicable, test the 278 (Health Care Services Review — Request for Review and Response) batch transaction using 10 Prior Authorization requests. Please reference the ForwardHealth interChange Companion Guide to HIPAA Implementation Guide: X12 278 Health Care Services Review — Request for Review and Response, P-00293, located at www.forwardhealth.wi.gov/.

Optional Testing: Trading partners, except for trading partners exclusively using PES software, are able to pre-test the 837D, 837I, or 837P transactions using the ForwardHealth EDI Communed testing service. Trading Partners interested in pre-testing with the Communed testing service should refer to the Trading Partner area of the Portal at www.forwardhealth.wi.gov/ for pre-testing

instructions using the Division of Health Care Access and Accountability EDI CommuniDi testing service.

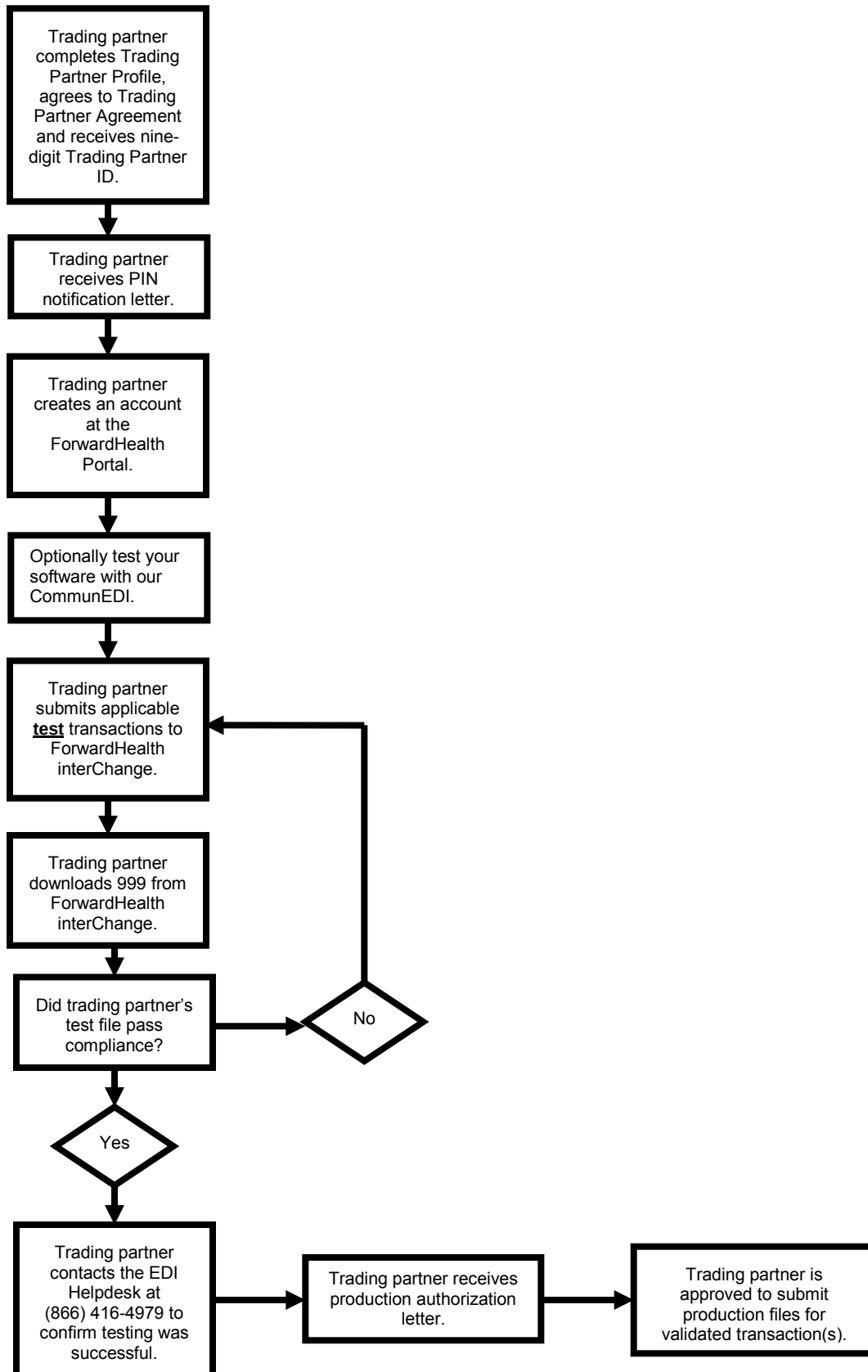
5. Download a Functional Acknowledgement (999) for the test transactions submitted. If the trading partner does not receive a 999 indicating the file was accepted or receives a TA1 Interchange Acknowledgement (TA1) file rejection, the trading partner will not be authorized for ForwardHealth interChange and must retest until an "accepted" 999 is received.

Download the 999. The 999 is available within two hours of a successful transmission. If the trading partner does not receive a 999 or a TA1, the trading partner should contact the EDI Helpdesk at (866) 416-4979 for assistance.

Contact the EDI Helpdesk at (866) 416-4979 for validation that the trading partner has received an "accepted" 999 and can connect successfully to ForwardHealth interChange. Trading partners will receive a production authorization letter notifying them that the transaction sets for which they tested are approved. Production transactions will be accepted on and after October 15, 2011. Production transactions submitted prior to October 15, 2011, will not be processed and will need to be resubmitted after that date.

6. Once testing is complete and the trading partner has received the production authorization letter, the trading partner must change the environment indicator in interchange control segment 15 (ISA 15) to "P."

Trading Partner Testing Flowchart



Testing Checklist

Use the following checklist to track completion of the requirements for trading partner testing.

Complete?	Testing Requirement
Documentation Completion	
☐	Complete Trading Partner Profile and receive nine-digit Trading Partner ID.
☐	Receive letter containing PIN.
Registration	
☐	Complete EDI user registration by setting up an account at www.forwardhealth.wi.gov/ . Agree to Trading Partner Agreement.
Setup for testing	
☐	Change the environment indicator in interChange control segment 15 (ISA 15) to "T" in the trading partner's submission software.
Testing	
Submit or receive test file(s) to www.forwardhealth.wi.gov/ for <i>applicable</i> transaction(s):	
☐	005010X279A1 — Health Care Eligibility Benefit Inquiry and Response (270/271).
☐	005010X224A2 — Health Care Claim: Dental (837).
☐	005010X223A2 — Health Care Claim: Institutional (837).
☐	005010X222A1 — Health Care Claim: Professional (837).
☐	005010X212 — Health Care Claim Status Request & Response (276/277).
☐	005010X217 — Health Care Service Review — Request for Review & Response (278).
Acceptance	
☐	Download an "accepted" 999 Functional Acknowledgement.
Communication	
☐	Call the EDI Helpdesk at (866) 416-4979 to confirm that testing was successful.
☐	Receive letter indicating authorization to exchange production data through ForwardHealth interChange.
Setup for production	
☐	Change the environment indicator in interChange control segment 15 (ISA 15) to "P" in the trading partner's submission software.

Frequently Asked Questions

I am a provider submitting through a third-party vendor. Do I need to complete the Trading Partner Profile?

No. Only entities exchanging data directly with ForwardHealth are required to complete the Trading Partner Profile. The third-party vendor, an entity that submits transactions on behalf of the provider, will be required to complete the Trading Partner Profile.

I am a third-party (billing service/clearinghouse) vendor who submits directly to ForwardHealth through my own software. Do I need to complete the Trading Partner Profile?

Yes. Entities exchanging data directly with ForwardHealth are required to complete the Trading Partner Profile.

I am a provider who wishes to authorize a third-party vendor to receive my 835 Health Care Claim Payment/Advice (835). Do I need to complete any documentation?

Yes. Providers who wish to authorize a third party to receive the 835 will be required to complete the Trading Partner 835 Designation form, F-13393, available electronically (or on paper, upon request). On the Trading Partner 835 Designation form, the provider designates who is authorized to download the 835 information.

I am a provider who wishes to receive the 835. Do I need to complete any documentation?

Yes. Providers who wish to receive the 835 are considered trading partners and are required to complete the Trading Partner Profile

Providers should then complete a Trading Partner 835 Designation for each separate provider certification, indicating their own Trading Partner identification number as the designee.