To:

All Providers

HMOs and Other
   Managed Care
   Programs

Wisconsin Medicaid electronic claims submission deadlines and holiday schedule for 2003

Wisconsin Medicaid accepts electronic claims according to a standard submission schedule, except on holidays. Wisconsin Medicaid will be closed for business in recognition of certain holidays occurring in 2003 and early 2004. Both the electronic claims submission and holiday schedules are provided in the Attachment of this *Wisconsin Medicaid and BadgerCare Update*.

Electronic claims submission schedule

Wisconsin Medicaid processes claims received throughout the week during the weekend processing cycle. The deadlines for submitting various types of electronic claims for weekend processing are in the Attachment of this *Wisconsin Medicaid and BadgerCare Update*.

Note: Processing may be delayed for tapes, cartridges, or transmissions that are damaged or contain bad data.

Wisconsin Medicaid 2003-2004 holiday schedule

Wisconsin Medicaid will be closed for business in recognition of certain holidays occurring in 2003 and early 2004. Refer to the Attachment for a list of these dates.

Wisconsin Medicaid will not accept electronic claims received on Thursday, November 27 and Friday, November 28, 2003, due to the Thanksgiving holiday. Electronic claims must be received by Wednesday, November 26, 2003, to be included in the processing cycle that weekend.

Providers who use a vendor or clearinghouse for electronic claims submission purposes should contact them for their holiday schedule.

New dial-up and Internet access lines available October 13, 2003

The new dial-up and Internet access lines to Division of Health Care Financing (DHCF) Electronic Data Interchange (EDI) will be open October 13, 2003, at 8:00 a.m. Both lines will be available Monday through Friday from 8:00 a.m. to 5:00 p.m., excluding holidays.

For more information

Providers with questions about electronic claims should call the DHCF EDI helpdesk at (608) 221-9036, or e-mail *wiedi@dhfs.state.wi.us.*

For questions about paper claims, providers should call Provider Services at (800) 947-9627 or (608) 221-9883.

Information regarding Medicaid HMOs

This *Update* contains Medicaid fee-for-service policy and applies to providers of services to recipients on fee-for-service Medicaid only. For Medicaid HMO or managed care policy, contact the appropriate managed care organization. Wisconsin Medicaid HMOs are required to provide at least the same benefits as those provided under fee-for-service arrangements.

ATTACHMENT
Wisconsin Medicaid electronic claims submission and holiday schedules

Electronic claims submission schedule for 2003	
Types of electronic claims submission	**Deadlines for weekend processing**
Dial-up (RAS) and Internet	Fridays by 5:00 p.m.*
3480, 3490, and 3490E cartridges	Thursdays by 3:00 p.m.*

* Holiday exception — If a week ends with a holiday, all claims received by 5:00 p.m. on the last business day before the holiday will process in the weekend cycle. Support staff will not be available on holidays.

Wisconsin Medicaid Electronic Data Interchange holiday schedule*		
Date closed for business	**Day of the week**	**Holiday observed**
November 27, 2003	Thursday	Thanksgiving Day
November 28, 2003	Friday	Thanksgiving
December 24, 2003	Wednesday	Christmas Eve
December 25, 2003	Thursday	Christmas Day
December 31, 2003	Wednesday	New Year's Eve
January 1, 2004	Thursday	New Year's Day

* Wisconsin Medicaid will be closed for business on the holidays listed in this table.