

Affected Programs: BadgerCare Plus, Medicaid
To: All Providers; HMOs and Other Managed Care Programs

Designating a Trading Partner to Receive 835 Health Care Claim Payment/Advice Transactions

This *ForwardHealth Update* informs providers that beginning in August 2008, they may log into the ForwardHealth Portal to designate a trading partner(s) to receive 835 Health Care Claim Payment/Advice transactions effective with the implementation of ForwardHealth interChange.

ForwardHealth interChange

In October 2008, the Department of Health Services (DHS) will implement ForwardHealth interChange, which replaces Wisconsin's existing Medicaid Management Information System (MMIS).

ForwardHealth interChange will be supported as part of the State's new fiscal agent contract with EDS. With ForwardHealth interChange, providers and trading partners will have more ways to verify member enrollment and submit electronic claims, adjustments, and prior authorization requests through the secure ForwardHealth Portal. Refer to the March 2008 *ForwardHealth Update* (2008-24), titled "Introducing ForwardHealth interChange, a New Web-Based Information System for State Health Care Programs," for an overview of the implementation and a more detailed outline of the many business process enhancements and added benefits the new system and fiscal agent contract will provide.

All current providers must designate a trading partner to receive their 835 Health Care Claim Payment/Advice transaction (835) for ForwardHealth interChange. Current trading partner designation will not be

converted from current MMIS to ForwardHealth interChange.

Providers who wish to submit their 835 designation via the Portal are required to create and establish a provider account to have access to the secure area of the Portal. For detailed instructions on how to do this, refer to the July 2008 *ForwardHealth Update* (2008-124), titled "Establishing a Provider Account on the ForwardHealth Portal."

For a general overview of the Portal, refer to the July 2008 *Update* (2008-94), titled "Introducing the ForwardHealth Portal."

Designating a Trading Partner on the Portal

Beginning August 18, 2008, providers will be able to designate a trading partner to receive 835 transactions via the ForwardHealth Portal effective with the implementation of ForwardHealth interChange.

To designate a trading partner to receive their 835 transactions, providers must first establish a provider account on the Portal and then complete the following steps:

1. Access the Portal at www.forwardhealth.wi.gov/ and log into their secure account by clicking the "Provider" link/button.

2. Click on the “Designate 835 Receiver” link on the right-hand side of the secure home page.
3. Enter the identification number of the trading partner that is to receive the 835 in the “Trading Partner ID” field.
4. Click **Save**.

Notes: All Medicaid-certified providers are required to complete and submit a new Wisconsin Medicaid Program Provider Agreement in order to conduct business via the Portal. Providers may have completed a new provider agreement either during recertification in the fall of 2007 or during recertification in 2008. Other providers may have received a mailing from Wisconsin Medicaid requesting them to sign a new provider agreement.

Providers who are unable to use the Portal to designate a trading partner to receive 835 transactions may call the Electronic Data Interchange Helpdesk at (866) 416-4979 or e-mail VEDSWIEDI@wisconsin.gov to request the paper form.

Revised 835 Companion Document

The X12 835 Health Care Claim Payment/Advise Companion Document has been revised and is available on the Trading Partner area of the Portal. Companion documents highlight information that trading partners will need to successfully exchange HIPAA-compliant electronic transactions with ForwardHealth and complements the national HIPAA Implementation guidelines.

Definition of a Trading Partner

A trading partner is defined as a covered entity that exchanges electronic health care transactions as mandated by the Health Insurance Portability and Accountability Act of 1996. Therefore, the DHS considers the following covered entities to be its trading partners:

- Billing providers who exchange electronic transactions directly with the DHS.
- Billing services and clearinghouses that exchange electronic transactions directly with the DHS on behalf of a billing provider.

The *ForwardHealth Update* is the first source of program policy and billing information for providers.

Wisconsin Medicaid, BadgerCare Plus, SeniorCare, and Wisconsin Chronic Disease Program are administered by the Division of Health Care Access and Accountability, Wisconsin Department of Health Services (DHS). Wisconsin Well Woman Program is administered by the Division of Public Health, Wisconsin DHS.

For questions, call Provider Services at (800) 947-9627 or visit our Web site at dhs.wisconsin.gov/forwardhealth/.

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