

TED - VOUCHER PREPARATION, CHECK RELEASE AUTHORIZATION AND PAYMENT INTEGRITY

1.0. VOUCHER TRANSMISSION REQUIREMENTS

Vouchers shall be transmitted to TMA by 10 a.m. Eastern Time in order to receive authorization from CRM to release payments the next business day ([paragraph 3.0.](#)). The contractor shall ensure that the voucher header information transmitted to TMA agrees with the TED submitted thereafter. If differences exist between the two, the voucher will be rejected as out-of-balance and returned to the submitting contractor. The ASAP Account ID number shall be used in the voucher header or the voucher will be rejected.

2.0. APPROVAL AND RELEASE OF PAYMENTS

Approval and release of payments shall be done in accordance with the procedures defined in [Chapter 3, Section 2, paragraph 5.0.](#)

3.0. CHECK REPORTING REQUIREMENTS

Check reporting shall be done in accordance with the procedures defined in [Chapter 3, Section 2, paragraph 8.0.](#)

4.0. FINANCIAL EDITING OF DETAIL CLAIMS DATA

4.1. The TED system allows for the categorization of claim errors based on the type or classification error failed during the edit process. TMA, CRM will use the edits specified in the TRICARE Systems Manual, [Chapter 2, Section 9.1](#), Financial Edits, to determine the propriety of payments. TED records that fail the Financial Edits specified in the TRICARE Systems Manual, [Chapter 2, Section 9.1](#) will be “flagged” by CRM as inadequate payment information.

4.2. The contractor shall correct the claims flagged by CRM within 90 calendar days. If not corrected in 90 days, CRM will send a demand letter requiring resolution or reimbursement for all claims identified through TEDs as edit failures. The contractor shall respond within 30 calendar days as to why the claim(s) in question cannot be corrected. If resolution cannot be reached between CRM and the contractor, the total amount of improper payments still in dispute and any associated administrative claim payment amounts (if applicable) will be collected by CRM. The contractor shall take no recourse against TRICARE beneficiaries or providers without prior TMA approval.

4.3. The procedures specified in [paragraphs 4.1.](#) and [4.2.](#) only apply to CRM “flagged” edit failures as specified in the TRICARE Systems Manual, [Chapter 2, Section 9.1](#). All other edit failures will be subject to the incentive/disincentive procedures specified in the contract.

5.0. VOUCHER INTEGRITY

Voucher header and detail amounts transmitted to TMA by the contractor become “fixed” data elements in the finance and accounting system for purposes of control and integrity. Corrections or adjustments to reported (payment) amounts must be accomplished on separate voucher transmissions. Voucher submissions (non-financially underwritten payments) later determined to be financially underwritten benefits shall be corrected using the voucher process to reverse the submission and resubmitted under the batch process and vice versa (see the TRICARE Systems Manual, [Chapter 2, Section 1.1, paragraph 3.4.7.](#)).

6.0. INTEREST PAYMENTS

6.1. The contractor shall pay interest on claims that have not been processed to timely completion in accordance with TRICARE Systems Manual, [Chapter 3, Section 1.4](#) Interest payments shall only be paid on claims with addresses within the United States and shall be made as follows:

6.1.1. The contractor shall include interest in the benefit check/EFT regardless of who is fiscally responsible for the interest payment. Fiscal responsibility shall be determined in accordance with TRICARE Systems Manual, [Chapter 3, Section 1.4](#).

6.1.2. Interest penalty payments and reasons for interest penalty shall be reported on the TED submission in a separate field as specified in the TRICARE Systems Manual, [Chapter 2, Section 2.3](#). Total interest paid shall **not** be included in the “Total Government Dollars Paid” field. The “Total Amount Paid” reported on the voucher header record shall equal the dollar amount of payments (which will be a combination of “Total Government Dollars Paid” and “Interest Payment”) against the non-financially underwritten bank account.

6.2. Monthly, no later than the 15th calendar day, the TMA, CRM will reconcile the TED record submissions to determine the interest payment amounts and the responsible party (based on the code used in Interest Reason Field). Based on the results of the reconciliation TMA, CRM will either pay or bill the contractor. The reconciliation shall be based on TED records received during the month as initial submissions only.

7.0. PAYMENT SUSPENSION AND TED PROCESSING DURING PARTIAL FUNDING SHORTAGES

7.1. TMA received many types of funding in order to accomplish our mission of delivering quality health care to our beneficiaries. Some of the funding TMA receives may be restricted in use to a specific federal agency, military department and/or to a particular health care program. Funding for these special purpose programs may run out before funding for other TMA programs. Therefore, the contractor shall have the ability to suspend claims payment and the associated submission of institutional TEDS records or non-institutional TED line item(s) to TMA based on values contained in the following TED record fields:

- Service Branch Classification Code (Sponsor), SBCC - As specified in the TRICARE Systems Manual, [Chapter 2, Section 2.8](#).

TRICARE OPERATIONS MANUAL 6010.51-M, AUGUST 1, 2002

CHAPTER 3, SECTION 3

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- Enrollment/Health Plan Code (E/HPC) - As specified in the TRICARE Systems Manual, [Chapter 2, Section 2.5](#).
- Special Processing Code (SP) - As specified in the TRICARE Systems Manual, [Chapter 2, Section 2.8](#).

7.2. The suspension of claims payment and TED records may be based on a single value (e.g., SBCC=A) or a combination of values (e.g., SBCC=A & E/HPC=SR). Suspension of TED records (institutional) or TED line items (non-institutional) containing specific values shall be implemented by the contractor within five workdays after receiving notification from their TMA Contracting Officer (CO). On the sixth workday, TMA, CRM shall implement immediate payment offset (based on TIN associated with ASAP account check drawn from) against contractor invoices of any amounts paid by the contractor from their non-financially underwritten bank account(s) for institutional TED records or non-institutional TED line items containing suspended value(s). The contractor shall NOT, without prior CO approval, initiate payment offset against any provider or beneficiary for payments made against suspended transactions and offset by TMA, CRM on contractor invoices.

7.3. For ALL suspended transactions, the contractor shall hold the claim information until receiving instructions from their TMA Contracting Officer to do otherwise. The contractor shall not rejected the claims or return any information to the providers or beneficiaries unless instructed by their TMA Contracting Officer. Once the contracting officer lifts the TED data submission restriction, the contractor may submit all withheld TED data on the next appropriate (batch/voucher) data submission to TMA. In addition, TMA will reimburse the contractor (without interest) for any invoice payment offsets done for TED suspended transaction that have not been recouped by the contractor.

