

MCSC TO MCSC TRANSITION GUIDE

DATES	OUTGOING MCSC	TMA	INCOMING MCSC
Contract Award Through Start of HCD	Continues to use the DCS to resolve potential duplicate claim sets.	Loads identifying and other information regarding the incoming MCSC, the contract and region into the DCS. 30 - 45 days prior to the start of HCD, TMA installs DCS software and trains the incoming MCSC staff on the use of the DCS.	Purchases, configures and tests computer hardware, software and communications links required to operate the DCS no later than 60 days prior to the start of HCD.
Start of HCD Through The Last Day of The Third Month Following The Start of HCD (3 months)	Continues to use the DCS to resolve potential duplicate claim sets.	TMA begins the ongoing process of identifying and loading potential duplicate claim sets associated with the incoming MCSC. Within 60 days following HCD, TMA prepares a "mass change" specification form which is to be executed on the first day of the fourth month after HCD, for a "mass change" to transfer all potential duplicate claim sets involving non-financially underwritten claims from the outgoing MCSC's DCS to the incoming MCSC's DCS.	Incoming MCSC begins using the DCS to resolve identified potential duplicate claim sets "owned" by the incoming MCSC.
Note: This schedule shall be incorporated into the transition plans for the outgoing MCSC and the incoming MCSC. Actual dates shall be established in the transition plans.			

TRICARE OPERATIONS MANUAL 6010.51-M, AUGUST 1, 2002

CHAPTER 9, ADDENDUM D

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DATES	OUTGOING MCSC	TMA	INCOMING MCSC
<p>Last Day of The Third Month Following The Start of HCD</p>	<p>At the close of business, the outgoing MCSC shall cease researching <u>non-financially underwritten</u> <i>Open</i> claim sets and initiating <u>new</u> recoupments associated with <u>non-financially underwritten</u> duplicate claim payments. The outgoing MCSC shall also cease entering refund data and linking adjustment data in the DCS for <i>Pending</i> and <i>Validate</i> <u>non-financially underwritten</u> claim sets.</p> <p>The outgoing MCSC shall continue using the DCS to perform all DCS functions for claim sets associated with <u>financially underwritten</u> claims including researching <i>Open</i> claim sets, initiating new recoupments, entering refund data and linking adjustment data.</p>		<p>Continues researching and resolving potential duplicate claim sets.</p>
<p>First Day of The Fourth Month Following HCD</p>	<p>Beginning on the first day of the fourth month following HCD, refund checks received and offsets taken for recoupments associated with <u>non-financially underwritten</u> duplicate claims payments and recoupment files associated with in progress <u>non-financially underwritten</u> duplicate claim recoupments shall be processed and forwarded to the incoming MCSC in accordance with the Financial Procedures in the Transition Plan, the contract, and the Operations Manual.</p>	<p>A “mass change” is initiated transferring all of the outgoing MCSC’s <u>non-financially underwritten</u> DCS data to the incoming MCSC’s DCS.</p>	<p>Outgoing MCSC’s <u>non-financially underwritten</u> DCS data appears on the incoming MCSC’s DCS.</p> <p>Incoming MCSC begins performing DCS research, recoupment, and resolution functions on <u>non-financially underwritten</u> potential duplicate claim sets transferred from the outgoing MCSC as well as continuing to resolve their own duplicate claim sets.</p>
<p>Note: This schedule shall be incorporated into the transition plans for the outgoing MCSC and the incoming MCSC. Actual dates shall be established in the transition plans.</p>			

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DATES	OUTGOING MCSC	TMA	INCOMING MCSC
<p>First Day of The Fourth Month Through The Last Day of HCSR Submissions For The Outgoing MCSC (as defined by the transition schedule)</p>	<p>The outgoing MCSC shall continue using the DCS to perform all DCS functions for claim sets associated with financially underwritten claims including researching <i>Open</i> claim sets and initiating new recoupments.</p> <p>The outgoing MCSC shall have moved 100% of all <i>Open</i> DCS claim sets to a <i>Pending, Validate, or Closed</i> status by the last day of HCSR submissions (as defined by the transition plan).</p>	<p>TMA prepares to have the outgoing MCSC's passwords deleted from the DCS effective on the first day following the last day of HCSR submissions for the outgoing MCSC (as defined by the transition schedule).</p> <p>TMA shall generate monthly reports showing the status of the outgoing MCSC's network claim sets.</p>	<p>Continues to research and resolve potential duplicate claim sets appearing on the DCS.</p> <p>By the last day of the sixth month following HCD, the incoming MCSC shall have completed the required research and have moved a sufficient number of <i>Open</i> sets to a <i>Pending, Validate, or Closed</i> status to ensure compliance with DCS performance standards which become effective for the incoming MCSC on first day of the seventh month following HCD.</p>
<p>First Day of The Seventh Month Following HCD</p>		<p>Generates DCS reports to verify that the incoming MCSC is in compliance with performance standards.</p>	<p>The DCS performance standards shall be in effect (see Chapter 1, Section 3, paragraph 6.0 for the DCS performance standards).</p>
<p>Last Day of HCSR Submissions For The Outgoing MCSC (as defined by the transition schedule)</p>	<p>By the close of business, the outgoing MCSC shall generate any DCS reports it wishes for its records.</p>		<p>Continues to research and resolve potential duplicate claim sets appearing on the DCS.</p>
<p>First Day Following The Last Day of HCSR Submissions For The Outgoing MCSC (as defined by the transition schedule)</p>	<p>Outgoing MCSC can no longer access the DCS.</p>	<p>Outgoing contractor's DCS passwords are deleted.</p> <p>TMA generates DCS management reports showing the status of all DCS sets owned by the outgoing MCSC.</p> <p>TMA will change the Responsible FI of all claims from the outgoing contractor to FI 99.</p> <p><i>Open</i> claim sets owned by FI 99 are moved to a <i>Closed</i> status. <i>Pending</i> claim sets owned by FI 99 are moved to a <i>Validate</i> status.</p>	<p>Continues to research and resolve potential duplicate claim sets appearing on the DCS.</p>
<p>Note: This schedule shall be incorporated into the transition plans for the outgoing MCSC and the incoming MCSC. Actual dates shall be established in the transition plans.</p>			

