

How to Setup Express Plus to Connect to CEDI

Effective in 2008, the National Government Services, Inc. (NGS) Common Electronic Data Interchange (CEDI) became the common front for all durable medical equipment (DME) electronic transactions. With CEDI, you will send all claims to one location. CEDI will determine the appropriate DME MAC Jurisdiction to send the claims to based on the beneficiary address on the claim.

All DME Express Plus users must have be using version 4.3.8 or a more current version of the Express Plus software and made the necessary changes described in this document to their Express Plus software to connect and exchange electronic transactions with the NGS CEDI.

You will receive all Front End Error Reports from CEDI including Level 1 TA1, 997 and a GenResponse Report. The GenResponse report will indicate the DME MAC Jurisdiction where your claims were sent for pre-pass editing. You will then receive the DME MAC pre-pass edit report from CEDI showing the claims accepted and rejected. Any claims that reject on the DME pre-pass edit report will need to be restored, corrected and resubmitted to CEDI.

Listed below are the contractor codes for the DME MAC Jurisdictions and the states they for which they process beneficiaries claims.

<u>DME MAC</u>	<u>Contractor Code</u>	<u>Process Claims for These States</u>
Jurisdiction A	16003	Connecticut, Delaware, District of Columbia, Maine, Maryland, Massachusetts, New Hampshire, New Jersey, New York, Pennsylvania, Rhode Island, Vermont
Jurisdiction B	17003	Illinois, Indiana, Kentucky, Michigan, Minnesota, Ohio, Wisconsin
Jurisdiction C	18003	Alabama, Arkansas, Colorado, Florida, Georgia, Louisiana, Mississippi, New Mexico, North Carolina, Oklahoma, Puerto Rico, South Carolina, Tennessee, Texas, Virgin Islands, Virginia, West Virginia
Jurisdiction D	19003	Alaska, Arizona, California, Guam, Hawaii, Idaho, Iowa, Kansas, Missouri, Montana, Nebraska, Nevada, North Dakota, Oregon, South Dakota, Utah, Washington, Wyoming, Mariana Islands, American Samoa

The instructions on the following pages will guide you through the steps to update your Express Plus communications software to be able to connect with CEDI.

If you experience any problems updating your Express Plus communications or if you have any questions, please contact the CEDI Help Desk at:

ngs.cedihelpdesk@wellpoint.com

- OR -

866-311-9184

The CEDI Help Desk is available from 9:00 a.m. to 7:00 p.m. (ET) Monday through Friday.

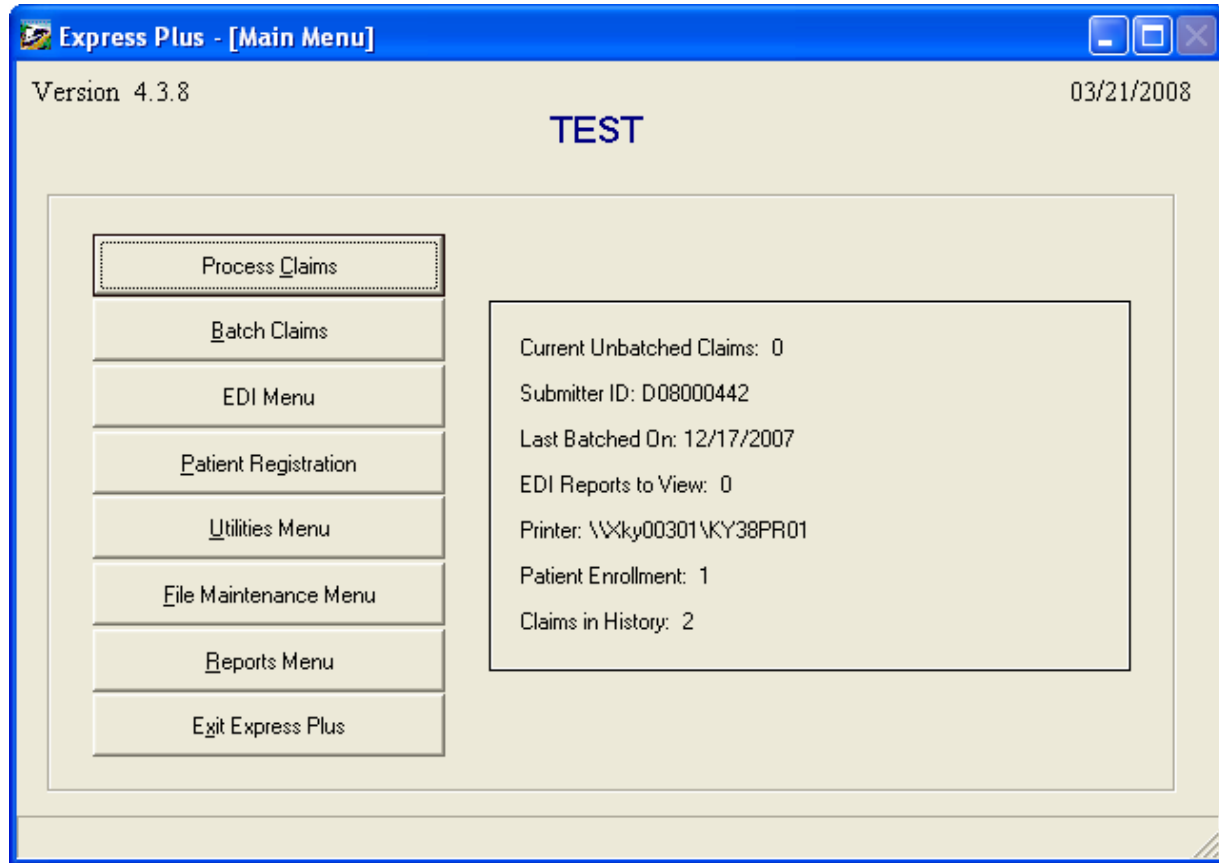
All DME MAC Jurisdictions' EDI Front Ends are no longer be available. All Express Plus users must connect to the CEDI front end to send and receive electronic transactions.

Jurisdiction D users MUST follow these instructions first.

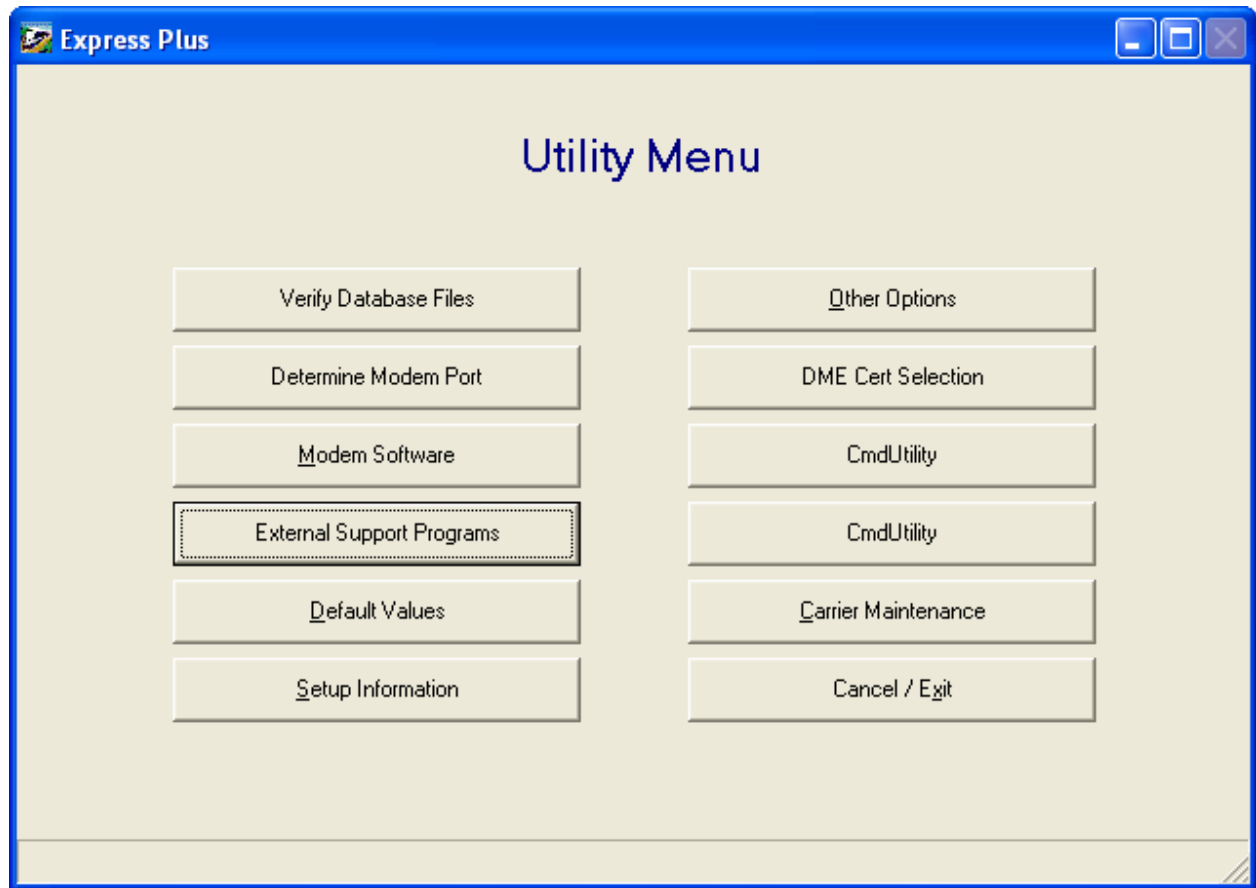
For Jurisdiction D users, you will now have the “EDI Menu” button enabled and will use this to send and receive files with CEDI.

Jurisdiction A and Jurisdiction B Users – Go to page 6.

Open Express and select “Utilities”



From the "Utilities" Menu, select "External Support Programs"



On the “External Support Programs / Commands” screen, enter the information as shown on the following screen print and click on “Save”.

You can now proceed to the next step to setup the scripts to communicate with CEDI.

Express Plus - [External Support Programs / Commands]

Modem Software : newcomm.exe

Send Claims : newcomm.exe sendz.scr

Receive Reports : newcomm.exe recvz.scr

Receive Remits : newcomm.exe payz.scr

Backup Data :

Restore Data :

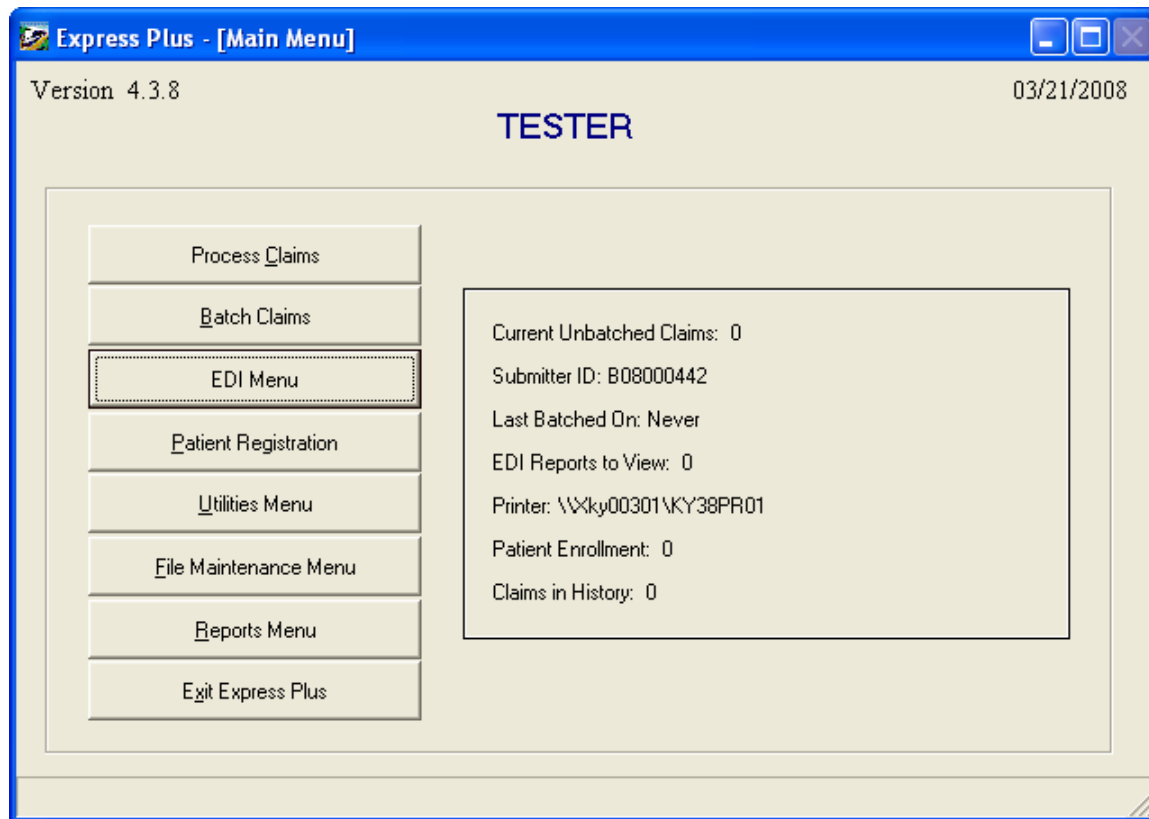
Save Exit

INSTRUCTIONS FOR ALL EXPRESS PLUS USERS

Contact the CEDI Help Desk via email at ngs.cedihelpdesk@wellpoint.com to obtain the dial-in number you will need to connect to CEDI and also your initial password to login into CEDI. You will need to provide your Trading Partner/Submitter ID (for example, A08123456) and the name of your company. The CEDI Help Desk will respond via email with the dial-in number and the initial password you will use to login to CEDI.

If you also submit Medicare Part B claims to National Government Services, you will also need to obtain the dial in number for the MedB EDI front end and make sure you have both numbers available when you need to send DME and Medicare Part B claims. Instructions on how to send both National Government Services Medicare Part B and DME claims are on page 9 of these instructions.

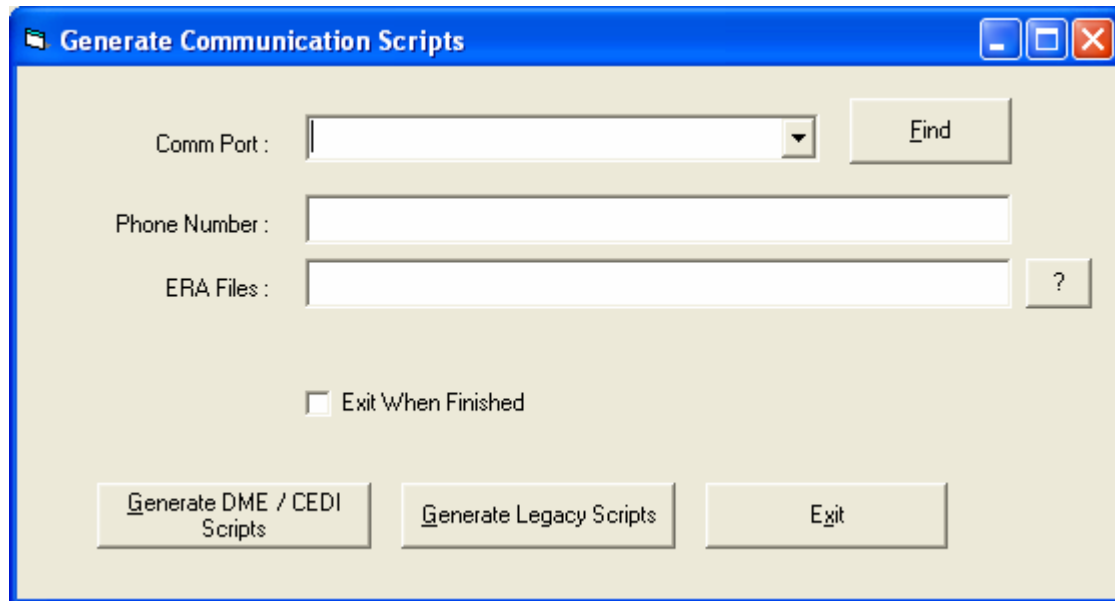
From the Express Main Menu and select "EDI Menu"



Select "Generate Modem Scripts"



The “Generate Communication Scripts” screen will display.



- In the “Comm Port” field, enter the click on the arrow to select the communications port for your modem.
- In the “Phone Number” field, enter the CEDI phone number provided by the CEDI Help Desk.
 - If you need to dial a “9” for an outside line, enter the CEDI phone number as **9, 1-###-###-####**
- In the “ERA Files” field, enter the location where ERA files should be downloaded to if you receive ERAs from CEDI
- Click on “Generate DME / CEDI Scripts”

***** THE “GENERATE LEGACY SCRIPTS” OPTION CAN ONLY BE USED BY JURISDICTION B EXPRESS PLUS USERS.** This option will allow you to create the old scripts used to connect, send claims and receive files with the National Government Services EDI front end. This should only be used by Jurisdiction B DME claims submitters if you have problems with CEDI communications that cannot be resolved by the CEDI Help Desk.

If you currently use Express Plus to send BOTH DME and Medicare Part B claims to National Government Services, you will need to do the following to ensure the claims are submitted to the correct EDI front end.

1. Enter only claims for one line of business (DME or MedB).
2. Batch the claims.
3. If you are sending DME claims:
 - a) Access the EDI Menu from the Express Plus Main Menu.
 - b) Select “Generate Modem Scripts”.
 - c) On the “Generate Communication Scripts” screen, make sure the phone number displayed is the CEDI phone number.
 - d) If not, change the phone number.
 - e) Click on “Generate DME / CEDI Scripts”.
 - f) You will now be back at the EDI Menu and can select the option to send and/or receive DME electronic files with CEDI.
4. If you are sending Medicare Part B claims:
 - a) Access the EDI Menu from the Express Plus Main Menu.
 - b) Select “Generate Modem Scripts”.
 - c) On the “Generate Communication Scripts” screen, make sure the phone number displayed is the number for the Medicare Part B front end..
 - d) If not, change the phone number.
 - e) Click on “Generate Legacy Scripts”.
 - f) You will now be back at the EDI Menu and can select the option to send and/or receive electronic Medicare Part B files.

Jurisdiction C and Jurisdiction D Express Plus Users – If you experience problems with the CEDI communications and have been advised by the CEDI Help Desk to use your previous method of connecting to the Jurisdiction’s EDI front end, you may go back to that method.