



State of New Jersey
Department of Human Services
Division of Medical Assistance & Health Services

NEWSLETTER

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To: NJ Medicaid Providers Currently Submitting Claims on Paper

Subject: New Secure Internet Based Claim Submission Process via Direct Data Entry (DDE)

Effective: September 1, 2010

Purpose: To notify providers that New Jersey Medicaid claims can be submitted directly via the NJMMIS Website.

Background: In an effort to reduce paper dependency and to expedite the claim turnaround time by eliminating manual handling, the New Jersey Division of Medical Assistance and Health Services (DMAHS), in conjunction with its fiscal agent, will begin accepting individual claims directly through the NJ Medicaid website, www.njmmis.com. This new claim submission process will allow NJ Medicaid Providers to enter claim specific data utilizing electronic versions of the paper claim forms. The initial phase of this project will support claims that do not require attachments or supporting documentation except for Medicare Crossover claims. Medicare Crossover claims that have been previously paid by Medicare, can be submitted through this new function without the need for Medicare's Explanation of Medicare Benefits (EOMB). Third Party Liability (TPL) claims that have been previously paid by the TPL vendor can also be submitted through this process without the carrier's Explanation of Benefits (EOB), but they must pass a reasonability test. TPL claims that do not satisfy a reasonability test or have been denied by a third party and any Medicare claims that have been denied, can not be submitted through this process and will require that a paper claim be submitted with the denial EOB attached.

Action: To access the Claims Submission area of the NJMMIS website, providers will be required to use their secure Username and Password. Claim submissions are limited to the associated provider identification number at the time of login. Providers who select this type of claims submission should access the NJMMIS website, log on to the secure area and select "Submit DDE Claim" in the left navigation bar to access the claim form menu. Providers should then select the specific claim form for submission from the list of available forms.

The following claims formats will be available for submission:

- CMS1500 Health Insurance Claims
- CMS1500 with Medicare Crossover Detail
- MC-9 Optical Appliances Claims
- MC-9 Optical with Medicare Crossover Detail
- ADA Dental Claims
- MC-19 EPSDT Claims
- UB-04 Inpatient, Outpatient, Home Health Claims
- UB-04 with Medicare Crossover Detail
- MC-12 Transportation Claims
- MC-12 with Medicare Crossover Detail

The claims formats will be similar to the hardcopy paper claim forms. Only data required for adjudication will be required for data entry. Providers will be prompted to enter required fields.

When the claim is successfully submitted you will receive the Internal Control Number (ICN) as a confirmation number. Please retain this number for your records. We also encourage that you print a hardcopy of the DDE claim for your records. Although the claim has been submitted it will not be adjudicated until the weekly adjudication cycle is completed at the end of the week. If you have questions about the claim, please wait until it appears on your Remittance Advice before calling Provider Services (1-800-776-6334). The claim information will not be available to Provider Services until the claim has been adjudicated and posted to the system.

Claims submitted by 5:00 PM on Wednesday will appear on your next weeks Remittance Advice.

The Molina Medicaid Solutions Provider Services Training Unit will provide comprehensive Direct Data Entry training to the provider community. Specific training dates will be announced. Direct Data Entry training documentation will also be available on the NJMMIS Website. The training sessions will be held at Molina Medicaid Solutions, provider locations, and other locations throughout the State of New Jersey. For inquiries or to register for training after the dates have been communicated, contact the Molina Medicaid Solutions Provider Services Call Center at 1-800-776-6334.

All information for completing the electronic version of the claim forms for New Jersey Medicaid can be found in the Fiscal Agent Billing Supplements. The revised Fiscal Agent Billing Supplement can be found at www.njmmis.com by clicking on "Billing Supplements" on the left navigator bar. You must then use the drop down box to select provider type and submit request.

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