DEPARTMENT OF HEALTH CARE SERVICES
California Advancing and Innovating Medi-Cal (CalAIM)

Encounter Data Submission Process for Safety Net Clinics (SNCs) Requesting Pay-for-Performance (P4P) Payments

Participation in the Electronic Data Interchange (EDI) program begins following completion of EDI enrollment forms and performance of EDI testing.

All direct submitters and clearinghouses are required to pass a test phase conducted by the dental fiscal intermediary (Gainwell Technologies, LLC) and is designed to certify that:

- Submitter successfully connects Secure File Transfer Protocol (SFTP) links with the EDI facility
- Submitter data conforms to required data formatting and editing specifications
- Submitter can receive reports and data

If not previously certified to submit encounter data to Medi-Cal Dental, all direct submitters and clearinghouses are required to successfully complete preliminary and certification testing that must be approved by DHCS before any testing can begin. The provider, vendor or clearinghouse representative notifies EDI Support at Medi-CalDentalEDI@gainwelltechnologies.com of their readiness to begin testing. EDI Support coordinates the testing with Gainwell.

Step 1: Electronic Data Interchange (EDI) Setup Process If Submitting Electronic Encounter Data

Submitters (SNCs' or Clearinghouses) must complete and submit the Medi-Cal Dental Telecommunications Provider and Biller Agreement/Application to the DHCS Dental Inbox (Dental@dhcs.ca.gov) or to the address listed below, unless there is an existing EDI application on file with Medi-Cal.

Medi-Cal Dental Program
Provider Enrollment
P.O. Box 15609
Sacramento, CA 95852-0609

To begin the EDI testing process, potential submitters are required to provide their **3-digit Medi-Cal Submitter ID** to Dental@dhcs.ca.gov. DHCS needs this information to verify the submitter has an existing EDI agreement on file with Medi-Cal. For SNCs that use a Clearinghouse, you will need to instruct the Clearinghouse to provide this information. The 3-digit Medi-Cal Submitter ID is required for the SNC or Clearinghouse to participate in the encounter data submission testing process with Medi-Cal Dental's fiscal intermediary (Gainwell). Once Gainwell has received DHCS approval to begin the testing process, Medi-Cal Dental will contact the submitter and will coordinate testing with Gainwell.

Please note, the 3-digit Medi-Cal Submitter ID is not to be confused with the 8-digit submitter ID that will be assigned to you by Gainwell during the testing process.

For further technical assistance in completing the testing processes, please send your request to Medi-CalDentalEDI@gainwelltechnologies.com. You can also request to speak with EDI support by calling the Medi-Cal Dental EDI Technical Support at (800) 423-0507.

The testing process must be completed prior to submission of encounter data to Medi-Cal Dental. Upon completion of testing, Medi-Cal Dental will provide instructions on how to submit 837D data electronically. Payer ID **DTCA7** has been assigned specifically for SNC encounter data submissions. This ID will be used to indicate submitters' DTI and/or CalAIM encounter data submission.

Only submit Current Dental Terminology (CDT) qualifying preventive services or dental exam (continuity of care) services procedure codes that are eligible for P4P payments.

Step 2: <u>Proprietary Form Submission Process (if not submitting encounter data electronically)</u>

Providers using the <u>proprietary paper form</u> to submit encounter data should mail completed forms to Medi-Cal Dental at this address:

Medi-Cal Dental Operations
CalAIM SNC Paper Encounter Submissions
PO Box 13189
Sacramento, CA 95813-3189

Providers should not fill in or write in the shaded fields, send adjustments, or attempt to void previously submitted encounter forms. Please note, all required data fields must be completed and all paper submissions must be signed.

Submissions received without a signature or required fields cannot be processed and will be returned. If a return address is not provided, forms will be destroyed. Also, no acknowledgement will be provided for received proprietary forms.

Step 3: Submit 2021 Encounter Data for Eligibility for Continuity of Care Payments in 2022

Submit continuity of care historic encounter data to include two years of eligible encounter data (CDT Codes D0120, D0150, or D0145) for members of all ages at the same service office location. This includes visits in 2021 to qualify for continuity of care payments in 2022.

Step 4: Submit Encounter Data

<u>Encounter Submission Guidelines:</u>
- Do not submit encounter data for Dental Managed Care (DMC) beneficiaries because the DMC Plans pay providers directly.
- Do not send encounter data that has not been adjudicated and paid by Medi-Cal.
- Do not send encounter data if the associated visit code was denied by Medi-Cal.
- Submit encounter data electronically OR use the proprietary paper form.
- Submit only CDT qualifying procedure codes for the preventive services pay-for-performance payment and continuity of care pay-for-performance payment.
- Encounter data should only be sent for eligible beneficiaries. Encounter data should be sent one time only. Do not send any attachments.

Please contact the Dental inbox at Dental@dhcs.ca.gov for any questions or concerns regarding this process.