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# Medicaid Alert

MA-2005-01

September 2005

**TO:** All Providers - For Action  
Health Maintenance Organizations - For Information Only

**SUBJECT:** Updated Judge Run Report Procedures

**EFFECTIVE:** Immediately

**BACKGROUND:** All providers are eligible to purchase Judge Run Reports from Unisys and can request that the report be produced on either paper or CD-ROM, or can request that the Judge Run Report be made available for download from the New Jersey Medicaid website ([www.njmmis.com](http://www.njmmis.com)). Judge Run Reports provide a detailed accounting of adjudicated claims for a specified period of time. These reports can relay information relating to adjudicated claims dating back to 1989.

The Judge Run Report on paper includes information to identify the Recipient, Internal Control Number (ICN), Claim Type, Date of Service, Service Code, Payment Date/Amount, and Claim Status.

The Judge Run Report produced on CD-ROM or loaded to the New Jersey Medicaid website to be retrieved by the provider relays the same data as the printed report plus the following: TPL Payor/Carrier Codes and Third Party Payment Amounts, NJMMIS Edit Codes, Medicare Coinsurance and Deductible Amounts, and a distinction between Medicare Inpatient and Outpatient crossover claims. Corresponding adjustments are referenced to their original claims. These Judge Run Reports are created as comma-delimited files in ASCII format that can be imported into a spreadsheet or database application. The first record on these Judge Run Reports will always be a header record.

**ACTION:** Providers can order Judge Run Reports by completing and forwarding the attached revised Judge Run Request form or by contacting a Provider Services representative at 1-800-776-6334. Registered web site users may also submit requests via the [www.njmmis.com](http://www.njmmis.com) website. When making a request, specify whether the reports are to be produced on paper, CD-ROM or are to be loaded to the New Jersey Medicaid website for pick up by the provider. Claims to appear on the report may be selected by either date of service or date of payment.

Requests for Judge Runs to be sent to an address other than that on file for the provider or to a third party on behalf of a provider must be accompanied by the Provider's authorization to do so. This authorization must be on the provider's

letterhead, signed by the provider, contain the provider number, authorize Unisys to send the Judge Run Report to a specific third party address, affirm that the provider has a HIPAA compliant Business Associate Agreement in place with the third party, and contain an end date for the authorization.

Providers requesting that the Judge Run Report be sent directly to a third party should request that the report be produced on either paper or CD-ROM. Providers should not request that the report be produced for pickup from the website since third party vendors are not authorized to access the secure area of the New Jersey Medicaid website. Providers are reminded of the sensitive nature of the information available within the secure area of the website. Providers should not disclose user id and password data to third parties since this may compromise the security and confidentiality of the information the provider can access from the website.

Judge Run Reports are produced on a monthly basis. All requests must be received by the 15<sup>th</sup> of each month. Requests received after the 15<sup>th</sup> of the month will be processed the following month.

A summary report and invoice will be sent to the requesting provider no later than the 10<sup>th</sup> of the month following the month in which the initial request was processed. The amount owed to Unisys (for either paper, CD-ROM, or website version) will be based on the number of printed claim lines.

**PAPER**

Up to 1,000 claim lines	\$150.00
1,001 to 25,000 claim lines	\$325.00
25,001 to 50,000 claim lines	\$375.00
50,001 to 75,000 claim lines	\$400.00
75,001 to 100,000 claims lines	\$450.00
100,001 to 125,000 claim lines	\$475.00
125,001 to 150,000 claim lines	\$525.00
Over 150,000 claim lines	\$550.00

**CD-ROM or Website**

Up to 500 claim lines	\$150.00
501 to 1,000 claim lines	\$300.00
1,001 to 25,000 claim lines	\$600.00
25,001 to 50,000 claim lines	\$650.00
50,001 to 100,000 claim lines	\$750.00
100,001 to 150,000 claim lines	\$850.00
150,001 to 200,000 claim lines	\$1,000.00
Over 200,000 claim lines	\$1,250.00

Upon receipt of payment, the detailed Judge Run Report will be sent immediately to the requesting provider or posted on the New Jersey Medicaid website.

For further information concerning this Medicaid Alert, contact any Unisys Provider Services representative at 1-800-776-6334.

**RETAIN THIS MEDICAID ALERT CHRONOLOGICALLY BEHIND THE MEDICAID  
ALERTS TAB  
(GREEN TAB MARKED "4")**

# Judge Run Request Form

Provider ID:  Claim Type:  (Specify one claim type or ALL)

Claim Status: Paid Denied Both [Circle Choice]

Address  
(If different than address on file see note 1)




Select by (check one):  Date of Payment  Date of Service

Begin Date:  mo  day  yr End Date:  mo  day  yr

Name & Phone No. Of Person Requesting Run:  ( ) -

Unisys Requester and Date of Request:

Media Type (check one):  Paper  CD-ROM  NJMMIS.com website

Type of Submission (check one)  MMIS  Charity Care

## For Accounting Purposes Only

Claim Lines Printed:

Price:	<u>PAPER</u>		<u>CD-ROM or NJMMIS.com website</u>	
	Up to 1,000 claim lines	\$150.00	Up to 500 claim lines	\$150.00
	1,001 to 25,000 claim lines	325.00	501 to 1,000 claim lines	300.00
	25,001 to 50,000 claim lines	375.00	1,001 to 25,000 claim lines	600.00
	50,001 to 75,000 claim lines	400.00	25,001 to 50,000 claim lines	650.00
	75,001 to 100,000 claim lines	450.00	50,001 to 100,000 claim lines	750.00
	100,001 to 125,000 claim lines	475.00	100,001 to 150,000 claim lines	850.00
	125,001 to 150,000 claim lines	525.00	150,001 to 200,000 claim lines	1,000.00
	Over 150,000 claim lines	550.00	Over 200,000 claim lines	1,250.00

Per your request, please submit the amount indicated above payable to:

**Unisys**  
**3705 Quakerbridge Road, Suite 101**  
**Trenton, NJ 08619**  
**Attention: Program Control**

Report will be mailed or posted on the NJMMIS.com website upon receipt of payment.

**Note 1:** Requests for Judge Runs to be sent to an address other than that on file for the provider or to a third party on behalf of a provider must be accompanied by the Provider's authorization to do so. This authorization must be on the provider's letterhead, signed by the provider, contain the provider number, authorize Unisys to send the Judge Run report to a specific third party address, affirm that the provider has a HIPAA compliant Business Associate Agreement in place with the third party, and contain an end date for the authorization.