



CMS PECOS Database Audit Solution Installation and Processing Guide

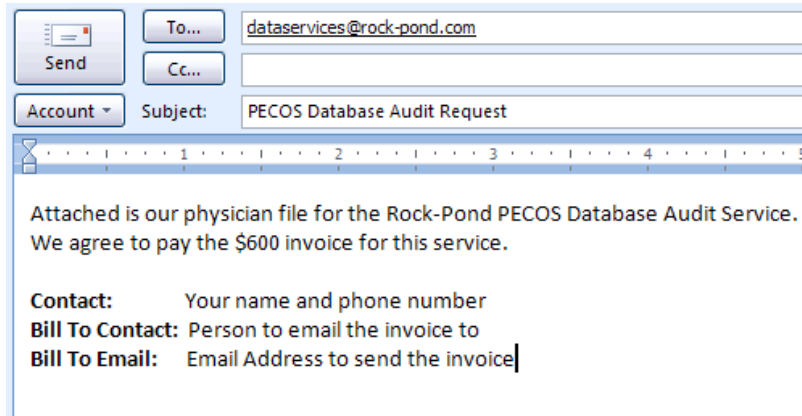
The PECOS Database Audit will quickly provide you with a list of physicians in your database who have not registered with the CMS PECOS database. This is required in order for you to submit Medicare claims with them as the patient's physician.

The audit is completed by providing Rock-Pond with a spreadsheet with physician information in it and we will return the audit results to you within 24 hours. The image below is an example of the spreadsheet produced by Rock-Pond Reports on the top and the results provided on the bottom. When using Rock-Pond Reports to produce the spreadsheet, you will have the number of active patients for each physician to help prioritize your compliance efforts.

A	B	C	D	E	F	G	H	I	J
PECOS_MATCH	NPI	First Name	Middle Name	Last Name	First Order	Last Order	Total Orders	Specialty	Active Pts
NO	1882814533	Meghan		Smith	04/27/2010	04/27/2010	1		2
NO	BN777733	John		Anderson	04/12/2010	04/19/2010	2	Plastic Surgery	1
NO		Malina		Johnson	02/08/2010	03/07/2010	2		1
YES	1982604333	Marguerite	C	Jones	01/29/2006	06/25/2010	129	Family Medicine	68
YES	1720060033	Shamim	A	Wilson	08/19/1996	05/26/2010	40	Internal Medicine	28
YES	1730165233	Richard		Roberts	01/00/1900	01/00/1900	0	Internal Medicine	1

K	L	M
PECOS_FIRST_NAME	PECOS_LAST_NAME	PECOS_MIDDLE_NAME
MARGUERITE	JONES	C
SHAMIM	WILSON	A
RICHARD	ROBERTS	A

To utilize this service, you will need to create an Excel Spreadsheet and send it to Rock-Pond Solutions with an email as follows:



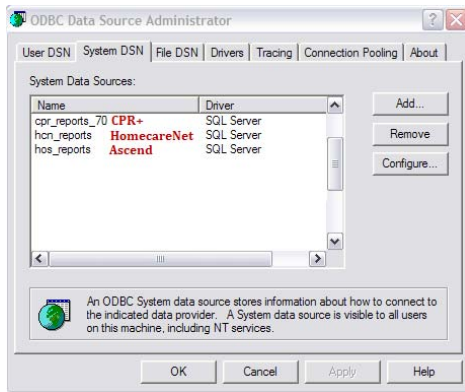
Once we receive this email we will send you the report template file to use with your system if you are using CPR+, Ascend or HomecareNet.

#1 - CREATE THE EXCEL FILE

OPTION A - If you are a Rock-Pond Reports customer or once you have set up the viewer and database connection, run the report provided and save it to Excel-Data Only format.

OPTION B - If you are not a Rock-Pond Reports customer and you use CPR+ from Definitive Homecare Solutions or Ascend or HomecareNet from Mediware, you will have to download our report viewer that is provided with this service and install a connection to your database. In order to do this you will need to have administrative access to your machine to install programs and know the database server, database name, authentication method, login and password for the database. If you do not have these, contact your IT support personnel and get them before you begin installation. Do not hesitate to contact Rock-Pond if you or your IT support personnel have any questions. This should be a very quick process.

1. http://resources.rock-pond.com/DataLink_Viewer_59002_12_ENG.zip to download the viewer.
2. Contact Brandon at 501-499-6291 for the unzip password and the report you will need to run.
3. Install the viewer.
4. Set up the ODBC connection to your database with the name in the image below according to the software you are using. Call us if you need help.



OPTION C - If you are not using one of the above systems, use a report writer or utility to extract your physician list from your software system into an Excel database with the following 3 columns: NPI number, first name and last name.

#2 – EMAIL THE FILE TO ROCK-POND SOLUTIONS.

Email the file you created in step #1 above to Rock-Pond Solutions as indicated at the beginning of this document. We will process the file and get the results back to you within 24 hours.

#3 – RECEIVE AND PROCESS YOUR AUDITED FILE

Once you receive your audited file you can take the appropriate steps to minimize your risk of Medicare denials due to lack of PECOS compliance.

That's all there is to auditing your physicians to identify the ones that are not registered with the PECOS database.

Finally, if you are not a Rock-Pond Reports customer, now that you have the viewer set up, let us take the opportunity to demonstrate for you, using your data, the powerful information that Rock-Pond Reports can provide for your company.



The Information you need from the DATA you've got.