



To: IEHP Impacted IPAs
From: IEHP – Provider Relations
Date: November 29, 2017
Subject: **Required Changes to Daily Authorization File Format**

IMPORTANT UPDATE!

As you know, IEHP is transitioning to a new claims and customer relationship management system in the first quarter of 2018. As part of this change, your organization will need to adhere to a new format for sending daily authorization data to IEHP. The new file format is included in this email for you to review and test. Also included is a user guide and summary of changes that provides an overview of the changes to the file format.

HOW WILL THIS CHANGE IMPACT YOUR ORGANIZATION?

- Beginning in the first quarter of 2018, your IPA must submit your daily authorization file using IEHP's new file format

WHAT SHOULD YOUR ORGANIZATION DO NEXT?

- Review the user guide and summary of changes
- Confirm with IEHP by **December 5, 2017** if you received the new file format, user guide and summary of changes by sending an email to IEHP to the address below
- Develop a test file following the user guide and upload your test file on the IEHP SFTP site no later than **January 2, 2018** and expect a follow-up call from an EDI Specialist after your test file has been received
- Look for future communications from IEHP regarding this change and the effective date of when your organization will start using this new file format

If you have any questions or issues with developing your new test file, please email our team at coretradingpartners@iehp.org or call the Provider Relations Team at (909) 890-2054.