



**GCS Health**  
**5010 Data Requirements**  
**For Providers and Billers**

**December 16, 2011**

## Overview

With CMS's introduction of 5010 EDI, the format of the EDI file sent to Medicare and other insurance companies has been significantly changed. Most of the work is for software vendors like us, however there are data requirements that providers and billers have to do before sending claims electronically in the 5010 format. These are Medicare mandated requirements and you must comply with them for successful acceptance of claims.

### **1. Providers and Doctor Addresses must have a street address:**

The address for every provider, rendering provider, referring provider and doctors must have a street address. Having only PO Boxes is no longer sufficient. So, please ensure that this is the case for all your provider records.

### **2. Provider and Doctor Addresses must have a 9-digit zip code:**

All provider and doctor addresses must have a 9-digit zip code. If you currently have a 5-digit zip code and would like find the 4 digit extension, then go to <http://zip4.usps.com/zip4/>

Type in the address of the provider as you already have it and the resulting page will show you the 9-digit zip code. Copy the 4-digit extension to the Provider record in your GCS program.

***Note: The 9-digit zip code must not have any spaces or dashes. Here is an example of a good 9-digit zip code: 910013323***

### **3. Patient records must have a phone number and 9-digit zip codes:**

All patient records must have a phone number. In addition please ensure that Patient records also have 9-digit zip codes. Please go over the patient records in Files → Patients and ensure that every record has a phone number and the zip code is 9-digits in it.

### **4. Submitter address must also have 9-digit zip code:**

In the Submitter record for Medicare (Files → Submitter Information), select MCARE record and ensure that the address has a 9-digit zip code.

### **5. Receiver Id and Receiver Primary Id must be available:**

Ensure that on the submitter record for Medicare (Files → Submitter Information), the following fields have data in it. In other words these two fields cannot be blank:

- Receiver Id
- Receiver Primary Id

### **6. Contact Information:**

Please make sure you have setup Contact information (Contact Name, Contact Phone Number) for Providers, Doctors, Referring Providers and Submitters.