

The HHAExchange Implementation EDI Process

Overview

Thank you for participating in the Electronic Data Interchange (EDI) project for your Agency. This letter provides information, general requirements, and steps to take to successfully integrate your Agency Management System with HHAExchange (HHAX).

HHAExchange coordinates directly with Molina Healthcare of New York to ensure that Members and authorizations are passed directly into the HHAX system. HHAX uses the Provider Agency Tax ID Number (TIN) and NPI number combination to identify data records sent to and from your Agency.

To integrate between your 3rd Party Agency Management System and HHAX, EDI Import file must be created according to HHAX specifications detailed in the following documentation (links below) and as further explained in this letter.

- Import: [HHAExchange Homecare Provider Integration Visit Import Guide v5](#)
- Export: [HHAExchange Homecare EDI Export Interface Guide V5](#)
- EDI Code Table: [Molina Healthcare of New York EDI Code Table Guide](#)

HHAX EDI Import

HHAX EDI Import Interface Files (into HHAExchange)

The **EDI Import File** can be imported into HHAX from your Agency Management System.

Once the EDI Import file has been created according to the required format it is ready for the testing phase. To ensure the format validity of the created files, access the [HHAExchange File Format Validation Portal \(https://edi.hhaexchange.com/\)](https://edi.hhaexchange.com/) and follow the steps within the Portal. Instructions are also available on the [HHAExchange File Format Validation Portal Job Aid](#).

Once you have successfully validated your EDI Import file format, information will be provided in the HHAX Regional Information sessions regarding next steps in the EDI Process.

HHAX EDI Export

HHAX EDI Export Interface Files (from HHAExchange)

The below-listed files are exported from HHAExchange on a nightly basis (frequency) for you to integrate with your Agency Management System. The export files are automatically placed by the HHAExchange system in the Outbox folder on the SFTP site setup for your Provider Agency.

- Billing Exceptions
- Billed/Processed Visits
- Pre-Adjudication Rejections

HHAExchange has provided links to sample files in the [HHAExchange Homecare EDI Export Interface Guide V5](#) which are used for you to perform integration testing with your Agency Management System.

Production Process and Transmission Frequency

The import and export files detailed in this letter make up the entirety of the integration files for production. While HHAExchange places Export files on the SFTP server on a nightly basis, Molina Healthcare of New York can determine the required frequency for integrating the Import files into the HHAX Provider Portal.

Timeline and Steps for EDI Integration Readiness

If your Agency plans to produce the required EDI Import file format, then follow the steps outlined below for guidance and expectations throughout the EDI Integration process.

Step	Timeline Dates	Expectations
1	Oct 25, 2022	<p>Initiate contact with HHAX if you have any questions regarding the integration process Contact EDIsupport@hhaexchange.com and include “Molina Healthcare of New York Integration” as the subject line of to ask questions of the EDI Team.</p>
2	Oct 24, 2:00 pm Oct 26, 4:00 pm Oct 28, 12:00 pm <i>*Please select one session to attend.</i>	<p>Attend the Provider Information Session Sessions are offered in the morning and afternoon and include a demo of the HHAX platform. Attendance is only required for ONE (1) session as both provide the same information. The pre-recorded webinar sessions allow a Q/A chat option to answer all questions. Click here to register for the Provider Information Sessions</p>
3	Nov 2, 12:30 Nov 9, 12:00	<p>Attend the EDI Provider Onboarding Webinar Register for the EDI specific user training using the registration link below. This training provides an understanding of the HHAExchange Provider Portal and the EDI integration process. Register here for the EDI Specific Webinar</p>
4	Work with the EDI Integration Team to complete this task prior to the Molina Healthcare of New York Go-Live Date of Dec 12, 2022	<p>Review File Format Specifications for Integration Review the HHAExchange EDI Interface Import Guide and the HHAExchange EDI Interface Export Guide to determine if you have resources and the ability to produce the required EDI file formats.</p> <p>Create the required EDI Import interface file formats for your Agency Work with your Agency’s technical team to create your EDI Import files prior to testing.</p> <p>Test Import File to verify successful format Use the HHAExchange File Format Validation Portal to test (validate) your Agency’s EDI Import interface file format.</p>
5	Nov 14-16, 2022	<p>System User Training Webinar Week Register and attend the training webinars from Monday to Wednesday. Each day a different aspect of HHAX functionality is covered with a live Q/A chat option where Providers can ask questions related to the Provider Portal functionalities. Each webinar is specific to the staff role in your Agency.</p>

Step	Timeline Dates	Expectations	
		Day	Topic
		1	Monday, Nov 14, 2022: <ul style="list-style-type: none"> What is covered: Member Management, Visit Management, and EVV Intended audience: Admin and Coordinator; Billing optional
		2	Tuesday, Nov 15, 2022 <ul style="list-style-type: none"> What is covered: Billing and Administration Intended audience: Admin and Billing; Coordinator optional
		3	Wednesday, Nov 16, 2022: <ul style="list-style-type: none"> What is covered: HHAX Introduction to EDI Integration Intended audience: EDI Providers ONLY
		Click here to register and review the description providing more insight on the associated roles and content of each webinar. These webinars are correlated with the LMS training and can be attended by multiple staff members of your Agency.	
6	Beginning Monday, Nov 14, 2022	Log-in to your Provider Portal (Specific to New HHAX Providers integrating) Receive your Provider Portal credentials to log in to the system. Begin entering your Caregivers and ensure your Portal is set up prior to go-live.	
7	Beginning Nov 21, 2022	Linking Provider Portals to Molina Healthcare of New York Providers are linked to Molina Healthcare of New York in HHAExchange. As part of the linkage, Molina Healthcare of New York data containing the Members and authorizations in scope for this implementation begin to populate in your Provider Portal. Refer to the <i>Service Code</i> page on the Provider Information Center to learn which services are sent via the linking process. Once the Member and Authorization data is populated, Providers can review the data and start to schedule the Members to prepare for EVV compliance at go-live.	
8	Beginning Nov 28, 2022	Reach out to EDI support to Integrate Once linking has occurred to the Molina Healthcare of New York Payer contract, reach out to EDIsupport@hhaexchange.com to initiate and complete your integration. The EDI Team notifies you when your integration is complete. Finally, after integration, email the EDI Team at EDIsupport@hhaexchange.com to enable 3 rd Party billing for Molina Healthcare of New York.	
8	Nov 28, 12:30 pm Dec 2, 12:30 pm Dec 7, 3:00 pm	EDI Provider- Post Integration Training Register for the Post Integration Training webinar sessions. These sessions offer post go-live reviews of EDI processes in the HHAX system. This training provides an understanding of the HHAX Provider Portal and the EDI Integration Process. Q/A is available for Providers to ask questions and receive support. Click here to register for the EDI Post Integration Webinar.	

Step	Timeline Dates	Expectations
9	December 12, 2022	<p>Go-Live for Providers</p> <p>Providers are expected to start using the HHAeXchange Provider Portal to schedule and confirm EVV compliant visits. All paid claims under the EVV mandate (PCS services and HHCS services) must be supported by the visit data to be compliant with the CURES Act mandate.</p>

Provider Information Center

Visit the [Molina Healthcare of New York Provider Information Center Page](#) which shares an overview of Molina Healthcare of New York’s partnership with HHA, as well as information on training, integration, and the EDI Process.

EDI Assistance

Please contact EDISupport@hhaexchange.com if any questions or further guidance is needed. An available Support Team Members will contact you directly to assist. Please use the subject line “Molina Healthcare of New York” when sending emails for a timely response.