ECR Submission

- User Manual, pages 53-58.
- FILE, Export, Create ECR File.
- ECR Location.
- 3 media ECR Files can be submitted on: Floppy Diskettes (5 ¼).

ECR Submission

- On CDs (usually NOT DVDs).
- On a Flash Drive.
- Two "official" files, ECR and PI.
- Third file is a PDF or backup of signature page.
- PI file is also compressed as a self extracting executable PIxxxxxx.exe).

ECR Submission

- Prefix determined by cost report type:
- EC = Hospital
- SN = SNF
- HH = HHA
- HS = Hospice
- RD = ESRD
- RF = RHC/FQHC
- CM = CMHC
- Extension = FYE
- Home Office - NO ECR

ECR Submission

- HFS makes automatic backup of ECR Files, in CY Files location.
- Click on Options, Preferences, Setup, File Locations, Current Year Files.
- Backup is the "ECR", PI, and PDF of the signature page (Ecxxxxxx.09A.pdf).
- Signature page automatically printed.
- Xs represent the provider number.

ECR Submission

- Signature page and ECR and PI files have encryption codes.
- FI/MAC matches signature page codes with ECR and PI File codes. MUST match.
- Date and Time no longer need to match, as long as codes match. CMS to officially clarify soon. PRM – 100, Chapter 3.
- CMS clarified "date and time" issue specifically for CDs, in June 2007. Will include Diskettes and Flash Drives.