

December 21, 2011

Dear Customer,

The mandatory January 1, 2012 deadline to move to the **5010 electronic file format** is still in effect! However, you have been given a 90-day grace period... but may be requested to provide evidence of compliance or a good faith effort to become compliant.*

For more information regarding the 5010 file format changes, visit this link below:

<https://www.cms.gov/ICD10/Downloads/w5010BasicsFctSht.pdf>

For the official announcement of the grace period by CMS:

<http://www.cms.gov/ICD10/Downloads/CMSStatement5010EnforcementDiscretion111711.pdf>

IMPORTANT: There are TWO things you need to accomplish by January 1, 2012:

1. Modify the claim address in your RAPID Practice Management software. The billing provider address and the facility address must both have a nine digit zip-code beginning January 1, 2012.
2. The billing provider address must be a physical street address, a post office box will no longer be allowed.

These are minor, quick changes you can make yourself but first you need to contact us (ACOM Health) for the password in order to access this secured area of your software.

We must have an **email** or **fax** from the Doctor and/or owner of the practice authorizing us to send this password out via email to the practice. **Please include in the email or fax who we are providing the password to and what email address to send it to.**

You can send us the authorization fax or email to:

- Email: rapidsupport@acom.com
- Fax: 770-814-8011

Kind Regards,



Libby Guntner
Vice President, Operations
ACOM Health

*P.S. Take this phased approach to show your "good faith effort" to become 5010 compliant by March 31, 2012:

- **Immediately change zip code & PO Box now!**
- In the first quarter - install the 5010 toolkit from ACOM Health when available
- In the interim - confirm clearing house upmaps 4010 to 5010