Department: Business Information Systems

Policy No: BIS 11

11. Dictionary 6 = Rejection Codes
Policy: The purpose of this policy is to document the guidelines to maintain dictionaries in the GECB practice management system.

Procedure:

1. The Information Management Systems Department and MPIP are jointly responsible for the maintenance of the Rejection Codes Dictionary (D6) in the GECB practice management system.

2. To add/edit entries in D6, a request must be posted in the MPIP SharePoint site under the Dictionary Request section, Dictionary Updates.

3. The following fields need to be populated for general entry:
   a) Code
   b) Description
   c) Type
   d) X12 code
   e) MPV Denial: Y/N