



Training – Register Now

THCIC will be conducting a training session on the Submission and Correction of hospital discharge data in Austin. This training is targeted at staff that are new and that are responsible for submission and correction of the data.

November 19, 2004 10:00 am

Brown-Heatly Building
4900 N Lamar Blvd, Ste 3501
Austin, TX

Please call Terry Salazar at (512) 458-7111 x 2352 to register for the training. Please provide the following information: THCIC ID number, hospital name and city, your name, title, phone number, and e-mail address. The training is free, but seating is limited.

Option to Delay Certification of 1st and 2nd Quarter Encounters Ends Monday, 11/8

Monday, 11/08, is the last day for hospitals to request to delay submission, correction and certification of first and second quarters to the schedule for third quarter 2004. This option is being provided to hospitals to help with a successful transition to the THCIC 837 claim format.

THCIC is offering all hospitals, regardless of the claim submission format, an opportunity to submit and correct the first three quarters of 2004 data on the schedule for 3rd quarter. This means that if you choose this option, claims for quarters 1, 2, and 3 will be due 12/01/04 and corrections cutoff will be 02/01/2005.

If you want to delay submission, correction, and certification of 1st and 2nd quarter to third quarter, you must notify Commonwealth via email at thcichelp@comclin.net by 11/08.

All Claims Submissions must be in the THCIC 837 Format Beginning January 1, 2005

Effective January 1, 2005, all claims must be submitted in the THCIC 837 claim format regardless of the service date of the claims. **UB92T claims will not be accepted after 12/31/2004. If your vendor has not begun testing the THCIC 837 claim format, you should contact them because you, not your vendor, are responsible to THCIC for not submitting on time.**

Hospitals May Face Penalties

Although THCIC has extended the timeline for the submission of 1st and 2nd quarter 2004, there are a few hospitals that have not begun “testing” for the submission of production data. Those hospitals will face a penalty for non-compliance. Non-compliance notices will be mailed out to those hospitals.

Error Code 672

Are you receiving error code 672 on the audit response reports? This audit is being triggered in many submissions and indicates an invalid revenue procedure code. We find three main reasons for the error:

1. For Prospective Pay claims for SNF and IRF, where revenue codes 0022 and 0024 are used, an incorrect qualifier is being used for the HIPPS codes. The qualifier for Prospective Pay should be “ZZ”. In many cases, the qualifier that indicates a HCPCS code follows, “HC”, is being used. Since this is the incorrect qualifier for a HIPPS code, the audit fails, even though there is a valid HIPPS code.
2. The THCIC reference file was missing some HCPCS codes that were reinstated by CMS. These have been added and any future auditing runs will include those audits.
3. One or more codes used by the hospital are out-of-date. That is, they were but are no longer active.

If you receive a high volume of error 672 and you are using the THCIC Data Correction Software (DCS) you can contact the THCIC HelpDesk (888) 308-4953 or www.thcichelp.com and get the password and SQL statement to mark these errors as corrected and upload those data records/claims. After re-processing, any existing errors will be returned.

Things That Will Help The Transition Go Smoother

If you are submitting for yourself ----

If your hospital is submitting claims for itself, then you have two IDs, one for submitting data and one for corrections and certification. The submitter ID (starts with SUB) must be used when you are submitting data in the 837 (or UB92T) format to Commonwealth. The hospital ID (6 numbers) is used with corrections and certification.

The reason for the two numbers is that the submitter ID can be used to submit data for one or more hospitals, while the hospital ID is particular to only one hospital.

When uploading data to Commonwealth, the mailbox name is either the submitter ID or the hospital ID preceded by “th” (thsubnnn or thnnnnnn). Either ID can be used.

In summary –

- **Submissions** (837 or UB92T claims) must be uploaded to the **Submitter mailbox (thsubnnn)**.
- **Corrections** (from Data Correction Software) and **comments for Certification** must be uploaded to the **Provider mailbox (thnnnnnn)**.

File Names

Many submitters are uploading a file named 'Claims.dat', probably because this is the name of the extract produced by their software. Commonwealth requests that submitters use a unique file name for every upload. When all submission files are named the same, it can be difficult for the submitter to identify which file is referenced in the submission receipt. Make things easy for yourself by naming your file with the quarter and year plus your identifier (e.g. SUB###_1Q2004.dat or (THCIC ID #) #####_2Q2004.txt).

Schedule for 1st and 2nd Quarter 2004

<i>10/01/04</i>	Cutoff – Submission for Q1-Q2
<i>11/01/04</i>	Cutoff – Corrections for Q1-Q2
<i>12/15/04</i>	Hospitals retrieve Q1-Q2 certification files
<i>01/01/05</i>	All claims submissions must be in 837 format
<i>01/30/05</i>	Cutoff - corrections at certification Q1-Q2
<i>02/15/05</i>	Final Q1-Q2 encounters available to hospitals
<i>03/15/05</i>	Certification letters/comments due for Q1 - Q2

Timeline for 3rd Quarter
(and 1st – 2nd Quarter delayed)

<i>11/08/04</i>	Notify Commonwealth if you want to submit, correct and certify Q1-2 with Q3 data on the Q3 schedule.
<i>12/01/04</i>	Cutoff - Submission Q3 (and Q1-2)
<i>01/01/05</i>	All claims submissions must be in 837 format
<i>02/01/05</i>	Cutoff – Corrections for Q3 (and Q1-2)
<i>03/01/05</i>	Hospitals retrieve Q3 (and Q1-2) certification files
<i>04/15/05</i>	Cutoff - corrections at certification for Q3 (and Q1-2)
<i>05/01/05</i>	Final encounters available for Q3 (and Q1-2)
<i>06/01/05</i>	Certification letters/comments due for Q3 (and Q1-2)

Important Phone Numbers

Commonwealth Clinical Systems (CCS)

THCIC Helpdesk – 888-308-4953 or THCICHelp@comclin.net

CCS web site – www.thcichelp.com (Please note that this is a new Web site for the THCIC help desk.)

HyperTerminal Phone Number – (434) 297-0367 (For Data Submission)

DSHS-Center for Health Statistics – 512-458-7261

THCIC Staff – 512-458-7111

Bruce Burns	extension 6431	Hospital data submission, 837 format issues
Sylvia Cook	extension 6438	Hospital reports, data use
Terry Salazar	extension 2352	Hospital data submission, correction and certification training
Dee Shaw	extension 3374	Hospital compliance, data sales
Ron Weiss	extension 6453	

THCIC fax – 512-458-7740

Reminders and Deadlines

The hospital discharge data schedule may be downloaded from <http://www.thcic.state.tx.us/hospitals/schedule/schedule.htm>.

- 11/08/2004 – Last day to request to certify Q1 & 2 with Q3 2004.
- 11/19/2004 - Hospital Training