



Hospital Discharge Data Submission, Correction, and Certification Training Session

Friday, September 23, 2005 9:00 am – 3:00 pm, THCIC will host a training session to cover the following:

- Upload and Download of data files (e.g., HyperTerminal and Secured Server)
- Submission procedures (e.g., KeyClaim Software)
- Correction procedures (e.g., Data Correction Software)
- Certification procedures (e.g., CertView Software)

THCIC has a new data transfer process – a protected Secured Server website. This process allows you to upload and download data from your computer via a secured connection website to your THCIC Submitter Mailbox or to your THCIC Provider Mailbox.

The session will be in Austin at the Department of State Health Services, 1100 W. 49th Street, T-607 (Tower Building). If you plan to attend please contact Bruce Burns, D.C. at bruce.burns@dshs.state.tx.us, provide the following bits of information about you and your facility.

THCIC ID _____
Hospital/Organization _____
City _____
Registrant Name _____
Title _____
Phone Number _____
E-mail Address _____

If you do not have E-mail you can call (512) 458-7111 x 6431 (press “1” before you dial the extension #).

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, Corrections and Uploading Certification Comments)

FTP address – [ftp.comclin.com](ftp://ftp.comclin.com)

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

THCIC Staff – 512-458-7111

Bruce Burns	extension 6431	Hospital training, 837 format issues
Sylvia Cook	extension 6438	Hospital reports, data use
Dee Roes	extension 3374	Hospital compliance, data sales
Ron Weiss	extension 6453	

THCIC fax – 512-458-7740

Production Schedule

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

- 9/1/05 - Certification letters/comments due for 4q04
- 9/1/05 - Hospitals retrieve 1q05 certification files
- 9/1/05 - Cutoff for initial submission for 2q05
- 9/23/05 – Hospital Training in Austin