



August 18, 2004

Hospital Numbered Letter Volume 7 Number 14

Social Security Number and UB92T Submissions

It has been brought to our attention that during the transition to the THCIC 837 claim format, the audit for a missing SSN on the UB92T may require additional software changes for those winding down from the UB92T. The intent is that there not be additional changes above those initially identified so that focus could remain on transitioning to the THCIC 837 claim format. Therefore, **spaces will be allowed in the SSN field when data is submitted in the UB92T format. When submitting in the THCIC 837 format, SSN's are required and all 9's should be used when no SSN is available.** Each SSN that is received will be checked for validity under the current guidelines and criteria previously established.

UB92T Submission Address

The process for identifying hospitals' data by automation includes matching several data fields from the Record 10 (UB92T). The identifiers include the hospitals' **Tax ID Number**, **Submission Address**, and the **THCIC ID Number**. If these fields do not match, the data cannot be identified.

The majority of the test data (UB92T format only) that have been submitted are not matching for identification due to the **Submission Address**. A list of Submission Addresses for each submitting hospital has been posted on the THCIC web site at http://www.thcic.state.tx.us/hospitals/Hospital_Liaison.PDF. Please verify your hospitals Submission Address and make the necessary corrections to your UB92T submission file; we strongly recommend you contact your IT department or vendor to verify what they are submitting on the file for your facility, sometimes it is abbreviated badly, has an old address, or is typed in differently than what THCIC has in the reference file. Any modification in these data elements on the file cause the file to be manually identified and may slow the processing of your data. If the Submission Address listed on the THCIC web site is incorrect, please contact Dee Shaw at dee.shaw@tdh.state.tx.us.

Submitter ID and Testing

Reminder: All reporting hospitals/vendors must apply for a Submitter ID and begin test submissions no later than September 1st. Applications for the Submitter ID and test instructions may be found at www.thcichelp.com.

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 website for the THCIC help desk.)

TDH-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>.

- 9/1/04 – Enrollment for submitter ID
- 9/1/04 – Submit “test” file to CCS
- 9/1/04 – 4q03 certification letter due. Fax it to 512-458-7740
- 9/1/04 – 4q03 certification comments due (if certifying with comment) to CCS in ASCII text format
- 10/1/04 – Cutoff for 1q04 and 2q04 initial submission