



Certification Software Update Release

The Certview software released for use for certification of 2004 data has printing issues when the software is installed on a system with other than Access 2000. Commonwealth is working at this time to correct this problem. A corrected version will be released no later than April 1st.

In addition, to accommodate the delay with release of the corrected version, the deadline for corrections at certification is being moved to April 30th. The due date for certification letters and comments remains at June 1st.

If you must have the reports before April 1st, you can request them, via email or voicemail, from the Commonwealth Help Desk. The reports will be generated and placed in your mailbox. You will be notified when the reports are ready.

Corrections at Certification Schedule Change

To accommodate the delay with release of the corrected version of the Certview software, the deadline for 1st, 2nd, and 3rd quarter 2004 corrections at certification is being moved from April 15th to April 30th. The due date for certification letters and comments remains at June 1st.

Contacting Help Desk

The Commonwealth Help Desk has been, and most likely will continue to be, very busy in the upcoming months providing assistance to hospitals and submitters for the transition to the THCIC 837 claim format. They are assisting over 150 submitters with their testing, with production submissions for 1st, 2nd, 3rd and 4th quarter 2004 data, with the new FTP process, and with the new Certview release.

Commonwealth strives to return calls and emails within one working day. However, given the extent and durations of efforts required during this high activity period, it may take longer.

The best and quickest way to ensure that a question/request is addressed is to email the request (thcichelp@comclin.net). To assist Commonwealth with weeding out the spam and other unwanted email, please include your THCIC ID (or Submitter ID) in the subject line as follows: THCIC ID: nnnnnn *subject topic*.

Note: Commonwealth does not open emails with a blank subject line.

If you prefer to call, use the following toll free number 888-308-4953. You will probably get the voice mail. In addition to leaving your name and number, please leave your THCIC ID and the best times to return the call.

If your emails or calls are not being addressed within the parameters above, you may contact Gabe Kuzman at gabe@comclin.net or 1-434-977-0000 ext: 115.

837 Test Submission Schedule

To allow for concurrent processing of both test and production data submissions, submission testing will begin the following schedule: All tests received by close of business on Thursday will be processed, reviewed and results returned no later than the following Tuesday. This schedule is effective immediately and will be followed until further notice.

THCIC Claims Match Criteria

THCIC uses the following data elements to create a key for matching xx7 (replacement), xx3 (intermediate interim), xx4 (final interim) and xx8 (void/cancel) claims. This key is used to group claims into encounters.

- THCIC ID Number
- PCN/PAN - Patient Control Number or Patient Account Number
- MRN – Medical Record Number
- Admission Date
- Admission Hour
- Type of Bill
- Statement Period From Date.

The use of these data elements maximizes the integrity of claim matching. However, it decreases the number of data elements that can be changed using the xx7 claim. To change any of the above data elements, the xx8 void claim must be used and then an original claim type can be submitted.

Production Schedule

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

- 03/01/05
 - Cutoff for initial submission of 4th quarter 2004 data
 - Distribution of 1st quarter 2004 certification files
- 03/08/05 – Distribution of 2nd quarter 2004 certification files
- 03/15/05 – Distribution of 3rd quarter 2004 certification files.
- 04/01/05 – Release of revised Certview software
- 04/30/05 – Cutoff for submission of corrections during certification.
- 06/01/05 – Certification letters and comments due for 1st, 2nd, and 3rd quarters 2004.

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://comclin.com)

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