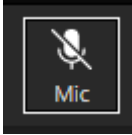# All-Payor Claims Database (APCD) of Texas
Submitter Feedback Forum

UTHealth School of Public Health
Center for Health Care Data

June 16, 2023

Welcome!

- Welcome and Housekeeping
  - Thank You!
  - Please place your audio on mute
  - Slides and notes will be made available on our website

Webex & Chat

- ◆ **<u>Reminder:</u>** The "Chat" function in Webex can be found on the bottom right-hand corner of your screen on most devices. In some instances, it may appear in the upper right-hand corner. Please enter your questions there.

- ◆ When entering a question in the chat, please respond to "**Everyone**" to ensure your question is visible so it can be acknowledged.

Desktop Application
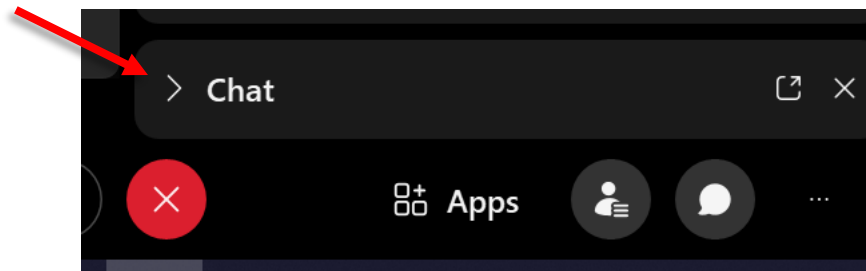
Website Application
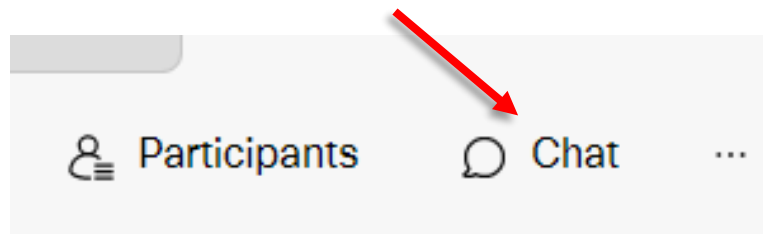
Agenda

- Go-Live Dates
- Administrative Notifications
- Monthly Submission – Extract Timing
- ZIP File Versioning
- Configuration for Production Files
- Conformance versus Quality Checks
- Submission Calendar
- Out of Compliance Email
- Reminder – Test

Go-Live Dates

PHASE	NOTIFY DATE	RULE NOTICE (DAYS)	RULE EARLIEST START DATE	APCD PHASE START DATE
REGISTRATION	07/11/22	90	NA	10/10/22
TEST DATA SUBMISSIONS	07/11/22	90	10/01/22	10/10/22
MONTHLY DATA SUBMISSIONS	09/01/22	180	03/01/23	07/01/23[1]
HISTORICAL DATA SUBMISSIONS	12/01/22	120	01/01/23	08/01/23[2]

[1] Reference Section 1.6 Data Submission Schedules in the Data Submission Guide (DSG) and 28 TAC §21.5405. The first monthly submission data files will contain claims data adjudicated in **March 2023**. All monthly submissions are due by the 7th of the month.

[2] All historical files should be submitted no later than **December 31, 2023**, and to include claims data from **January 2019** through **February 2023**; or to the submitter's first monthly data submission to the TX-APCD. The expected first monthly data submission will be March 2023 data provided during the July 2023 monthly submission period. Each historical file submission should contain only a single year-month data period and can be submitted in any year-month order.

Administrative Notifications

The following are the administrative notifications required for Exception and Extension Requests and Submissions.
This is a summary of the regulations at the date of posting; however, updates may occur. Consult the Texas Department of Insurance regulations for any rule changes.

Policy	Purpose	Rule Text	Initial Response	Response Time	Final Response	Duration
Exception	To provide relief from a particular requirement of the rule.	§21.5405(d)	No Less than **30 calendar days** before the date the payor is otherwise required to comply with the requirement.	14 calendar days to accept or reject. If no response from Center extension is automatically granted. If more information is needed, 14 calendar day clock starts on submission of response from Payor. If no response within 14 calendar days extension is automatically withdrawn.		Not more than 12 consecutive months; expires December 31st in which request was granted.
Extension	To provide an extension so that the payor has more time to come into compliance.	§21.5405(e)	Before the reporting date.	14 calendar days to accept or reject. If no response from Center extension is automatically granted. If more information is needed, 14 calendar day clock starts on submission of response from Payor. If no response within 14 calendar days extension is automatically withdrawn.		At discretion of the Center, temporary in nature.
Submissions	To provide milestone dates for original and corrective submissions.	§21.5405(f)	Communicate receipt of submission within 14 calendar days, inform of quality assessments, and specify required data corrections or resubmissions.	Payor has 14 calendar days to submit a revised or corrected data file or submit an extension request.	Failure to submit within either the normal schedule or within the resubmission window, Center will provide written notice to Payor of non-compliance. After 30 calendar days from written notice, Center will notify TDI.	

Monthly Submission – Extract Timing

- ◆ The APCD has instituted a 90-day delay between the last day of the data-period month (e.g., March 2023) and the beginning of the submission window (July 1, 2023). April, May, June (in this case) represent the timing necessary for the provider and insurer to resolve all claims disputes.

- ◆ You may submit earlier than this schedule, if your claim record has been finalized (using whatever fields in your system are applicable to flag a finalized claim).

- ◆ The TX-APCD put this system in place to avoid duplication of data.

- ◆ The calendar schedule might be adjusted in the future as we are able to review the submitted data's quality over time.

- ◆ **For this first month, please do not submit any earlier than July 1, 2023.**

ZIP File Versioning

◆ Submitters are no longer required to version data files contained in a zip package.

◆ This means you can use the same version number every time you submit or resubmit a file. Using the example from section 5.1 of the Technical Guide:

T_TWOSTEP_50000010_202201_202201.zip

    T_TWOSTEP_50000010_202201_202201_ME_01.txt

    T_TWOSTEP_50000010_202201_202201_PV_01.txt

    T_TWOSTEP_50000010_202201_202201_MC_01.txt

    T_TWOSTEP_50000010_202201_202201_PC_01.txt

◆ Submitters can hardcode the version number as 01.

◆ The TX-APCD is handling the versioning post-submission.

Configuration for Production Files

- Section 5.3 of the Technical Guide describes the identification of test submissions.

- Some payor codes have completed testing (submissions successful for multiple data periods) and have requested confirmation of completion.

- The TX-APCD will "flip the switch" to allow the submission of production files (currently all submissions are treated as test files – the TEST_SUBMISSION_FILES_ONLY flag is set to TRUE).

- Any payor code that has had at least one successful test file submission will be switched to production as of June 30, 2023.

- From that point onwards, production files should begin with a P_, test files should begin with a T_.

- It is important to mark files correctly to ensure that "test" data doesn't make its way into the TX-APCD data warehouse.

- As mentioned earlier, if you have a payor code that will not be able to meet the submission schedule, please consider requesting an extension.

Conformance versus Quality Checks

◆ The reports of pass/fail received after submission are the initial conformance checks with focus on the Common Data Layout (CDL) specification – did you have the right data in each field (ex. member last name is varchar), and did you have the right columns in each data file.

◆ The second submission check is a quality check (ex. – not all last names are 'Jones', or gender is not all Male, etc.). The TX-APCD has 14-calendar days to request a resubmission when poor quality in a file is found.

◆ For historical data, the TX-APCD understands this may not be possible, in which case an exception may be required.

◆ More information on this can be found in the Technical Guide, Section 5.2.2.

Submission Calendar

- ◆ Each submitter has a calendar (obligations) which tracks all expected submissions by data period. If there are data periods between 201901 and the start of regular monthly submissions where you **DO NOT** have any data to submit (you were not in operation in Texas, etc.), please notify the TX-APCD of these data gaps. You can do this by submitting a ticket via the portal indicating the data periods for which you have no data to submit.

- ◆ The TX-APCD will assume by default that all registered plans will submit historical data for the entire period 201901 through 202302, unless notified otherwise.

Note: Compliance is determined based on the calendar.

Out of Compliance Email

◆ When a monthly submission is not received as per the schedule in the rule the following example email will be generated automatically.

> RE: TX-APCD: Past Due Monthly Data File Submission Notification
> Organization: Health Corp.
> Submitter Code: HLTHCO
> Payor Code: 20000010
> Data Period: 03-2023
> Submission Deadline: 07/07/23
>
> Our records indicate that your organization did not submit the specified claim(s) data file by the submission deadline as per the schedule outlined in 28 TAC §21.5405(a)(1-12).
>
> **This submission is now considered past due.** Please submit the specified dataset as soon as possible to maintain compliance.
>
> If you are experiencing technical issues, need to file an extension or exception, or need support from the TX-APCD, please submit a ticket via the portal (txapcd.org) so we can assist you and track your issue through to resolution.
>
> Your prompt attention to this matter is appreciated.

◆ For historical data, an email will be generated manually in January 2024 for those historical data periods that have not been submitted.

Reminder – Test

- ◆ Please continue to test.

- ◆ Makes go-live much smoother for everyone.

- ◆ Please test connectivity to: **apcd-sftp.txapcd.org**

- ◆ Thank you for responding to the questionnaire!

Note: Submitters are required to complete successful test file submission before the start of monthly and historical data file submission.

Questions?

- ◆ Questions –
  - ◆ Please submit via chat.
  - ◆ If your question is specific to your organization, for:
    - ◆ General questions – send email inquiries to txapcd@uth.tmc.edu.
    - ◆ Portal and data submission questions – please enter a ticket via the submitter portal at https://txapcd.org.