

Payer's Flat File *Specification*

Version 1.3



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About this Document

This *Payer's Flat file Specification* document explains the functional specifications for a connection between Healthix and a participating Payer organization for the purpose of receiving from the initial membership load and then subsequent updates for members throughout the year from payer side.

Revision History

Version	Date	Author	Description
0.1	May 4, 2015	Naitik Patel	Draft for technical review
1.0	May 8, 2015	Naitik Patel	Added changes
1.1	May 20, 2015	Naitik Patel	Added use cases for Add and Update scenario
1.2	September 17, 2015	Naitik Patel	Added changes
1.3	November 24, 2015	Naitik Patel	Added changes

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1 Introduction

Healthix consolidates patient health care data from various sources and makes that information available to authorized Healthix users, subject to patient consent. Healthix accepts data in many formats and via various means of transmission, including the upload of flat files to the Healthix Secure File Transfer Protocol (SFTP) site.

The Healthix *Payer's flat file* specification is an unstructured text file that contains basic information about patients for the purposes of registering the patients in the Healthix system and recording the patient's consent value.

2 Transactions

2.1 Sending Data to Healthix: Process Summary

During implementation, Healthix provides credentials to the participant to enable the participant to access Healthix’s Secure File Transfer Protocol (SFTP) directory, used to submit flat file documents. Healthix processes Initial Membership Load and subsequent updates when Payer participant will come onboard.

Healthix processes each incoming flat file document, extracting data according to the details provided later in this specification. After processing, the static flat file itself may be archived or discarded. In either case, the Healthix system does not reference the static flat file document for the use or display of data.

Flat file document upload process:

1. Using an FTP client (e.g. WinSCP), establish a connection to the Healthix FTP site using the SFTP protocol (`sftp:\\`)
 - a. The Healthix SFTP host name is `sftp.healthix.org` (Port 22)
 - b. Healthix provides each participant with a SFTP account and directory during project implementation
2. When prompted, authenticate using the credentials Healthix assigns during implementation
3. Transfer the flat file document(s) to the SFTP site
4. Healthix processes the flat file documents to add new members or to updates on existing member.

2.2 Use Case

2.2.1 Add new Subscriber

Use Case ID:	Use Case 1.1		
Use Case Name:	Add new Subscriber		
Created By:	Naitik Patel	Last Updated By:	Naitik Patel
Date Created:	5/20/15	Last Revision Date:	5/20/15
Actors:	Payer Participant, Healthix		
Description:	This use case provide insight on the process flow for adding new subscriber from payer participant to Healthix DB.		
Trigger:	This use case will be executed when the ActionCode for Subscriber record on Payer’s flat file come across as “A”.		

Preconditions:	1. Payer Participant send flat file to healthix via SFTP
Post conditions:	1. New Subscriber gets added to Healthix DB with demographic, PCP and consent information provided in the flat file
Normal Flow:	<ol style="list-style-type: none"> 1. Payer posts their flat file on the SFTP location provided by Healthix 2. Healthix picks up the file from the SFTP location on schedule pick time. 3. Healthix checks for ActionCode value for each record on the flat file 4. For every record with ActionCode value "A", Healthix creates new subscriber record and store all the information provided on flat file for that particular subscriber in Healthix DB.
Assumptions:	1. If subscriber record comes with ActionCode "A" but the subscriber already exists in Healthix DB, the record will be rejected.
Notes and Issues:	

2.2.2 Update Subscriber information

Use Case ID:	Use Case 1.2		
Use Case Name:	Update Subscriber information		
Created By:	Naitik Patel	Last Updated By:	Naitik Patel
Date Created:	5/20/15	Last Revision Date:	5/20/15
Actors:	Payer Participant, Healthix		
Description:	This use case provide insight on the process flow for updating subscriber information from payer participant		
Trigger:	This use case will be executed when the ActionCode for Subscriber record on Payer's flat file come across as "U"		
Preconditions:	1. Payer Participant send flat file to healthix via SFTP		
Post conditions:	1. Subscriber demographic, PCP and consent information gets updated in Healthix DB with information provided in the flat file		
Normal Flow:	<ol style="list-style-type: none"> 1. Payer posts their flat file on the SFTP location provided by Healthix 2. Healthix picks up the file from the SFTP location on schedule pick time. 		

	<ol style="list-style-type: none"> 3. Healthix checks forActionCode value for each record on the flat file 4. For every record with ActionCode value "U", Healthix updates subscriber record with demographic, PCP and consent information provided on flat file in Healthix DB.
Assumptions:	<ol style="list-style-type: none"> 1. If the Subscriber record comes with AcitonCode "U" but the subscriber doesn't exists in Healthix, Healthix will create a new record with demographic and consent information provided on the flat file.
Notes and Issues:	

3 Flat File Document Structure and Example

The Payer’s flat file must be a simple text file (.txt) and have a file name adhering to the convention below. The first segment of the file name, an abbreviation identifying the participant, is determined by Healthix during project implementation. In the example below, Healthix requires the ABC Practice participant to include “ABC” in the file name.

An example file submitted to Healthix by ABC Practice on April 1, 2015 has the following file name:

```
ABC_Payer_Healthix_20150401.txt
```

Healthix will use LoadDate as a consent effective date and consent modification date for all the new(Add) records on the Payer flat file. If the record comes as an update to an existing subscriber record in Healthix, the consent modification date will be changed to LoadDate and effective will remain the same.

3.1 Flat File Document Structure

The Initial Membership Load file consists of one or more rows of pipe-delimited data segments, each row referring to specific member identification:

```
ReasonCode|AssigningAuthority|MemberID|PolicyNumer|MedicaidID|LastName|FirstName|MiddleName|SSN|DateOfBirth|Gender|AddressLine1|AddressLine2|City|State|Zip|Country|County|EmailAddress|MobilePhone|HomePhone|WorkPhone|TermBeginDate|TermEndDate|PCPIDonFile|PCPLastName|PCPFirstName|PCPAddress|PCPCity|PCPState|PCPZip|PCPCountry|PCPEmail|PCPPhone|Consent|ConsentEffectiveDate
```

The following table outlines the data that Healthix consumes from the initial membership load. Any data elements not listed in this table or in the table of assumptions above are not currently stored within Healthix.

Segment	Required/Optional	Healthix Data Element	Format and Comments
1 ActionCode	Required		This is to specify if this record is 'A'-ADD or 'U'-Update
2 PayerID	Required	Patient Number Organization Code	Payer ID will have unique identification code that will identify different payers in Healthix system
3 MemberID/ClientID	Required	Patient MRN	Patient’s Unique ID in Payer’s Membership System
4 PolicyNumber	Required		Member’s Policy number on file
5 MedicaidID	Optional		
6 LastName	Required	Patient Family Name	
7 FirstName	Required	Patient Given Name	

8	MiddleName	Optional (send if available)	Patient Middle Name	Middle name or initial is accepted if sent.
9	SSN	Optional		Format: 123-45-6789
10	DateOfBirth	Required	Patient Date of Birth	Format: YYYYMMDD
11	Gender	Required	Patient Gender Code	Accepted values: M, F, O, U, A, N
12	AddressLine1	Required	Patient Address (Street)	
13	AddressLine2	Optional (send if available)	Patient Address (Street)	
14	City	Required	Patient Address City	
15	State	Required	Patient Address State	Format: Two-letter U.S. state, e.g. NY
16	Zip	Required	Patient Address (Zip)	Format: 5 digit or 9 digit
17	Country	Required	Patient Address(Country)	Format: String
18	County	Optional		Format: String
19	EmailAddress	Optional	Patient's Email Address	
20	MobilePhone	Optional (send if available)	Patient Contact Info Mobile Phone Number	Format: (555)555-5555
21	HomePhone	Optional (send if available)	Patient Contact Info Home Phone Number	Format: (555)555-5555
22	WorkPhone	Optional (send if available)	Patient Contact Info Work Phone Number	Format: (555)555-5555
23	TermBeginDate	Required	Benefit Begin	Format: YYYYMMDD
24	TermEndDate	Required	Benefit End	Format: YYYYMMDD
25	PCPIDonFile	Optional	Primary Care Provider Code	PCP's NPI ID on file
26	PCPLastName	Optional	Primary Care Provider Family Name	
27	PCPFirstName	Optional	Primary Care Provider Given Name	
28	PCPAddress	Optional	Primary Care Provider Address (Street)	
29	PCPCity	Optional	Primary Care Provider Address (City)	
30	PCPState	Optional	Primary Care Provider Address (State)	
31	PCPZip	Optional	Primary Care Provider Address (Zip)	

32	PCPEmail	Optional	Primary Care Provider Contact Info Email Address	
33	PCPPhone	Optional	Primary Care Provider Contact Info Mobile Phone Number	Format: (555)555-5555
34	Consent	Required		Accepted values: Y, N, U. U= Unknown is default, N=No or Y=Yes only if there is a signed form on record.
35	ConsentEffectiveDate	Required	Consent Date	Format: YYYYMMDD

3.2 Example Flat File

The following flat file example conforms to the Healthix specification for a participant whose identification assigning authority is "ABC":

File name: ABC_Payer_Healthix_20150401.txt

```
A|ABC|43278938|23423423|23740283|Beachem|John||343-23-5235|19480823|Male|123 Street |Apt
1|Somerville|New York|8830|United States|Camden|123@gmail.com|(917) 354-6645|(917) 354-
6650|(917) 354-6655|20150101|20160101|84543534|Mitchell|James|19550 Governors Hwy. Ste. 2500|New
York|New York|10001|United States|| (708) 799-7600|Y|20160101

A|ABC|89342379|24344324|83759375|Smith|Jason|K|343-23-5236|19480910|Male|124 Street |Apt
2|Iselin|New York|8831|United States||wrewe3@gmail.com|(917) 354-6646|(917) 354-6651|(917) 354-
6656|20150101|20160101|23434324|Orlov|Nicola|19551 Governors Hwy. Ste. 2500|New York|New
York|10001|United States|| (708) 799-7601|U|20160101

A|ABC|98423984|24332432|34524525|Lary|Jim|G|343-23-5237|19480304|Male|125 Street |Apt
3|Edison|New York|8832|United States|Middelsexx|dfrrtw@gmail.com|(917) 354-6647|(917) -354-
6652|(917) 354-6657|20150101|20160101|23443435|Park|Nanah|19552 Governors Hwy. Ste. 2500|New
York|New York|10001|United States|fgdfg@yahoo.com|(708) 799-7602|Y|20160101

U|ABC|84239349|42344343|23452355|Pandya|Jonny||343-23-5238|19480301|Male|126 Street |Apt
4|Matachun|New York|8833|United States||123@gmail.com|(917) 354-6648|(917) 354-6653|(917) 354-
6658|20150101|20160101|34563455|Roman|Arlene|19553 Governors Hwy. Ste. 2500|New York|New
York|10001|United States|1231@yahoo.com|(708) 799-7603|U|20160101

U|ABC|32490244|57567567|23508373|Rodhse|Jonty|W|343-23-5239|19480110|Male|127 Street |Apt
5|Newark|New York|8834|United States|Bronx|123@gmail.com|(917) 354-6649|(917) 354-6654|(917) 354-
6659|20150101|20160101|34524543|Ross|Helaine|19554 Governors Hwy. Ste. 2500|New York|New
York|10001|United States|| (708) 799-7604|Y|20160101

U|ABC|32490334|56756767|45644522|Smith|Adam|G|343-23-5240|19481212|Male|128 Street |Apt 6|New
York|New York|8835|United States||123@gmail.com|(917) 354-6650|(917) 354-6655|(917) 354-
6660|20150101|20160101|84543534|Shi|Yinshan|19555 Governors Hwy. Ste. 2500|New York|New
York|10001|United States|| (708) 799-7605|U|20160101
```