

MCP Encounter Data Testing Procedure

June 20, 2002

Acceptance testing of encounter data tapes is required:

- (a) Before an MCP may submit "production" encounter tapes; and/or
- (b) Whenever an MCP changes the preparer of the electronic media.

The purpose of the acceptance test is to verify tape/cartridge readability, and file format. Where possible the test invokes the current set of data field edits which are in force for production data. This approach gives the MCP some feedback as to the acceptability of their data under production conditions.

There are three electronic formats:

- C Electronic Media Claims National Standard Format (NSF)
 - C UB-92 Electronic Media Claims Version-4 Flat File Format (HCFA Version 4 Flat File)
 - C National Council on Prescription Drug Programs (NCPDP) Version 3.2
- A minimum of 250 claims of each format are required.

To request a "test",

1. Prepare the appropriate tape/cartridge.

2. Externally label the tape/cartridge with:
 - a. The word "TEST"
 - b. Name and address of MCP
 - c. The appropriate external reel/cartridge number indicating 'H' for encounter data, 3-alphabetic character submitter ID, and using the sequence number zero, '00'. Unlike production tapes, all test tapes are to use the sequence number zero.

ODHS will assign a "testing identifier" to each reel/cartridge as it is received.

3. Prepare a Letter of Certification Form to accompany the tape, and print the word "TESTING" on the form.

4. Send the tape/cartridge with the Certification Letter to the same address as production tapes are sent:

Ohio Department of Job & Family Services
Air Center
Data Scheduling Unit
4200 East Fifth Avenue
Columbus, OH 43219