

ODJFS Testing Parameters for the 837 Professional, 837 Institutional, and the 837 Dental Transactions Sets

Testing Overview

The testing process is designed to closely replicate the production process of the trading partner's regular submission of claims to the Ohio Department of Job and Family Services from delivery through adjudication. Complete information can be found in the ODJFS EDI Trading Partner Information Guide.

Phases of Testing

Phase I

This phase is being conducted by HealthCare Transaction Processors, Inc., (HTP) which is a clearinghouse for ODJFS. HTP will be testing for connectivity, EDI enveloping, and WEDI SNIP Testing Types 1, 2, and 4.

Phase II

This phase is a pre-processor that tests for general information such as an invalid or missing submitter ID, an invalid recipient ID, etc., that would cause a claim to fail adjudication. In Phase II, if these types of errors are encountered, either an 824 Application Advice or an unsolicited 277 Claim Status will be returned only for the claims that fail Phase II. A passing rate of 90% or greater of the claims submitted in the translated file will be considered a valid test file.

Phase III

This phase is the test adjudication phase. Detailed Medicaid edits are used to determine if a claim would be paid or denied. In Phase III, an 835 Remittance Advice is returned to the submitter of the file only. It is in the best interest of the trading partner to review all denied claims and the corresponding Remittance Advice and Claim Adjustment Reason codes to determine the cause of the denial. A crosswalk from these HIPAA codes to the ODJFS EOB codes can be found at <http://www.state.oh.us/odjfs/ohp/hipaacomcds.stm>. A 10% or less denial rate is considered appropriate for Phase III.

No warrant is issued in the testing Phase III.

Production Quality for Testing

For ODJFS, EDI testing includes the testing of

- Network connectivity (the communications gateway)
- Standards compliance (EDI translation)
- Business process integrity (applications software)

An EDI test file from a trading partner should contain valid Ohio Medicaid recipient numbers, Medicaid Provider numbers, and codes. Whenever possible, submit test claims that have been previously paid by Medicaid. A test file from a trading partner should be created by the same means that the production file will be created.

Transmission Files

Trading partners must submit separate transmissions for 837 Professional, Institutional, and Dental files. Each transmission type will be tested separately.

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File Conventions

File Names

The following naming convention for the files that are delivered to the upload folder must be used. This convention will allow us to very quickly identify the sender of the file and identify what type of file it is.

File Naming Convention for trading partners sending files to ODJFS:

Type	Date	ID	Version	Separator	Extension
P	yymmdd	Medicaid ID	v000	.	837
I	yymmdd	Medicaid ID	v000	.	837
D	yymmdd	Medicaid ID	v000	.	837

Example: P0211300000206v001.837

Rules for naming conventions:

- A submitter of claims will be assigned a Medicaid trading partner number for each location they send from if they intend to send the same claim type from more than one location.
- The version will be an incrementing number that denotes files for that day. It will need to be zero filled, i.e. 001, 002, 003, etc.
- For files other than 837s, the Type will be G for generic.
- For all files the extension will be the X12 number for that transaction type.

Data Formatting

All objects including *.837, *.997 files can either be wrapped or unwrapped. The files must contain carriage return/line feed control characters (Hex 0x0d0x0a) at the end of every line or the data in the files must be streamed to be able to be processed. Whatever method is chosen must be consistent throughout the entire file.

ANSI X12 Adherence

The EDI objects must strictly adhere to the structural, syntactic, conditional, and semantic requirements as specified in the ASC X12 National Standard, HIPAA legislation, and as provided in the ODJFS HIPAA Companion Guides.

ASCII

The Ohio Department of Job and Family Services does not accept EBCDIC files. All data transfers are expected to be in the American Standard Code for Information Exchange (ASCII) format.

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Connectivity Information

HTTPS/SSL vs. FTP/PGP

In order to transfer test or production files, it is important to establish a secure connection for transferring these files. Initially, Hypertext Transfer Protocol (HTTP) over Secure Socket Layer (SSL) will be the preferred transfer method for testing due to its quick setup and ease of use. Once in production, or even during testing, an File Transfer Protocol (FTP) transfer using PGP encryption can be set up to allow trading partners to automate the process of sending and receiving files. Descriptions of each transfer method are below.

HTTPS/SSL

This method allows for the transfer of files securely over the internet through an encryption/decryption process performed automatically by any 128-bit SSL enabled browser such as Internet Explorer. A software update may be required if the browser being used does not have this capability. HTP Customer Service personnel will know how to check on this and perform any necessary updates.

FTP/PGP

This method also allows for the transfer of files over the Internet, but these files will have to be encrypted using PGP encryption. The sender and receiver will need to exchange "keys" for the encryption and decryption of files. See <http://www.pgp.com> for more details.

Getting a User ID and Password

When setting up a file transfer, trading partners will be given a User ID and Password. This User ID is the seven-digit Medicaid trading partner number. HTP will contact you to confirm your user ID and to assign an initial password to you. For password resets or changes, contact HTP Customer Service.

HTP Customer Service

Customer Service

HTP Customer Service can be reached at 614-885-1272. Press 1 for Customer Service.

Hours of Operation

Excluding maintenance, HTP's servers are operational 24 hours a day, seven days a week. Assigned Customer Service Representatives (CSRs) are available from 8:00 a.m. to 5:00 p.m. Eastern Time, Monday through Friday. A CSR will be available via beeper after normal business hours to address severe or critical issues.

Scheduled Maintenance

Maintenance to HTP systems and applications will be performed on Wednesday and Friday mornings between 3:00 a.m. and 6:00 a.m. Trading partners will be notified in advance if any other maintenance is required.

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Directory File Process

File Upload

When using HTTPS/SSL, files uploaded by trading partners will automatically be placed in the Upload folder. When using FTP/PGP, it is the responsibility of the trading partner to make sure their files are uploaded to the correct folder. Once trading partners have placed them in the Upload folder, files will remain there until they are picked up by HTP to be processed. Files that are picked up by HTP are automatically deleted from the Upload folder.

File Download

All response transactions will be placed in the trading partner's Download folder. Trading partners are responsible for downloading all files from the Download folder. This should be done daily, as files left in the Download folder will be deleted after 30 days, regardless of whether or not they have been downloaded. It is the responsibility of the trading partner to delete files from the Download folder once they have been downloaded.

EDI Identifiers

Sender ID/Receiver ID for Trading Partner

Your EDI ID will be the seven-digit Medicaid trading partner number assigned by ODJFS. If you are currently a tape biller, this is your seven-digit Intermediary Provider number. If no number has been assigned, ODJFS will notify you with a Medicaid trading partner number. This number will be used in the directory file process and will be used in the ISA and GS segments (padded with spaces to the maximum length of the field, if necessary). Refer to individual ODJFS Companion Guides for detailed information about the ISA and GS segments.

Sender ID/Receiver ID for ODJFS

For the ODJFS Sender/Receiver ID, ODJFS will use the following identifier: MMISODJFS. When the EDI field is fixed-length, such as the ISA08 for a Receiver ID, the field will be padded with spaces to the maximum length of the field.

Control Segment Information

Interchange Control Number:

The Interchange Control Number must be unique within a day's transmission.

Test or Production Flag:

The ISA15 must be T for Test. Only use P for Production.

Example:

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ISA*00*.....*00*.....*ZZ*7.DIGIT.ID.....*ZZ*MMISODJFS.....*031016*2300*  
U*00401*000000001*0*T::~~
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Phase I Testing Parameters

HTP, Inc. will be testing Phase I of the three testing phases listed on page 12. The testing parameters for Phase I are as follows:

1. A Medicaid Trading Partner Profile form (www.state.oh.us/lecedi/odjfs) must be completed and submitted online.
2. At least three files per transaction type (837 Professional, Institutional, Dental) must pass Phase I testing.
3. Each file must have a minimum of 250-500 claims.
4. All EDI files must completely pass X12 integrity testing. This checks basic X12 syntax.
5. All EDI files must completely pass HIPAA syntactical requirement testing. This checks for syntax specifically related to HIPAA implementation guides.
6. All EDI files must completely pass HIPAA situation testing. This checks to make sure all interdependent elements are present.

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Phases II and III Testing Parameters

ODJFS will be testing Phases II and III. It will be in your best interest to adhere closely to these Testing Parameters to ensure successful testing compliance with ODJFS for HIPAA. The following are the requirements for Phases II and III:

1. Version

HIPAA X12N-4010 + October 2002 Addenda: Version X12N-4010A1
ODJFS Companion Guide Version: Version 1, dated August 6, 2003

2. Type of Service

A representative sampling of your business claims (Types of Service such as Ambulance, Home Health, Laboratory, Transportation, etc.) should be contained in the test file.

3. Additional Transaction Sets

A trading partner must be able to successfully receive and translate the Unsolicited 277, the 824 Application Advice, the 997 Functional Acknowledgement transaction sets, and the TA1 segment. The 835 Remittance Advice will be returned in test.

4. Claims Count

Target Range: 250-500 Medicaid claims per type of transaction (Professional, Institutional, and Dental).

5. Date of Service

Date of Service for each claim cannot be any older than six months prior to the test submission date.

6. Frequency of Test File Submission

a. Submission of test files – up to a maximum of one (1) file per day per transaction type {one (1) Professional, one (1) Institutional, one (1) Dental} can be sent to the upload/download directory to be processed until those file(s) pass the translator with an Accepted 997 Functional Acknowledgement.

b. Re-submission – A file can be re-submitted using the same claims until 90% of the claims submitted pass the pre-processor (Phase II) and are sent to test adjudication (Phase III). This percentage must be reached for every transaction type being tested.

7. Number of Test Files

Three files of each transaction type must be fully tested (end-to-end), each file passing test Adjudication (Phase III) with no more than a 10% denial rate.

NOTE: Data must contain claims that are independent of previously sent test files.

8. Reporting

835 Electronic Remittance Advice - Limit claims for testing to those for whom you (the trading partner) are the designee to receive the 835.

9. Performance Monitor

Poor test performance will result in a delay in moving to production.

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Successful Completion of Testing

Successful completion of all testing parameters will be confirmed in a letter sent by the Bureau of Information Systems Support (BISS).

Moving to Production

Trading partner requirements for submitting claims for production are as follows:

1. Meet all testing criteria for Phases I, II and III.
2. A Trading Partner Agreement must be signed by the trading partner's authorized representative and be on file at ODJFS. (Submit two signed originals and one agreement will be returned to you signed by ODJFS.)
3. Verify client relationships as determined by ODJFS (Verification process information will be released at a later date).
4. Confirm 835 Remittance Advice destination with all clients (providers).

You will be notified when you can submit claims for production processing by ODJFS MMIS-EDI-Support. This will include a start date for production.

Support Contact Information

HTP Customer Service

Contact HTP Customer Service for connectivity issues, transmission problems and all Phase I testing questions.

HTP Customer Service Phone

614-885-1272. Press 1 for Customer Service.

HTP Customer Service Email

Medicaid@htp-inc.com

ODJFS MMIS-EDI-Support

Contact ODJFS MMIS-EDI-Support Phase II and Phase III testing questions.

ODJFS MMIS-EDI-Support Phone

614-387-1212

ODJFS MMIS-EDI-Support Email

MMIS-EDI-Support@odjfs.state.oh.us