



Texas Health Care Information Council

4900 North Lamar, Room 3407 Austin, Texas 78751-2399 (512) 424-6492 (512) 424-6491 (fax)

Visit our Web site at <http://www.thcic.state.tx.us>

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TO: Chief Executive Officers of Texas Hospitals

FROM: Jim Loyd, Executive Director

THCIC Hospital Numbered Letter - Volume 2 Number 1.

1The Data Correction Software release.

2Data Corrections Seminar

3 General Information

1The Data Correction Software release.

The **Data Correction software** was shipped out the week of December 7, 1998. Many hospitals have received the software programs and have installed them. Data is currently being processed and error reports and files are being generated.

Commonwealth Clinical Systems is calling the contact person of each hospital, which has notified the Council they would be using the Data Correction Software for making corrections to their data. The contact person will be given the LOGIN, and Password for accessing the CCS computer. Also the Hostname, Username and Password to access the electronic mailbox for that particular hospital's error report and data requiring corrections is stored. Do not call the HelpDesk asking for your password, CCS will notify the contact person when the reports and data are ready to be accessed.

2 Data Corrections Seminar

On December 10, 1998 the Council staff presented a fifth Data Correction Seminar. Sixty plus attendees were presented information regarding the data correction process. Many of the participants stated they were beginning to understand how the process worked. There was a suggestion made at the seminar that we are implementing with this letter:

The suggestion was to have instructions for working with the Hyperterminal Program, because many people are unfamiliar with this program. These instructions are included with this numbered letter. See the attached [Hyperterminal Instructions](#).

3 General Information

If you decide to change the method in which you correct your data, you need to notify the Council as soon as possible. This will prevent your hospital's data from being misrepresented in the Public Use Data Reports and File.

The Council has discovered that the Data Correction Process Manual does not adequately describe how to retrieve the hospital's error file from diskettes. See the attached [Diskette Error File Retrieval Instructions](#)