Hospital Numbered Letter Volume 8 Number 4
March 1, 2005

Certification Data Release Schedule

Certification data is being released beginning March 1st. The data will be released over a period of three weeks. Quarter 1 certification data will be placed in hospital mailboxes on March 1st. Second quarter will be placed in mailboxes a week later on March 8th, and third quarter will be placed in mailboxes on March 15th.

In order to ease the download process, please retrieve the certification data within the seven-day window.

For Those That Will Receive only Third Quarter Data:
If you have already received your first and second quarter certification data, your third quarter data will be placed in your mailbox March 15th.

Those of you that receive your certification data on magnetic media will receive your data on the same or expedited schedule.

Certification Letters Due

Regardless of when you receive your certification data, certification letters for all three quarters are due June 1st and cutoff for corrections at certification is April 15th.
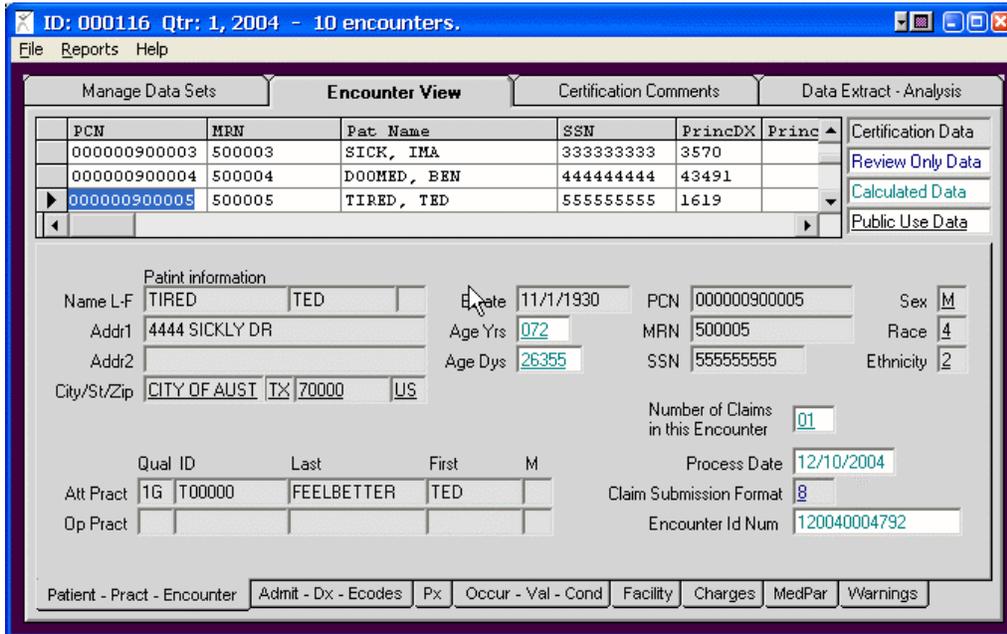
New CertView Software

With release of the first quarter 2004 certification data, a new version of the CertView software is available for reviewing the data. This new version, while not drastically different from before, is different enough that you might want to attend a training session. The software can be obtained at www.thcichelp.com. Below is an example of what the new software looks like.

The initial release of the new software requires computers with Microsoft Access 2000 in order to produce reports. If you do not have a computer with Access 2000, please contact the Help Desk. Commonwealth will create the reports for you and place them in your mailbox. (There is no fee associated with this service).

Training classes have been held for the new Certview. If you were unable to attend training, but would like to attend a session, please email Terry Salazar at terry.salazar@dshs.state.tx with your name, email address/phone number and the name and location of your facility.

New Certview Screen:

New THCIC Website

The THCIC web pages are now part of the Department of State Health Services website. The new location is www.dshs.state.tx.us/THCIC. Links on the home page will take you to Data and Reports, the Calendar and General Information. The Data and Reports page has a link to Hospital Data Reporting Requirements, where you will find the Schedule, the Technical Specifications Manual and the Numbered Letters.

Reminders and Deadlines

The hospital discharge data schedule may be downloaded from http://www.dshs.state.tx.us/THCIC/hospitals/schedule.shtm.

- 03/01/05
  - Cutoff for initial submission of 4th quarter 2005 data
  - Distribution of 1st quarter 2004 certification files
- 3/08/05 – Distribution of 2nd quarter 2004 certification files
- 3/15/05 – Distribution of 3rd quarter 2004 certification files.

Important Phone Numbers
Commonwealth Clinical Systems (CCS)

THCIC Helpdesk – 888-308-4953 or THCICHelp@comclin.net

CCS web site – www.thcichelp.com (Please note that this is a new Web site for the THCIC help desk.)

HyperTerminal Phone Number – (434) 297-0367 (For Data Submission)

DSHS-Center for Health Statistics – 512-458-7261

THCIC Staff – 512-458-7111

Bruce Burns	extension 6431	Hospital data submission, 837 format issues
Sylvia Cook	extension 6438	Hospital reports, data use
Terry Salazar	extension 2352	Hospital data submission, correction and certification training
Dee Shaw	extension 3374	Hospital compliance, data sales
Ron Weiss	extension 6453	

THCIC fax – 512-458-7740