Texas Health Care Information Collection - THCIC
Health Facilities Numbered Letter, Volume 25 Number 5
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Please share with all staff working with the THCIC data collection efforts.

Share Your Thoughts on the FER

What changes to the Frequency of Error Report (FER) would make it more useful to you? The FER is the report emailed to facility primary contacts when provider data is submitted to the THCIC System (maintained by System13).

THCIC is planning a 1-hour workshop in the third week of August focused on improving the design of the FER. THCIC is seeking a small group of volunteers who will brainstorm ideas for improving the current design. THCIC invites representatives from Hospitals, Ambulatory Surgery Centers (ASCs), and Freestanding Emergency Medical Care Facilities (FEMCs) who use the FER. If you would like to participate, please email andy.alegria@dshs.texas.gov by July 22, 2022. The day and time of the workshop will be scheduled based on the availability of participants.

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Inpatient Technical Specifications Change

Please share this article with the vendor or IT staff who maintains the application you use to enter and submit THCIC data. THCIC plans to make the following change to the THCIC Inpatient 5010 Technical Specifications effective January 1, 2023.

In loop 2300 — CLAIM INFORMATION, reference destination CLM05-1 – Facility Code Value (Health Care Service Location Information), THCIC is removing the "code 85" Specialty Facility – Critical Access Hospital. In other words, Specialty Facility – Critical Access Hospital (code 85) will no longer be

a valid bill type - facility type code for inpatient claims. Instead, you should use Facility Code Values 11, 12, or 18.

THCIC is making this change because valid values for the CLM05-1 – Facility Code Value field is derived from the uniform bill for institutional providers (known as UB-04) where Type of Bill 085x is not a valid value for inpatient claims.

Report Highlight – Hardcopy Report

Would you like a detailed list of all the errors and warnings for each field in each of your claims submitted to the THCIC System? The Hardcopy Report, found in the THCIC System Reports tab, includes useful information such as the record IDs, field, value you sent, and error number.

You can use the 5010 Inpatient and Outpatient Appendices, downloadable from the THCIC website, to look up the error descriptions by error number. Alternatively, the Frequency of Error report on the Reports tab, and the FERs emailed to the facility primary contact when your data is submitted, provide a short list of the error numbers and descriptions specific to your data. For those of you who enter data into your facility's data collection application and then submit to the THCIC System, using the Hardcopy Report and Frequency of Error report together provide the easiest method for finding data entry and software translation errors so that you or your software vendor can correct them.

Upcoming Due Dates

Activity	Q4 2021	Q1 2022	Q2 2022
Cutoff for initial submission	~~3/1/2022~~	~~6/1/2022~~	9/1/2022
Cutoff for corrections (Free)	~~5/2/2022~~	8/1/2022	11/1/2022
Facilities retrieve certification files	~~6/1/2022~~	9/1/2022	12/1/2022
Cutoff for corrections at the time of certification (Associated Fees)	~~7/1/2022~~	10/3/2022	1/2/2023
Certification/comments due	~~7/15/2022~~	10/17/2022	1/17/2023

A schedule of **all** due dates may be found at:
http://www.dshs.texas.gov/THCIC/datareportingschedule.shtm

Videos for Troubleshooting

System13 has created several You Tube videos covering several topics on THCIC data reporting and data errors.

[Allowed File Upload formats](#)

[Claim Entry (Manual Data Entry)](#) - How to enter claims

[Claim Correction](#) - How to correct errors

[Explaining the THCIC Required Codes List](#)

[Institutional -vs- Professional format](#)

[Social Security Number (SSN), Race, And Ethnicity issues](#)

[Troubleshooting 837 Submission Files](#)

[Correcting Physician Errors](#)

[Diagnosis (manifest) codes, E-Code, and POA Errors](#)

[Patient Control Number Errors](#)

[How To Certify](#)

Did You Know?

- A new **FER** (Frequency of Error Report) should always be generated after data corrections have been made to ensure no errors were overlooked.

- A **Summary Report** should always be generated and reviewed each time data are submitted, and again after data corrections and before the certification phase begins.

- **Provider Primary Contacts** must always keep their Logins active. Failure to log in at least every 60 days to reset your password may cause a temporary deactivation of your account for security purposes.

- Your quarterly **certification "comments"** are **PUBLICLY** released as written. Use caution. You should **never** provide physician or patient identifying information in a certification comment.

- All Data Manager and Data Certifier login passwords MUST be reset every 60 days in our system and must never be shared.

- **Emailing** of **Personal Identifying Information (PII)** or **Sensitive Personal Information (SPI)**, even if the email is encrypted, may not be adequately protected by all systems the data may pass through.

Always contact the recipient first to inquire if emailing this type of information is acceptable.

- The **"Accept as is"** function in the data correction functionality **does not** correct an error. It only clears the notification of all the errors in the claim itself. The errors still count against the total accuracy rate in the **FER** unless it is corrected through the Correction Tab, or by submitting a corrected claim batch file through the system.

THCIC Training

THCIC provides free Webinar trainings on the data reporting processes that are required of all Texas hospitals, ASCs, and FEMCs.

Postings for Webinar dates may be viewed at:
http://www.dshs.texas.gov/thcic/Training.shtm

Signing up for training is limitless and refresher training is encouraged.

THCIC highly recommends and encourages all facility staff involved with the THCIC state data reporting to sign up for training.

To attend the Webinar training(s), please send inquiries to:
thcichelp@dshs.texas.gov.

For help or general questions on Submission, Correction, and Certification please contact THCIC at: thcichelp@dshs.texas.gov

How to Reach Us

System13, Inc. (in Virginia)
Web site: https://thcic.system13.com

System13 Helpdesk
Monday-Friday, 8:00a – 5:00p (Central Time)
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Email: thcichelp@system13.com

THCIC (in Austin)
Web site: www.dshs.texas.gov/thcic

Main phone: (512) 776-7261 (must leave a message)
Email: thcichelp@dshs.texas.gov

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THCIC staff may be contacted by email at thcichelp@dshs.texas.gov

Past Newsletters
https://dshs.texas.gov/thcic/Texas-Health-Care-Information-Collection-Numbered-Letters/

Links to Forms and Documents
   Patient Notification of Data Collection Form –
   http://www.dshs.texas.gov/thcic/Patient-Notification-of-Data-Collection.pdf

   Provider Contact Update Form -
   https://www.dshs.texas.gov/thcic/hospitals/FacilityInformationRequest.pdf

   No Quarterly Data to Report Form -
   https://dshs.texas.gov/thcic/hospitals/NoDataToReport.pdf

   Current Provider Contact List –
   https://dshs.texas.gov/thcic/hospitals/FacilityList.xls

   Appendices Document –
   https://www.dshs.texas.gov/thcic/hospitals/5010_InpatientandOutpatientAppendices.pdf

   Contains:
   - Country Codes
   - Default Values
   - Race and Ethnicity documents
   - Revenue Code Groupings used for Encounter File and PUDF

- Audit IDs and Audit Messages
- Payer Source Coding Guide
- Key Data Elements for matching INPATIENT claims
- Key Data Elements for matching OUTPATIENT claims

Data Reporting Schedule –
https://www.dshs.texas.gov/THCIC/datareportingschedule.shtm

Inpatient Reporting Requirements -
https://www.dshs.texas.gov/thcic/hospitals/TechReqSpec5010_Inpatient_THCIC837.pdf

Outpatient and Emergency Department Reporting Requirements -
https://www.dshs.texas.gov/thcic/OutpatientFacilities/TechReqSpec5010_Outpatient_THCIC837.pdf

HCPCS Codes -
https://dshs.texas.gov/thcic/OutpatientFacilities/HCPCS-Code-worksheet-for-2021.xls