TEXAS Department of State Health Services
CHS-THCIC • 1100 W. 49th Street • M-660 • Austin Texas 78756 • Phone 512-776-7261 • www.dshs.texas.gov/thcic

Texas Health Care Information Collection - THCIC
Health Facilities Numbered Letter, Volume 19 Number 2
September 22, 2016

## Did You Know? (All staff involved with THCIC)

- The assigned THCIC Provider Primary Contact may provide up to six (6) staff with their own provider logins to access our system. Instructions are in the Vol 15 Num 3 newsletter.
- A disabled login, due to 3 failed login attempts, will automatically be "reset" by our system after an hour.
- All login passwords MUST be changed every 60 days in our system.
- When communicating with THCIC or System13, always provide the facility's assigned THCIC ID Number (not the facility name or a login username) for identification.
- The newsletter notifications are distributed by email to the assigned THCIC Primary Contact at each facility, who should then share the newsletter with internal staff.
- Your quarterly certification "comments" are PUBLICLY released as written. Use caution.

### In This Issue

Did You Know?
Rate Increase for Services at System13
Claim Errors
Updating Contact Information
Legislative Corner
Upcoming Due Dates
Webinar Training
How to Reach Us
Past Newsletters
Links to Forms and Documents
History

## Rate Increase for Services at System13 (Hospital/ASC)

| Item | Effective 9/1/2016 |
|---|---|
| Charge to providers for data distribution on hard media | $41.00 |
| Hourly programming charge | $117.00 |
| Rate for corrections during certification | $117.00 |
| Rate for recreating certification files | $460.00 |
| Rate for rush order | $346.00 |

## Claim Accuracy Enforcement (All staff involved with THCIC)

Claims reported to Texas Health Care Information Collection (THCIC) are required to be 100% accurate. THCIC has recently discovered an increase in claim errors that are not being corrected by

the provider. This becomes a compliance issue for the provider when claim errors are not corrected by the scheduled timeline.

When a hospital, ambulatory surgery center, or a designated vendor reports data to System13, Inc. (the THCIC data warehouse), System13 provides **detailed** information to the provider regarding **errors** within each claim. All claim **errors** should be corrected by the provider no later than the scheduled correction timeline.

The system also permits providers to generate and print information regarding data errors after corrections have been made through a report called "Frequency of Error Report" (FER). The FER provides information on the claims accuracy rate as well as the "Hardcopy Error Report" (HCR) and are available on your Reports tab.

Enforcement of claim accuracy by THCIC has begun through email notifications.

System13, Inc. audits each claim when it is received to ensure that all required information has been reported in all required data fields.

Required data fields are listed in the rules 25 TAC §§421.9 and 421.67 and the Inpatient Technical Specifications Manual and the Outpatient Technical Specifications Manual. Failure to report the required information in a data field results in the claim being marked as an ERROR.

Common errors are:

1. a required REVENUE code or a required HCPCS code from the list of the THCIC required codes
2. missing PROCEDURE code
3. missing or invalid patient RACE
4. missing or invalid patient ETHNICITY
5. missing or invalid code for PRESENT ON ADMISSION (POA)
6. missing PRINCIPAL DIAGNOSIS
7. missing REVENUE Code when Service Line Charges exists

A list of all claim audits are found in the 5010 Inpatient and Outpatient Appendices document.

## Updating Provider Contact Information (CEO or Facility Administrator)

All hospitals and ASCs are required to provide THCIC with a liaison at their facility and must keep the liaison information **up-to-date** at all times.

The main THCIC liaison is referred to as the THCIC Provider Primary Contact or Data Administrator and services as the liaison between THCIC (and System13) and the facility.

When an assigned THCIC Provider Primary Contact no longer works for the facility, the facility CEO/Administrator is responsible for reassigning a liaison and notifying THCIC of the change. By keeping the Provider Primary Contact information up-to-date, this ensures THCIC communications and System13 notifications are received by the facility in a timely manner.



CHS-THCIC • 1100 W. 49th Street • M-660 • Austin Texas 78756 • Phone 512-776-7261 • www.dshs.texas.gov/thcic

In addition to the THCIC Provider Primary Contact, the Alternate Contact and Certifier of Record information must also be kept up-to-date as well as the CEO/Facility Administrator.

A list of current facility contacts may be viewed at:
http://www.dshs.texas.gov/thcic/hospitals/FacilitiesList.xls

If the THCIC provider contact information needs to be updated, please complete, sign, and return the THCIC contact form posted at:
http://www.dshs.texas.gov/thcic/hospitals/FacilityInformationRequest.pdf

## Legislative Corner (Hospital/ASC)

THCIC is gearing up for the upcoming 85th Texas Legislative session. Pre-filing of bills will begin mid- November, 2016. Once filing begins, and throughout the legislative session, THCIC works very closely with various legislative committees, stakeholders and internal and external agencies in effort to assist in providing information to help make informed decisions. The 85th regular session will convene on January 10, 2017.

## Upcoming Due Dates (All staff involved with THCIC)

**November 1, 2016**
2q2016 free data correction ends

**December 1, 2016**
1q2016 certification of data due
2q2016 begin certification data review
3q2016 reporting of data due

**February 1, 2017**
3q2016 free data correction ends

**March 1, 2017**
2q2016 certification of data due
3q2016 begin certification data review
4q2016 reporting of data due

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

## Training Webinars (All staff involved with THCIC)

THCIC provides Webinar trainings, **at no cost**, on the data reporting processes required of all Texas hospital and ambulatory surgery centers. 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 encourages all 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:
Tiffany Overton, (512) 776-2352 or thcichelp@dshs.texas.gov

## How to Reach Us

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

Helpdesk
Monday-Friday, 8:00a – 5:00p (Central Time)
Phone: 888-308-4953 or (434) 977-0000
Email: thcichelp@system13.com

**THCIC (in Austin)**
Web site – www.dshs.texas.gov/thcic
Main phone: (512) 776-7261

Public Use Data File (PUDF) orders: (512) 776-7261

THCIC Staff
Main phone: (512) 776-7261
Email: thcichelp@dshs.texas.gov

Chris Aker, Legislative Liaison
Bruce Burns, Manager
George Icossipentarhos, Information Systems
Wang-Shu Lu, Ph.D., Data Analyst
Tiffany Overton, Training
Dee Roes, Data Compliance

## Past Newsletters

http://www.dshs.texas.gov/thcic/Inpatient-and-Outpatient-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** -
http://www.dshs.texas.gov/thcic/hospitals/FacilityInformationRequest.pdf

**No Quarterly Data to Report Form** -
http://www.dshs.texas.gov/thcic/hospitals/NoDataToReport(2).pdf

**Current Provider Contact List** –
http://www.dshs.texas.gov/thcic/hospitals/FacilitiesList.xls

**Appendices Document** –
http://www.dshs.texas.gov/thcic/hospitals/5010InpatientandOutpatientAppendicesVer3.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** –
http://www.dshs.texas.gov/THCIC/datareportingschedule.shtm

**Inpatient Reporting Requirements** -
http://www.dshs.texas.gov/thcic/hospitals/Tech_Req__Spec_5010_ver_9-Inpatient_THCIC837.pdf

**Outpatient and Emergency Department Reporting Requirements** -
http://www.dshs.texas.gov/thcic/OutpatientFacilities/Tech_Req_Spec_5010_Ver_10-2_Outpatient_THCIC837.pdf



CHS-THCIC • 1100 W. 49th Street • M-660 • Austin Texas 78756 • Phone 512-776-7261 • www.dshs.texas.gov/thcic

## History of the Texas Health Care Information Collection Program

On September 1, 2003 the legacy state agencies; Texas Health Care Information Council (THCIC), the Texas Department of Health (TDH), the Texas Commission on Alcohol and Drug Abuse (TCADA), and the Mental Health branch of the Texas Department of Mental Health and Mental Retardation were merged to form the Texas Department of State Health Services (DSHS) in response to the passage of HB 2292 (78th Texas Legislature). All functions of THCIC continue in the Center for Health Statistics within DSHS.

THCIC was created by **Chapter 108** of the Health and Safety Code by the 74th Texas Legislature in 1995.
http://www.statutes.legis.state.tx.us/Docs/HS/htm/HS.108.htm

**Rules**
Rules that apply to the Texas Health Care Information Collection are found in Chapter 421 of Title 25, Part 1 of the Texas Administrative Code.
http://texreg.sos.state.tx.us/public/readtac$ext.ViewTAC?tac_view=4&ti=25&pt=1&ch=421

**Quality of Care Reports**

**Indicators of Inpatient Care in Texas Hospitals, 2014**
http://www.dshs.texas.gov/thcic/publications/hospitals/IQIReport/Indicators-of-Inpatient-Care-in-Texas-Hospitals-Present-on-Admission-(POA)-2014/

**Quality of Children's Care in Texas Hospitals, 2014**
http://dshs.texas.gov/thcic/publications/hospitals/PDIReport/Quality-of-Children-s-Care-in-Texas-Hospitals,-2014/

**Patient Safety Indicators, 2014**
http://www.dshs.texas.gov/thcic/publications/hospitals/Patient-Safety-Indicators/Patient-Safety-Indicators-With-Diagnosis-Present-on-Admission-(POA)-2014/

**Visit Us Online**
www.dshs.texas.gov/thcic



CHS-THCIC • 1100 W. 49th Street • M-660 • Austin Texas 78756 • Phone 512-776-7261 • www.dshs.texas.gov/thcic