AHCCCS FQHC/RHC Transaction Testing Overview

The following summarizes our procedures and expectations related to FQHC/RHC transaction testing with our trading partners. If you have any questions, comments or suggestions please let us know.

Schedule:
Trading Partner Testing with all trading partners: <u>Beginning February 2015 and running through April 2015.</u>

Approach:
- All test files will be in a dedicated test environment; refreshed with production snapshot of Recipient, Provider and Reference data as of 01/04/2015
- Encounter test files must be received by no later than 3:00 pm on Thursdays; processing will be run weekly each Thursday evening for all files received during the previous week.
- Claim files are processed each evening for those received that day; the 835 FFS cycle is run each Monday evening for files processed the previous week.
- Any file not received in time to process will be included in next processing cycle.
- All test files will be validated through the AHCCCS Validator prior to acceptance by AHCCCS.
- AHCCCS will attempt to process files as consistent with production procedures as permitted within the constraints of the dedicated test environment.
- Test files can have any file name under 30 characters in length with no spaces in the file name and placed in directory XXX/TEST/EDI-IN where XXX is your folder name (file names cannot end in .TMP).
- Acknowledgement test files will be named as follows and will be placed in directory XXX/TEST/EDI-OUT:
    Encounters - AZE**F**837**_HPxxxxxx_ccyymmddhhmmssms_filename.ZZZ**

    - **F** – form type – P (professional), I (institutional), D (dental)
    - **xxxxxx** - 6-digit AHCCCS Health Plan ID (first 6 bytes of the GS02)
    - **ccyymmdd** - process date
    - **hhmmssms** - process time
    - **filename** - original 837 filename as submitted by the trading partner
    - **ZZZ** - 277, 999, 824, or TA1 (TA1 will only be created if ISA14 is set '1')

    Claims - AZC**F**837.**nnnnn_ccyymmddhhmmssms_filename.ZZZ**

    - **F** – form type – P (professional), I (institutional), D (dental)
    - **nnnnn** - 5-digit Submitter ID (first 5 bytes of the GS02)
    - **ccyymmdd** - process date
    - **hhmmssms** - process time
    - **filename** - original 837 filename as submitted by the trading partner
    - **ZZZ** - 277, 999, 824, or TA1 (TA1 will only be created if ISA14 is set '1')

- All test files must be identified as "T-test" rather than "P-production" in the ISA15 element.
- All submitted test files will be validated, and if successful, processed through all editing and/or auditing processes on a weekly basis.
- Submitters will be able to submit transactions for any valid AHCCCS recipient, provider and service combinations as of the latest refresh; therefore transactions may be production examples or test data.

- <mark>Although the effective dates for FQHC/RHC processing in production will be dates of service 4/1/2015, to facilitate testing the AHCCCS test environment will assume a 1/1/2015 effective date.</mark>

Testing Standards/Expectations:
- Trading Partners should validate files for compliance using the Community Manager application. If you do not currently have a community manager account or are not currently a Trading Partner with AHCCCS send a request via email to: EDICustomerSupport@azahcccs.gov and they will assist you in getting set up.
- Recommended # of test files that a trading partner must successfully exchange to "pass" testing (see below) are the minimum. Trading Partners may elect to and are encouraged to exchange as many test files and scenarios as desired.
- Once a Trading Partner feels they have successfully completed all applicable end to end testing, an email should be submitted to us indicating your readiness to move forward with this transaction in the production environment: Lori.Petre@azahcccs.gov. We will follow-up to confirm the date this transition will occur.
- All Trading Partner test completions will be tracked by AHCCCS.
- Only applicable form types for each submitter must be tested

Testing Expectations Transaction	Who must test?	# of Receipts Recommended	# of Requests (Transactions)	Testing Requirements
837P and 837D – Transactions	All current Contractors who wish to continue submissions must successfully complete testing, as well as all new submitters. Testing is open entry open exit, as ready	3 per applicable form type	Minimum of 25; Maximum of 100 per file	Validate files using Community Manager
		At least one exchange should include Replacements/ Voids.	Ensure that files are accepted and can be processed appropriately from end to end. Must test all applicable form types.	

Reporting Testing Problems & Questions:
- <mark>All problem reports/issues/questions related to FQHC/RHC testing other than the Community Manager (CM) application should be submitted to us via email at: Dave.Mollenhauer@azahcccs.gov or Lori.Petre@azahcccs.gov. CM problems can be reported using the CM portal 'ask AHCCCS' button within the application.</mark>
- For Problem reporting, please include the pertinent test data and as much detail of the issue as possible in your email. Testing related issues will be tracked and forwarded to the appropriate parties for review and response. ***Do not include PHI data with your issue/question since the testing is occurring with Production data and all PHI must be encrypted. If PHI data is needed to resolve the issue/question we will contact you to arrange to have it sent thru an encrypted method.**