

Secured File Transfer Server Implementation

Update: 08/20/09

The Secure File Transfer Server (SFTS) has been implemented. All AHCCCS contracted Health plans have been migrated to the SFTS server. AHCCCS Trading Partners that have not yet migrated to the SFTS server must do so by 9/24/09.

Please note that inbound files transmitted by AHCCCS Trading Partners are picked up immediately by AHCCCS after a file has been uploaded to the server. An acknowledgement file (997, 824, or TA1) should be available within a few minutes.

Trading Partners do not have the ability to delete files from the server. There is a 90-day retention period on files residing on the server.

There is a tentative FTP cutoff date of 10/01/09, for all AHCCCS trading partners; however, this date could be subject to change in that it could occur sooner. It is strongly recommended that AHCCCS trading partners download files needed for their records from the test/production outbound directories located on the FTP server as soon as possible.

Should you need additional user accounts for the Secure File Transfer server, please submit your request to ISD Data Security by following the instructions at:
<http://www.azahcccs.gov/commercial/dataexchange.asp>

Update: 06/05/09

Inbound files uploaded to the Secure File Transfer Server (SFTS) must be X12 or NCPDP files. After June 18th, 2009, Trading Partners will receive no notification from AHCCCS regarding non EDI files such as Word Documents, Excel Spreadsheets and/or zero byte files.

Update: 05/28/09

For all AHCCCS Trading Partners-Should you have any questions pertaining to the information in this broadcast email, please send them to EDICustomersupport@azahcccs.gov. Please forward this information to others within your organization on a need to know basis.

Important Update for AHCCCS 835 and 270/271 Trading Partners 05/26/09-If you are an AHCCCS 837 trading partner, please see the 837 information below. Effective immediately, all 835 and 270/271 trading partners can migrate to the secure file transfer server (SFTS) for both test and production environments. To migrate to the new SFTS server, the Electronic Data Exchange Request and User Affirmation forms must be completed for individual accounts, and submitted to the ISD Data Security Unit. If you have already submitted these forms, but have not received the login information, you should receive it within the next week or so. If you have not submitted these forms and need to obtain them, please visit our website at:

<http://www.azahcccs.gov/commercial/dataexchange.aspx>

Important Update for AHCCCS 837 Trading Partners 05/26/09-AHCCCS would like to remind its 837 trading partners that they may begin migrating to the test secure file transfer server (SFTS) for **testing purposes**. To migrate to the SFTS server, the Electronic Data Exchange Request and User Affirmation forms must be completed for individual accounts, and submitted to the ISD Data Security Unit. If you have already submitted these forms, but have not received your login information, you should receive it within the next week or so. If you have not submitted these forms and need to obtain them, please visit our website at:

<http://www.azahcccs.gov/commercial/dataexchange.aspx>

For all AHCCCS Trading Partners-Upon receiving your SFTS login information (welcome email), it will include additional instructions that must be completed in order to migrate to the new server. In addition, please see the new transition schedule below:

- Effective immediately, all existing 835 and 270/271 trading partners can submit 270 files and retrieve 271 and 835 files as long as the additional instructions in the welcome email have been completed.
- From now until June 18th, 2009, 837 trading partners can submit **test** 837 files as long as the additional instructions in the welcome email have been completed.
- Effective June 18th, 2009, 837 trading partners can submit **production** 837 files as long as the instructions in the welcome email have been completed. This is a soft cutover date.
- Effective August 13th, **all** AHCCCS trading partners must migrate to the SFTS server, regardless of transaction. This is the hard cutover date.

Please note, the change mentioned above is independent and separate to the June 18th file validation implementation. Effective June 18th, all 837 inbound files will be validated using the new validation software. June 18th is a hard cutover date for file validation. For more information regarding 837 file validation, please visit our website at:

[http://azahcccs.gov/edidocs/Upcoming EDI Changes/837 Claims Upcoming Changes.pdf](http://azahcccs.gov/edidocs/Upcoming%20EDI%20Changes/837%20Claims%20Upcoming%20Changes.pdf).

Thank you!

Update: 05/21/09

Due to the release of the new AHCCCS Website, the link to the “*Electronic Data Exchange Request Form*” was changed. See below.

Update: 04/23/09

As mentioned below, AHCCCS will be changing over to a secure file transfer server in June 2009. To prepare for this change, AHCCCS is pulling files for processing as soon as they are received on the existing FTP server. Files will no longer wait to be swept in 30 minute intervals; therefore, please do not resubmit your files if you no longer see them on the FTP server. Due to this change, the turn around time for acknowledgements (997/824) is much quicker than before.

Update: 3/25/09

AHCCCS will be implementing a new Secure File Transfer Server (SFTS) server on **June 18, 2009**. The new SFTS server will replace the current server used to send / receive files from AHCCCS.

SFTP server properties:

- A Virtual Private Network (VPN) connection will no longer be required to connect to AHCCCS. No additional software is required.
- The SFTS server accepts a standard web browser via HTTPS and FTP over SSH (SFTP)
- Service Accounts will be used by trading partners for their automated processes. These accounts will be linked to one IP address provided by the trading partner.
- Individuals must receive their own user account to access the SFTS server, no generic accounts will be allowed.
- Folder structures have been simplified. High level folders will be name:
 - **Dev** - for internal AHCCCS development staff
 - **Other** - for sending / receiving large files that cannot be sent in an email or contains PHI.
 - **Prod** -for sending / receiving production files
 - **Test** - for sending / receiving test files
 - Under the Dev, Prod and Test folders, the following folders will be defined:
 - **EDI-IN** for sending HIPAA X12 and NCPDP 5.1 transaction files only. Zipped files will not be allowed
 - **EDI-OUT** for receiving HIPAA X12 transactions only
 - **IN** for sending proprietary files
 - **OUT** for receiving proprietary files
- Files will be removed automatically after 90 days
- Website is <https://sftp.statemedicaid.us/>
- SFTP site is sftp.statemedicaid.us on port 22

To obtain new User IDs and passwords for the SFTS server, please complete and submit the “*Electronic Data Exchange Request Form*” that is located on the AHCCCS Website at: <http://www.azahcccs.gov/commercial/dataexchange.aspx#>

Send questions or issues to: EDICustomerSupport@azahcccs.gov