

ACS Enrollment Broker/Choice Counseling Files – Changes to Accommodate Reform

File/Layout	Current Format/Layout	7-06 Format/Layout
Exported Files (From Plans to ACS/En. Broker or Choice Counseling Vendor)		
<p>Provider Network File This file is used by the Choice Counseling/Enrollment Broker to assist beneficiaries in selecting a health plan and a primary care physician. The agency may also use this file to monitor networks, research plan participation, etc. All providers in the plan's network are to be reported according to contract requirements.</p>	<p>PSN Contract or As provided by ACS ATT II, Section XII D. Complete refresh of the provider network at each submittal.</p>	<ul style="list-style-type: none"> ○ Complete refresh of the provider network at each submittal ○ Change in Frequency of submittal <ul style="list-style-type: none"> ○ Once a week, in accordance with the TO BE REVISED processing calendar, ACS compiles the provider files and loads it to BESST table. During this process an error file is created for each plan identifying the records that do not load to the table. ○ Change in Required File Submittal <ul style="list-style-type: none"> ○ The first file of each month will be the required file, even if the plan submits other files throughout the month. ○ Change in File Name to ---_PROVYYYYMMDD.dat ○ One file for each plan using the same three character identifier with all providers reported as required. ○ Reform Plan IDs will differentiate/allow selection for reform – <ul style="list-style-type: none"> ○ <u>For Reform PSNs: THE SUPERGROUP NUMBER WILL BE REQUIRED IN THE PLAN CODE FIELD.</u> This includes SFCCN in Broward. Other instructions are shown in the provider network file layout/rules in the contract. ○ <u>For Current MediPass Supergroups: Use EXISTING MediPass provider file rules/layout for submittal for NON-REFORM COUNTIES AND Use Reform PSN rules as noted above for PSN providers.</u> ○ <u>For the Current PSN (SFCCN): Use EXISTING PSN provider file rules/layout for submittal for PHT – NON-REFORM SUBNETWORK.</u> ○ If the plan does not send a new file then the previous file is used for this load. Therefore a file is needed for each plan. If the file attempts to load and all records error off, there will not be any providers for that plan in the database. ○ ACS does not correct records provided by the plan.

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		<p>All records are loaded as they are received. The plans are responsible for ensuring the data provided is correct and complete.</p> <ul style="list-style-type: none"> ○ All data in the file is loaded in upper case for use by BESST. All zip codes are abbreviated to the first 5 digits of the zip code to facilitate searches
<p>PSN Involuntary Disenrollment File - This is a new file that will be used by plans to report involuntary disenrollments allowed in the reform plan contract.</p>	<p>New File – See Use Case/Layout information provided on 1-22-07, as provided by ACS. Plans will test with ACS/CC by the mid-late March for April Implementation.</p>	<ul style="list-style-type: none"> • Format/Rules provided by ACS/CC • File Due to ACS/CC the FIRST THURSDAY of each month • File Name is ---_DIS0207.dat
<p>Imported files (FROM ACS/En. Broker or Choice Counseling Vendor To Plans)</p>		
<p>Provider Error File – Advises plans of the number of records received and loaded into BESST</p>	As provided by ACS	<ul style="list-style-type: none"> ○ Same as provided in 2-06 ○ Placed in plan's secure ftp directory for retrieval the day after provider files are compiled and loaded ○ File Name is ---PROV_ERRYYYYMMDD.dat
<p>Recipient Enrollment Data File – The Recipient Enrollment Data File is created from the data contained on BESST and transmitted via FTP to the PSNs and MediPass Supergroups. The file contains the beneficiary's primary care physician selection, if one was made, and any special medical need information for the beneficiary.</p>	As provided by ACS -	<ul style="list-style-type: none"> ○ As provided by ACS the Tuesday after monthly magic processing ○ One file for each plan using the same 3 character identifier ○ This file will include voluntary enrollments and auto-assignments for new enrollees for Reform counties. This requires inclusion of an M or V indicator for reform counties. This field will be blank and may be ignored for non-reform counties. File name is ---_RECI_YYYYMM.dat
<p>Open Enrollment Status File - The HMO & PSN Open Enrollment Files contain information on each beneficiary that becomes 'locked-in', enters the 90-day change window, or enters the annual 60-day open enrollment period. A separate file is created by ACS for each HMO or PSN subnetwork (3 character identifier) and contains a record for each individual on BESST that is currently enrolled with that particular plan and has open enrollment information present on BESST.</p>	As provided by ACS.	<ul style="list-style-type: none"> ○ As provided by ACS the Tuesday after monthly magic processing for new enrollees (mandatory or voluntary) who are NOT exempt from lockin/open enrollment. ○ File name is ---_OEN_YYYYMM.dat
<p>PSN Disenrollment Reason Data File – New file required for Reform – This file provides information</p>	New File in July 2006. The first disenrollments FROM a reform	<ul style="list-style-type: none"> ○ Format/Rules as provided by ACS ○ Provided on the Tuesday after Monthly Magic

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on Voluntary and Involuntary Disenrollments (approved by the agency) through the Reform Choice Counseling Vendor.	plan handled by ACS/CC would have been effective 10-1-06 or later.	<ul style="list-style-type: none"> ○ File Name is ---_RECI_DE_FLCC_YMMM.dat ○ Schedule for Involuntary Disenrollment Submittals to AHCA is shown above.
		<ul style="list-style-type: none"> ○