CAIR2 HEDIS/PATIENT-MATCH DATA REQUEST PROCESS

The following shows the general process of HEDIS report request. Note: to return a match, HEDIS Input fields must match exactly to existing patient fields in CAIR2.

Registration for a secure File Transfer (sFT) Account

1. Submit a signed **CAIR2 Health Plan Data Sharing Agreement** to CAIR.
2. Submit a signed **sFT Server Access Form** to **Mark.Foster@cdph.ca.gov**. CAIR2 will **create an sFT account** and set you up to access that account.
3. Once the sFT account is set up you will receive a notification email with a link (Click Me) to the account. Save that link in a short-cut or a file (Notepad) so you will be able to connect to the account whenever you want. Your first connection will request you set a password. The password is completely private – you do not have to inform us.

INPUT FILE

The input file is a pipe-delimited (|) text file with a .txt extension. Any file name is OK, e.g.: 'My_filename.txt,' as long as it makes sense to you. Do not let the length of the file name exceed 65 characters.

The required INPUT fields must be in the order and have the exact Column Names as the File Format example below.

INPUT File Format

INPUT			
Column Name	**Column Description**	**Data Type**	**Max Length**
MEMBERKEY	MRN/Other ID (e.g. Med-Cal ID)	Text	36
PT_FNAME	Patient First Name	Text	20
PT_LNAME	Patient Last Name	Text	20
DOB_D	Patient Day of Birth	Number	2
DOB_M	Patient Month of Birth	Number	2
DOB_Y	Patient Year of Birth	Number	4

Submit INPUT File to CAIR

1. Login to your sFT account and upload the **INPUT File (Patient Info)** into the account folder.
2. The transfer of files into your sFT account should automatically send a notification to the HEDIS processing team. For double security, send an email to **Mark.Foster@cdph.ca.gov** with 'HEDIS Data Request' in the subject line and include the name of the uploaded **INPUT File** in the body of the email.

OUTPUT FILE

The output file is a pipe-delimited (|) text file with a .txt extension.
Fields are formatted as shown in the table below.

OUTPUT File Format

OUTPUT 1 (Patient Info)		
Column Name	**Column Description**	**Data Type**
MEMBERKEY	MRN/Other ID (e.g. Med-Cal ID)	Text
CAIR_PT_ID	CAIR Patient ID	Number
PATIENT_STATUS*	Patient Sharing Status	Text
PT_FNAME	Patient First Name	Text
PT_LNAME	Patient Last Name	Text

BIRTH_DATE	Patient Birth Date	Date
PROV_ID	Provider ID	BLANK
ADDR_1	Patient Address	Text
CITY	Patient City	Text
STATE	Patient State	Text

*Codes: O (Open), L (Locked), U (Undisclosed, no vax)

OUTPUT 2 (Immunization Info)		
Column Name	**Column Description**	**Data Type**
MEMBERKEY	MRN/Other ID (e.g. Med-Cal ID)	Text
CAIR_PT_ID	CAIR Patient ID	Number
VAC_CODE	Vaccine Description	Text
VAC_DATE	Vaccination Administration Date	Date
CPT_CODE	CPT	Text
CVX_CODE	CVX	Text
PROV_ID	CAIR2 Org Code	Text
OA_LAST	Ordering Authority Last Name	Text
OA_FIRST	Ordering Authority First Name	Text
OA_NPI	Ordering Authority NPI	Text
SYSENTER_DATE	Vaccine Entry Date	Date

Receive OUTPUT Files

1. Wait for email notification, and then login to your sFT account.
2. Retrieve OUTPUT files (Patient info, Immunization info) from the account.
3. The OUTPUT Files will be named:
   a. results_**CCC**_[Your filename]_**FF_YYYYMMDD**.txt

The following items are added by our process:

CCC: Client Prefix (Our abbreviation of your account name)
FF: File Type (PT: Patient File, IZ: Immunization File)
YYYYMMDD: Date the output was produced (YYYY: Year, MM: Month, DD: Day)