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Health Data

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# Overview of the Claims Data Manager (CDM) and Data Submission Best Practices

March 4, 2024

# Welcome & Introductions

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- Nicole Jakubowski, *Operations Analyst*

# Agenda

- Overview of the Claims Data Manager (CDM)
- CDM portal demonstration
- Review data submission best practices
- Questions?

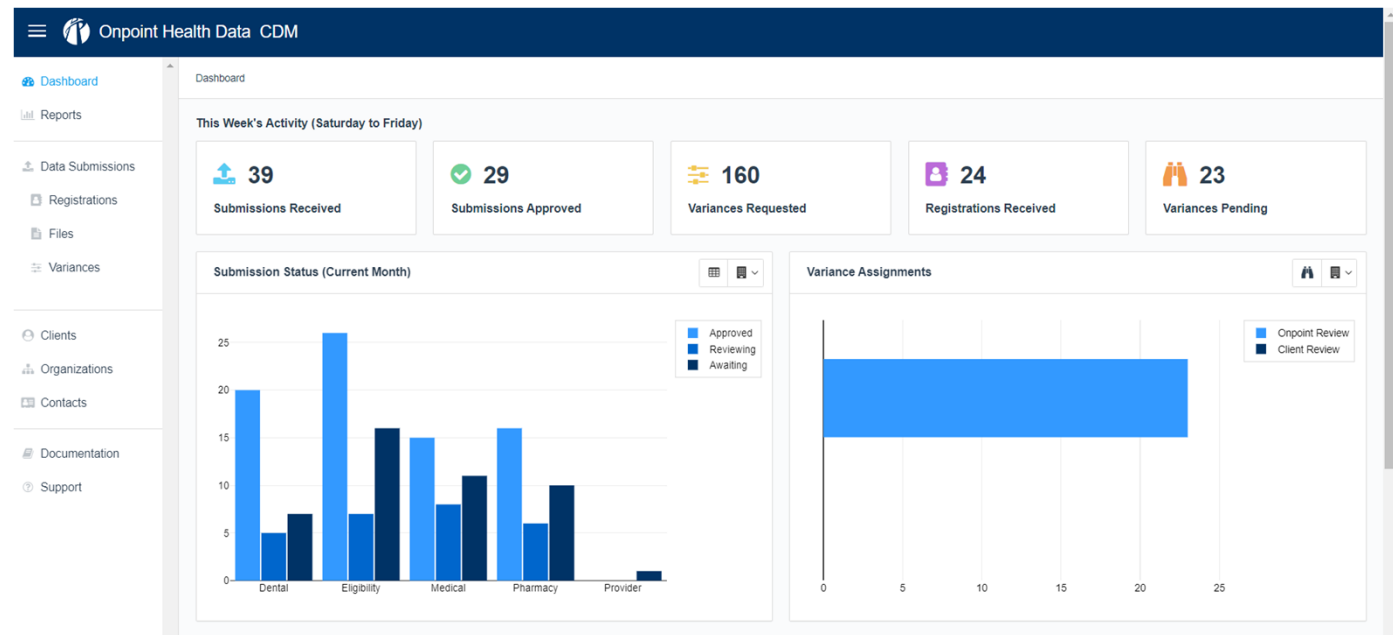


# Overview of the Claims Data Manager (CDM)

Dawn Hamlin, *Senior Operations Analyst*

# Using the Claims Data Manager

- Access provided to registered submitters
- Submit data
- Review quality and completeness
- Request variances
- Request variances
- Keep record of submission schedule
- Update your contacts
- Get 24x7 support / documentation



# Prerequisites for Portal Access & Submitting Files

- Completed and approved submitter registration(s)
- Submitter code(s) received and incorporated into submissions
- Successful sign-in to the claims data manager (CDM)
- Public PGP key sent to Onpoint for data encryption
- If submitter will be sending data via SFTP:
  - Public SSH key sent to Onpoint for SFTP connectivity
  - Confirmation from Onpoint of SFTP account creation



# CDM Portal Demonstration

Dawn Hamlin, *Senior Operations Analyst*



# Data Submission Best Practices

Dawn Hamlin, *Senior Operations Analyst*



# Test PGP Encryption as soon as possible

- Submit a test file to verify successful encryption and decryption
- Test early to avoid file transfer obstacles later in the implementation

# Submit real, complete production data to “test”

- After submitters confirm successful PGP encryption, Onpoint recommends submitters use real, complete production data to verify submission mappings
- Benefits of “testing” with real, complete production data:
  - Variances can only be applied to real, complete production data (not test environment or dummy data)
  - Submitters will gain full understanding of how their dataset performs against CDM’s automated data quality validations
  - Once a file with real, complete production data passes CDM’s data quality validations, that file can be incorporated into the historical dataset due by the submitter during the implementation

# Monitor Program Compliance

- Track your submission progress...
  - In [CDM](#)
  - Through review of automated emails detailing submission status
- Review your data's formatting, completeness, and validation results
- Remediate mapping issues and request variances when necessary
- Reach out to [Onpoint](#) for support in reviewing your file

# Be Detailed in your Variance Requests

- Provide specific...
  - Explanations
  - Reporting periods applicable
  - Threshold adjustment required
- If applicable, provide your plan for future remediation
- Only request variances on real and complete production data

# Reach out for support... we're here to help!

- For questions on validation failures
- For questions on data element specifications
- For questions on portal functionality

Submissions > (Previous Search) > CADPCXX | Eligibility (272595) > Completeness Previous Submissions ▾ Options ▾

ABOUT   FORMATTING   **COMPLETENESS**   VALIDATION

Reporting Period: 2024-01 ▾

Element Description		Record Counts				Thresholds				Variance Information		
Code	Name	Total	Valid	Invalid	Null	Expected	Last Month Adjusted	Adjusted	Achieved	Status	Request Variance	Request Status
CDLME004	Member Insurance/ Product Category Code	3	0	3	0	100.00%	N/A		0.00%	● FAIL	<a href="#">Request Variance</a>	N/A
CDLME016	Member Social Security Number	3	1	2	0	95.00%	N/A		33.33%	● FAIL	<a href="#">Request Variance</a>	N/A
CDLME022	Member Middle Initial	3	0	0	3	5.00%	N/A		0.00%	● FAIL	<a href="#">Request Variance</a>	N/A
CDLME027	Member FIPS County Code	3	0	3	0	95.00%	N/A		0.00%	● FAIL	<a href="#">Request Variance</a>	N/A
CDLME029	Race 1	3	1	1	1	35.00%	N/A		33.33%	● FAIL	<a href="#">Request Variance</a>	N/A



## Questions?

### Technical questions:

[hpd-support@onpointhealthdata.org](mailto:hpd-support@onpointhealthdata.org)

### Regulatory questions:

[hpd@hcai.ca.gov](mailto:hpd@hcai.ca.gov)

# Thank you.



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