

# **Trouble-Shooting Guide for Transmittal Errors**

**FOR USE WITH FILE FORMATS:  
Inpatient - discharges on or after January 1, 2021  
ED & AS - encounters on or after January 1, 2021**

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## Revisions

Revision No.	Date	Page	Description
2.1	10/20/05	9	Added another “Problem and Possible Resolution” for invalid ED & AS Service Date: Service Date format must be CCYYMMDD. Example: 7/15/05 would be reported as 20050715.
2.1	2/3/06	3	Incorrect File Format: Revised error message to say “and/or” (all 3 data types): <p style="text-align: center;"><b>IP</b> - No Carriage Control <u>and/or</u> Line Feed at bytes 521 and 522, respectively.</p> <p><b>ED &amp; AS</b> - No Carriage Control <u>and/or</u> Line Feed at bytes 383 and 384, respectively.</p>
2.2	2/3/06	3	Deleted the “No Carriage Control” transmittal edit for IP, ED and AS: <p style="text-align: center;">No Carriage Control at byte 521 (IP)</p> <p style="text-align: center;">No Carriage Control at byte 383 (ED-AS).</p> <p style="text-align: center;">This edit was combined with the “No Line Feed” edit:                  “No Carriage Control <b>and/or</b> Line Feed at bytes.....</p>
2.2	2/3/06	7	Updated Item #7: “Possible Resolutions”. Added “No Carriage Control” to possible problem and resolutions.
3.0	3/6/08	8-9	Changed ETL for Invalid or Blank Discharge Date or Service Date from 10 records to zero records. Added ways to identify Invalid or Blank dates. Updated “Possible Resolution” with suggestions for identifying records with “bad” Discharge/Service Dates in the data file.
4.0	11/20/08	3 -11  5-10	Updated Transmittal Error Messages based on the new file formats for IP (POA & PLS) and ED/AS (PLS). Transmittal errors now identify the Record Number containing an error. Updated comments in the <i>Error Message</i> and <i>Possible Resolution</i> columns accordingly.
4.1	3/17/09		Minor corrections to format and typographical errors.
4.2	1/4/2017	4	Deleted obsolete website references regarding text editor tools.
4.3	7/1/2017	9	Updated “Problem Description and Possible Resolution” for invalid IP Discharge Date. Discharge Date or Service Date format must be CCYYMMDD. Example: January 25, 2017 would be reported as 20170125.
4.4	11/16/2018	6 6-8	Replaced “diskette” with “file”. Updated links to the Format & File Specifications documents.
5.0	11/16/2018	3-10  4	Updated Transmittal Error Messages based on the new file formats for IP and ED/AS. Added note “Files can also be opened with Notepad++. This version displays “special characters”.”
6.0	2/1/2020	All	Removed all “MIRCaI” references.
7.0	11/5/2021	All	Updated Transmittal Error Messages and edits based on use in SIERA.

This Trouble-Shooting Guide can be used to resolve transmittal errors for file submissions of official data or test data via File Format Testing. This guide includes detailed explanations on why data received a transmittal error and possible solutions to guide you in correcting them.

### Transmittal Errors and Descriptions

TRANSMITTAL ERROR	ERROR MESSAGE
To easily locate the error, the Report Validation Summary on the Report Dashboard will display the Record Number(s) that contain a transmittal error. Up to 20 records are listed.	
Incorrect File Format	Record data length is less than the required format.
IP: Records with Discharge Dates outside the Report Period ED & AS: Records with Service Dates outside the Report Period	IP: Record has a Discharge Date that is Blank, Invalid, or outside the Report Period. ED & AS: Record has a Service Date that is Blank, Invalid, or outside the Report Period.
Incorrect Facility ID Number	Incorrect Facility ID Number reported on one or more records.
Abstract Record Number equals Social Security Number	Abstract Record Number is the same as Social Security Number on one or more records.

## What do the errors mean and why did I receive the error?

There are many reasons why data might fail transmittal errors. Problems with data will vary according to the software used at your facility, the operating system, format, etc. It is important to remember the following when addressing transmittal errors:

- ▶ The assistance that HCAI can provide facilities is limited since the physical data files reside at the facility.
- ▶ The problem may be “technical” and require assistance from IT resources at the facility.
- ▶ Text Editing Tool

One way a facility may check and resolve errors is by opening their file in a “text editor”. The text editor will show the format/codes of the file. Text editor types will vary from facility to facility.

### NOTE:

Files can be opened in WordPad or Notepad, but it will not display “special characters” such as control feeds, line feeds, and end of file characters.

Files can also be opened with Notepad++. This version displays “special characters”.

There have been reports on the Microsoft website that some users have encountered problems when opening large files in Notepad. The following error message may be displayed:

**“File (filename) is too large for Notepad; use another editor to change the file”.**

A maximum file size is not specified, and users received this error message on files ranging from 1MG up to 100MB. If you encounter this error, open the file in another text editor such as WordPad, EditPad Lite, Notepad++ or TextPad.

	<i>Transmittal Edit</i>	<i>Error Message</i>	<i>Problem Description</i>	<i>Possible Resolution</i>
1.	Incorrect File Format	Record data length is less than the required format.	<ul style="list-style-type: none"> <li>• File may have inconsistent record lengths, which will cause the data to be skewed. Example: data in the record is shifted one or more characters to the left. This creates a record length less than the specified number of bytes.</li> <li>• The file may be less than the required length due to <u>optional</u> data not reported, such as the Abstract Record Number. If not reported, the default value is all spaces.</li> <li>• The End of File &lt;EOF&gt; marker is not at the end of the last record (<b>IP = 1,232, ED &amp; AS = 584</b>), but in the first position on the line <u>after</u> the last record.</li> <li>• Combining multiple data types and bringing them together to create an extract may cause record length problems.</li> <li>• The movement of data from one computer platform to another could affect the record length. Some common problems occur when data is FTP'd (File Transfer Protocol) from a mainframe to a PC. FTP programs have various settings that must be changed by facility IT staff.</li> </ul>	<ul style="list-style-type: none"> <li>✓ Check the Report Validation Summary on the Report Dashboard page for the Record Number(s) with a file length less than the required format.</li> <li>✓ Open file in a text editing tool, such as Notepad++. See Page 4.</li> <li>✓ Using the Record Number, locate the record in error, verify that each data element is reported in the correct byte position and make necessary corrections.</li> <li>✓ Make sure corrected file length is 1,231 for IP; or 583 bytes for ED &amp; AS.</li> <li>✓ You may want to refer to the Format &amp; File Specifications for Inpatient or ED &amp; AS data. For the latest copy of the File Specifications, go to IP: <a href="https://hcai.ca.gov/data-and-reports/submit-data/patient-data/inpatient-reporting/">https://hcai.ca.gov/data-and-reports/submit-data/patient-data/inpatient-reporting/</a> ED &amp; AS: <a href="https://hcai.ca.gov/data-and-reports/submit-data/patient-data/edas-reporting/">https://hcai.ca.gov/data-and-reports/submit-data/patient-data/edas-reporting/</a></li> <li>✓ Re-submit a new or corrected file.</li> <li>✓ During an FTP, transfer settings such as NOTRUNC or TrimBlanks (whatever is appropriate for the transfer software being used) can be set so that the FTP process between the mainframe to a PC will not affect the file format. Most FTP software includes options for conversion, truncation and whether or not CRLF needs to be added.</li> </ul>

	<i>Transmittal Edit</i>	<i>Error Message</i>	<i>Problem Description</i>	<i>Possible Resolution</i>
2.	<p><b>IP:</b> Records with Discharge Dates outside the Report Period</p> <p><b>ED &amp; AS:</b> Records with Service Dates outside the Report Period</p>	<p><b>IP:</b> Record has a Discharge Date that is Blank, Invalid, or outside the Report Period.</p> <p><b>ED &amp; AS:</b> Record has a Service Date that is Blank, Invalid, or outside the Report Period.</p>	<ul style="list-style-type: none"> <li>Discharge Date or Service Date is Blank or an invalid value.</li> <li>Discharge Date or Service Date is a valid date value but is outside the Report Period: Less than the Report Period Begin Date or greater than the Report Period End Date.</li> <li>Discharge Date or Service Date format is CCYYMMDD. Example: January 25, 2017 would be reported as 20170125.</li> <li>Split Reports: Data file contains records for the entire report period, rather than the portion for which they are required to report.</li> </ul>	<ul style="list-style-type: none"> <li>✓ Check the Report Validation Summary on the Report Dashboard page for Record Number(s) with a “bad” Discharge or Service Date</li> <li>✓ If there are more than 20 records with a “bad” Discharge or Service Date, verify that the correct file was submitted.</li> <li>✓ Open file in a text editing tool, such as Notepad++. See Page 4.</li> <li>✓ Using the Record Number, locate each record with a “bad” Discharge or Service Date and verify that it is within the report period. Correct and re-submit the file.</li> <li>✓ Verify that the <u>date format</u> is correct: <ul style="list-style-type: none"> <li>▪ IP, ED &amp; AS: ccyy/mm/dd</li> </ul> </li> <li>✓ For Split Reports: On each file, make sure the Discharge Date or Service Date is correct for each partial report period being submitted.</li> </ul>
3.	<p>Incorrect Facility ID Number</p>	<p>Incorrect Facility ID Number reported on one or more records.</p> <p>NOTE: The Report Validation Summary displays the incorrect Facility ID Number in the “Number of Records” column.</p>	<ul style="list-style-type: none"> <li>One or more of the records does not match the Facility ID Number on the Report Dashboard page.</li> <li>Incorrect Facility ID Number on some records: 2 different Facility ID’s, one correct and one incorrect. Example: the parent and satellite Facility ID Numbers are reported.</li> <li>Facility ID field is blank on 1 or more records: <ul style="list-style-type: none"> <li>▪ IP: positions 2 – 7</li> <li>▪ ED &amp; AS: positions 1 – 6</li> </ul> </li> <li>More than one ID was reported due to consolidated facilities that</li> </ul>	<ul style="list-style-type: none"> <li>✓ Was the correct file submitted?</li> <li>✓ Check the Report Validation Summary on the Report Dashboard page for Record Number(s) with an incorrect Facility ID Number.</li> <li>✓ Open file in a text editing tool, such as Notepad++. See Page 4.</li> <li>✓ Using the Record Number, locate each record in error and correct the Facility ID Number.</li> <li>✓ Re-submit file.</li> </ul>

	<i>Transmittal Edit</i>	<i>Error Message</i>	<i>Problem Description</i>	<i>Possible Resolution</i>
			<p>have separate sites but submitted combined data on one file. OSHPD previously allowed facilities and agents to send data in one file and OSHPD either separated or merged the data. Facilities must combine or separate their own files.</p>	
4.	Abstract Record Number equals Social Security Number	Abstract Record Number is the same as Social Security Number on one or more records.	<ul style="list-style-type: none"> <li>• One or more of the records contains an Abstract Record Number that equals the Social Security Number                             <ul style="list-style-type: none"> <li>▪ <b>IP:</b> positions 751 – 762</li> <li>▪ <b>ED &amp; AS:</b> positions 7 – 18</li> </ul> </li> </ul>	<ul style="list-style-type: none"> <li>✓ Check the Report Validation Summary on the Report Dashboard page for Record Number(s) with Abstract Record numbers that equal the Social Security Number.</li> <li>✓ Open file in a text editing tool, such as Notepad++. See Page 4.</li> <li>✓ Using the Record Number, locate each record in error and correct the Abstract Record Number.</li> <li>✓ Re-submit</li> </ul>