

SCAN ICE File Specification - INSTITUTIONAL DATA

This is an alternative submission file to your regular encounter file submissions via your clearinghouse. It is intended to allow you to submit additional DX codes or deletes of DX codes from existing encounters submitted via your clearinghouse. ICE files can be triggered by chart audits, CMS sweep periods, or other special HCC projects.

Instructions:

1. File format must be followed as defined below for professional encounters.
2. File can be sent in several acceptable delimited types: tab or pipe ("|") delimited. Please configure your preference with SCAN as part of the alternative submission enrollment process.
3. All fields must be included in each record. If the field is optional or situational and there is no data to populate the field, then leave the field blank.

File Naming Convention

ProviderType\_SubmitterID\_Label\_MedicalGroupName\_YYYYMMDD.ext

where:

Provider Type =  
SubmitterID=  
Label =

Inst  
your groups SCAN assigned submitter ID -- alpha-numeric / 8 characters long  
Reason for submission ~ please use one of the following SCAN labels below  
→ Use 'CodineInt' if the file is from an HCC coding initiative  
→ Use 'ChartRev' if the file is from a coding/chart review initiative  
→ Use 'OrigDataSweep' if the file is from a system sweep  
→ Use 'ReconDataSweep' if the file is from a SCAN HCC or DX reconciliation  
→ Use 'HEDIS' if the file is for a HEDIS related submission

MedicalGroupname=  
YYYYMMDD =  
ext =

your groups (short) name -- please do NOT use any spaces  
the date you are submitting the file to SCAN  
file type should be .txt

For files that are larger than 5MB, please break out the files and use an 1, 2, 3 etc. after "MedicalGroupName" in the naming convention.  
Example: Inst\_M001234\_CodingInt\_XYZ1\_20140625, Inst\_M001234\_CodingInt\_XYZ2\_20140625

Condition Legend

Required	Field must always appear in record
Situational	Field may be required to appear in record depending on state of another field or available data; if no data, please leave field bla
Optional	Field can appear in record at judgment of submitter; if no data, please leave field blank

File Layout:

Field No.	Field Name	Description	Condition	Type	Min Length	Max Length	Rules
1	HEALTH_PLAN	Value = SCAN HEALTH PLAN	Required	alpha	16	16	must be 'SCAN HEALTH PLAN'
2	MBR_SITE_NBR	Group's SCAN assigned submitter ID	Required	alpha-numeric	8	8	assigned by SCAN to identify submitter
3	MBR_ID_INTERNAL	Provider Partner assigned member ID	Optional	alpha-numeric	1	20	Provide if available
4	MBR_HPID	Member's SCAN ID	Required	alpha-numeric	11	11	SCAN member ID (Exclude dashes and spaces)
5	MBR_LAST_NAME	Member's Last Name	Required	alpha	1	35	
6	MBR_FIRST_NAME	Member's First Name	Required	alpha	1	35	
7	MBR_DOB	Member's DOB	Required	MM/DD/YYYY	8	10	also MMDDYYYY without "/" allowed
8	MBR_GENDER	Member's Gender	Required	alpha	1	1	values = "M", "F", or "U"
9	MBR_HIC_NBR	Member's assigned HIC number	Optional	alpha-numeric	7	12	
10	ENCOUNTER_ID	Claim ID or Visit ID (from your system)	Optional	alpha-numeric	1	30	Medical Group Patient Claim / Encounter / or Visit Number
11	DOS_FROM	From Date of Service	Required	MM/DD/YYYY	8	10	also MMDDYYYY without "/" allowed
12	DOS_THRU	Thru Date of Service	Required	MM/DD/YYYY	8	10	also MMDDYYYY without "/" allowed
13	ICD_INDICATOR	Value: ICD9 or ICD10	Required	alpha-numeric	4	5	Value: ICD9 or ICD10
14	ICD_CODE1	Member's assigned Primary Diagnosis code	Required	alpha-numeric	3	7	no decimal point (".");
15	ICD_CODE2	Member's assigned other Diagnosis code	Situational	alpha-numeric	3	7	no decimal point ("."); required if available and applicable
16	ICD_CODE3	Member's assigned other Diagnosis code	Situational	alpha-numeric	3	7	no decimal point ("."); required if available and applicable
17	ICD_CODE4	Member's assigned other Diagnosis code	Situational	alpha-numeric	3	7	no decimal point ("."); required if available and applicable
18	ICD_CODE5	Member's assigned other Diagnosis code	Situational	alpha-numeric	3	7	no decimal point ("."); required if available and applicable
19	ICD_CODE6	Member's assigned other Diagnosis code	Situational	alpha-numeric	3	7	no decimal point ("."); required if available and applicable
20	ICD_CODE7	Member's assigned other Diagnosis code	Situational	alpha-numeric	3	7	no decimal point ("."); required if available and applicable
21	ICD_CODE8	Member's assigned other Diagnosis code	Situational	alpha-numeric	3	7	no decimal point ("."); required if available and applicable
22	ICD_CODE9	Member's assigned other Diagnosis code	Situational	alpha-numeric	3	7	no decimal point ("."); required if available and applicable
23	ICD_CODE10	Member's assigned other Diagnosis code	Situational	alpha-numeric	3	7	no decimal point ("."); required if available and applicable
24	ICD_CODE11	Member's assigned other Diagnosis code	Situational	alpha-numeric	3	7	no decimal point ("."); required if available and applicable
25	ICD_CODE12	Member's assigned other Diagnosis code	Situational	alpha-numeric	3	7	no decimal point ("."); required if available and applicable
26	ICD_CODE13	Member's assigned other Diagnosis code	Situational	alpha-numeric	3	7	no decimal point ("."); required if available and applicable
27	ICD_CODE14	Member's assigned other Diagnosis code	Situational	alpha-numeric	3	7	no decimal point ("."); required if available and applicable
28	ICD_CODE15	Member's assigned other Diagnosis code	Situational	alpha-numeric	3	7	no decimal point ("."); required if available and applicable
29	ICD_CODE16	Member's assigned other Diagnosis code	Situational	alpha-numeric	3	7	no decimal point ("."); required if available and applicable
30	ICD_CODE17	Member's assigned other Diagnosis code	Situational	alpha-numeric	3	7	no decimal point ("."); required if available and applicable

File Layout:

Field No.	Field Name	Description	Condition	Type	Min Length	Max Length	Rules
31	ICD_CODE18	Member's assigned other Diagnosis code	Situational	alpha-numeric	3	7	no decimal point ("."); required if available and applicable
32	ICD_CODE19	Member's assigned other Diagnosis code	Situational	alpha-numeric	3	7	no decimal point ("."); required if available and applicable
33	ICD_CODE20	Member's assigned other Diagnosis code	Situational	alpha-numeric	3	7	no decimal point ("."); required if available and applicable
34	ICD_CODE21	Member's assigned other Diagnosis code	Situational	alpha-numeric	3	7	no decimal point ("."); required if available and applicable
35	ICD_CODE22	Member's assigned other Diagnosis code	Situational	alpha-numeric	3	7	no decimal point ("."); required if available and applicable
36	ICD_CODE23	Member's assigned other Diagnosis code	Situational	alpha-numeric	3	7	no decimal point ("."); required if available and applicable
37	ICD_CODE24	Member's assigned other Diagnosis code	Situational	alpha-numeric	3	7	no decimal point ("."); required if available and applicable
38	ICD_CODE25	Member's assigned other Diagnosis code	Situational	alpha-numeric	3	7	no decimal point ("."); required if available and applicable
39	ICD_CODE26	Member's assigned other Diagnosis code	Situational	alpha-numeric	3	7	no decimal point ("."); required if available and applicable
40	ICD_CODE27	Member's assigned other Diagnosis code	Situational	alpha-numeric	3	7	no decimal point ("."); required if available and applicable
41	ICD_CODE28	Member's assigned other Diagnosis code	Situational	alpha-numeric	3	7	no decimal point ("."); required if available and applicable
42	ICD_CODE29	Member's assigned other Diagnosis code	Situational	alpha-numeric	3	7	no decimal point ("."); required if available and applicable
43	ICD_CODE30	Member's assigned other Diagnosis code	Situational	alpha-numeric	3	7	no decimal point ("."); required if available and applicable
44	ICD_CODE31	Member's assigned other Diagnosis code	Situational	alpha-numeric	3	7	no decimal point ("."); required if available and applicable
45	ICD_CODE32	Member's assigned other Diagnosis code	Situational	alpha-numeric	3	7	no decimal point ("."); required if available and applicable
46	ICD_CODE33	Member's assigned other Diagnosis code	Situational	alpha-numeric	3	7	no decimal point ("."); required if available and applicable
47	ICD_CODE34	Member's assigned other Diagnosis code	Situational	alpha-numeric	3	7	no decimal point ("."); required if available and applicable
48	ICD_CODE35	Member's assigned other Diagnosis code	Situational	alpha-numeric	3	7	no decimal point ("."); required if available and applicable
49	ICD_CODE36	Member's assigned other Diagnosis code	Situational	alpha-numeric	3	7	no decimal point ("."); required if available and applicable
50	ICD_CODE37	Member's assigned other Diagnosis code	Situational	alpha-numeric	3	7	no decimal point ("."); required if available and applicable
51	ICD_CODE38	Member's assigned other Diagnosis code	Situational	alpha-numeric	3	7	no decimal point ("."); required if available and applicable
52	ICD_CODE39	Member's assigned other Diagnosis code	Situational	alpha-numeric	3	7	no decimal point ("."); required if available and applicable
53	ICD_CODE40	Member's assigned other Diagnosis code	Situational	alpha-numeric	3	7	no decimal point ("."); required if available and applicable
54	ICD_CODE41	Member's assigned other Diagnosis code	Situational	alpha-numeric	3	7	no decimal point ("."); required if available and applicable
55	ICD_CODE42	Member's assigned other Diagnosis code	Situational	alpha-numeric	3	7	no decimal point ("."); required if available and applicable
56	ICD_CODE43	Member's assigned other Diagnosis code	Situational	alpha-numeric	3	7	no decimal point ("."); required if available and applicable
57	ICD_CODE44	Member's assigned other Diagnosis code	Situational	alpha-numeric	3	7	no decimal point ("."); required if available and applicable
58	ICD_CODE45	Member's assigned other Diagnosis code	Situational	alpha-numeric	3	7	no decimal point ("."); required if available and applicable
59	ICD_CODE46	Member's assigned other Diagnosis code	Situational	alpha-numeric	3	7	no decimal point ("."); required if available and applicable
60	ICD_CODE47	Member's assigned other Diagnosis code	Situational	alpha-numeric	3	7	no decimal point ("."); required if available and applicable
61	ICD_CODE48	Member's assigned other Diagnosis code	Situational	alpha-numeric	3	7	no decimal point ("."); required if available and applicable
62	ICD_CODE49	Member's assigned other Diagnosis code	Situational	alpha-numeric	3	7	no decimal point ("."); required if available and applicable
63	ICD_CODE50	Member's assigned other Diagnosis code	Situational	alpha-numeric	3	7	no decimal point ("."); required if available and applicable
64	BILL_TYPE	Facility Type Code and Frequency Code (box 4 of UB form)	Required	alpha-numeric	3	3	3 digit bill type for Institutional encounter
65	CLAIM_TYPE	Claim location type - see rules column	Optional	alpha-numeric	2	2	Hospital IP Principal = '01'; Hospital IP Other = '02'; Hospital OP = '10'
66	REV_CODE	Service line Rev code	Required	alpha-numeric	4	4	Rev code
67	FACILITY_NAME	Name of the Facility	Required	alpha	1	50	Servicing Facility Name
68	MPN_NBR	Medicare Assigned Provider Number	Required	alpha-numeric	1	10	Populate with servicing facility NPI
69	DELETE_IND	Delete Indicator	Optional	alpha	1	1	Only to be used when the record should be deleted (value = D)