

**ILLINOIS  
MENTAL HEALTH COLLABORATIVE**

---

**FOR ACCESS AND CHOICE**

# **Illinois Batch Registration Enhancements**

**01/23/09**

**Prepared By:  
Karen Vendetti**

**The following Enhancements will be made to the Batch Registration process effective 02/27/09. The last run of the current batch process will be 2/26/09 at 1 PM Central. Any files received after 1 PM will need to meet the new requirements. All files received after 1 PM will be held and processed after the changes have been implemented on 02/27/09 and the reports will be available on Monday, 03/02/09.**

## List of Enhancements

1. Address Update Only Process
2. Updated Registration and Closure Process
3. Diagnosis Code Changes
4. Allow ICG during consumer SASS eligibility
5. Require End Date on Special Programs

### 1. Address Update Only Process

#### Business Requirement

Allow an update to a consumer's address on an existing registration without re-registering the consumer.

#### Changes to the Batch process

Change the length of the Registering Provider field to 14. The Registering Provider field will be position 11- 24.

Position 25 will be a new indicator. The value of a 'D' in this field will indicate this is for an Address Only Update.

When the indicator is 'D' the only fields needed on this transaction are:

Position From	Position To	Length	Usage	Field name
1	10	10	R	Submitter ID
11	24	14	R	Registering Provider ID
25	25	1	R	Indicator
26	29	4	R	Parent Code
38	52	15	R	Consumer ID
53	61	9	R	Agency FEIN
62	76	15	N	Client ID

Position From	Position To	Length	Usage	Field name
82	106	25	R	Last Name
107	121	15	R	First Name
122	122	1	N	Middle Initial
123	125	3	N	Name Suffix
126	133	8	R	Birth Date
175	175	1	R	Gender
176	200	25	R	Street Address Line 1
201	225	25	N	Street Address Line 2
226	241	16	R	City
242	243	2	R	State
244	248	5	R	Zip Code
249	252	4	N	Zip Code Suffix
253	255	3	R	Area of Residence -County
256	257	2	R	Area of Residence - Township/Community Area

The error codes and messages that are currently in place for the above fields will remain the same with the following additional error.

Error Code	Message	Description
161	No Prior Registration on File for Address Change	This error will occur when there is no prior registration on file

If any other registration fields are filled out on this transaction they will be ignored. There will be no editing of these fields and the fields will not be updated on the registration.

If there are no errors encountered on the transaction then the address will be updated and this record will be written back to the accepted report. There will be one record on the accepted report with the message 'Address Only Update record submitted – Address has been updated'.

This does not change the consumer's eligibility period and the consumer will still need to be re-registered 6 months from the current registration.

## 2. Updated Registration and Closure Process

### Business Requirement

Ability to end date a special program without re-registering other programs

Require the updating of specific fields on closing

Retain the ability to register and close a consumer with one registration transaction

Retain the ability to register or re-register a consumer and end date a special program with one registration transaction

### Change to batch process

This change will use the indicator field created in the Address Update Only project and will require that the indicator field be one of the following 3 values:

- 'C' - Close Registration
- 'R' – Registration or Re-Registration
- 'D'- Address Update Only (see Address Update Only changes)

An indicator of a 'C' will require that a special program end date or the MH Closure Date be a valid date. Depending on which field(s) have a date the following will occur:

<b>MH Closure Date</b>	<b>Special Program End Date</b>	<b>batch process</b>
Valid Date	Spaces	All programs (special and core) will be closed on the MH Closure Date
Spaces	Valid Date	The special program(s) that had an end Date will be closed as of the Special Program End date – No other programs will be updated and the registration is still active for 6 months from the previous registration transaction.
Valid	Valid Date (less than	The special program(s) that had an end

<b>MH Closure Date</b>	<b>Special Program End Date</b>	<b>batch process</b>
Date	the MH Closure Date)	Date will be closed as of the Special Program End date and all other programs (special and core) will be closed on the MH Closure Date
Valid Date	Valid Date (greater than the MH Closure Date)	Error Code – 174 – Special Program End Date is greater than MH Closure Date

The closing of a registration requires updating of the following fields (closing of a registration is defined as the MH Closure Date is not spaces):

MH Closing disposition  
 Functional Scale used at closing  
 GAF/CGAS Score at closing  
 Household Income  
 Client Income  
 Education Level  
 Employment Status  
 Court/Forensic Treatment  
 MH Residential Arrangement  
 Justice System Involvement  
 Diagnosis Information

Although the above fields are required to be updated on a closing the batch process requires that all registration fields be submitted and will be edited as they are currently.

An Indicator of an 'R' will be used for the following situations:

- Registration
- Re-registration
- Registration with an MH Closure Date under the circumstances that the consumer is being closed at the same time that they are being registered so there are no updates to the fields listed above that require

updating on a closing (Example: A consumer who had an assessment and did not continue services)

- Registration with a Special Program End Date when the Special Program should be closed and the other funds should be registered or re-registered.

The 'R' indicator process will follow the current batch process.

The following Error codes and descriptions relate to this new process:

Error Code	Message	Description
160	Indicator is Invalid	This error will occur when the Indicator field is not 'C', 'D' or 'R'  This is a critical error
168	Special Program End Date or MH Closure Date is greater than 6 months from registration start date	This error will occur when the MH Closure Date or any special program end date is greater than 6 months from the Registration Start Date.
173	Registration Start Date cannot be a Future Date	This error will occur when the Registration Start Date is greater than the date the file was processed.
174	Special Program End Date is greater than MH Closure Date	This error will occur when the MH Closure date is less than a Special Program End Date
175	Indicator contains 'C' but there are no Special Program End Dates or MH Closure Date	This error will occur when the indicator is 'C' and there is no Special Program End Date or MH Closure Date.
176	MH Closure Date/Special Program End Date cannot be a Future Date	This error will occur when the MH Closure Date or any Special Program End Date is greater than the date the file was processed.
177	Indicator of 'C' with Special Program End Date when Special Program was not	This error will occur when the Indicator is 'C' and there is an end date of a special program and that special program was not selected on the prior registration.

Error Code	Message	Description
	selected on Prior Registration	
178	Indicator of 'C' when no prior open registration on file	This error will occur when the Indicator is 'C' and there is no prior open registration on file

### 3. Diagnosis Code Changes

#### Business Requirement

Require all Axis 1 and Axis 2 Diagnosis codes and Axis 3 Diagnosis Code 1. Change the validation of all diagnosis codes to use the same reference tables as the online registration process.

#### Changes to the batch process

- Require Axis 1 Diagnosis Code 2 and 3 fields (Diagnosis Code 1 is already required) and validate all Axis 1 against only valid Axis 1 diagnosis codes
- Require all 3 Axis 2 Diagnosis fields and validate against only valid Axis 2 diagnosis codes
- Require Axis 3 Diagnosis 1 field and validate all 3 Axis 3 diagnosis fields against medical categories

The valid Medical Categories are:

Valid Value	Description
ALLE	Allergies
ALZH	Alzheimer's Disease
ANEM	Anemia
ARTH	Arthritis or Rheumatism
ASTH	Asthma
CANC	Cancer or Leukemia
CARD	Cardiovascular Problems
CHRO	Chronic Pain

Valid Value	Description
CIRC	Circulation Problems in Arms and Legs
COPD	Chronic Obstructive Pulmonary Disease
DIAB	Diabetes
DISA	Disabilities or Physical Impairments (eg. Blind)
EMPH	Emphysema or Chronic Bronchitis
EPIL	Epilepsy/Seizures
FIBR	Fibromyalgia
GLAU	Glaucoma
HIGH	High Blood Pressure (Hypertension)
HINJ	Head Injury
HIVA	HIV / AIDS
KIDN	Kidney Disease
LIVD	Liver Disease
MIGR	Migraine Headaches
MSLE	Multiple Sclerosis
NONE	None
OBES	Obesity
OTHE	Med condition seriously impacting mbr's health
PARK	Parkinson's Disease
PREG	Pregnancy
SKIN	Skin Disorders (Severe burns, leg ulcers, etc)
SPCH	Speech Impediment or Impairment
STOM	Stomach GI Problems (e.g., acid reflux, ulcers)
STRK	Stroke / Effects of stroke
THYR	Thyroid or Other Glandular Disorders
UNKN	Unknown
URIN	Urinary Tract or Prostate problems

## Changes to Error Processing

Field name	Current Error Processing	Revised Error Processing
MH Axis 1 Diagnosis 2	Valid Axis 1 diagnosis code This is required if MH Principal Diagnosis Indicator is 'B' Spaces if not reported  If MH Principal Diagnosis Indicator is 'B' and this field is spaces or not a valid value – assign error code 078 with message 'MH Axis 1 Diagnosis 2 is missing/invalid'	Valid Axis 1 diagnosis code  This is required  If field is spaces or not a valid value – assign error code 078 with message 'MH Axis 1 Diagnosis 2 is missing/invalid'
MH Axis 1 Diagnosis 3	Valid Axis 1 diagnosis code This is required if MH Principal Diagnosis Indicator is 'C' Spaces if not reported	Valid Axis 1 diagnosis code  This is required

Field name	Current Error Processing	Revised Error Processing
	If MH Principal Diagnosis Indicator is 'C' and this field is spaces or not a valid value – assign error code 079 with message 'MH Axis 1 Diagnosis 3 is missing/invalid'	If field is spaces or not a valid value – assign error code 079 with message 'MH Axis 1 Diagnosis 3 is missing/invalid'
MH Axis 2 Diagnosis 1	Valid Axis 2 diagnosis code This is required if MH Principal Diagnosis Indicator is 'D' Spaces if not reported  If MH Principal Diagnosis Indicator is 'D' and this field is spaces or not a valid value – assign error code 080 with message 'MH Axis 2 Diagnosis 1 is missing/invalid'	Valid Axis 2 diagnosis code  This is required  If field is spaces or not a valid value – assign error code 080 with message 'MH Axis 2 Diagnosis 1 is missing/invalid'
MH Axis 2 Diagnosis 2	Valid Axis 2 diagnosis code This is required if MH Principal Diagnosis Indicator is 'E' Spaces if not reported  If MH Principal Diagnosis Indicator is 'E' and this field is spaces or not a valid value – assign error code 081 with message 'MH Axis 2 Diagnosis 2 is missing/invalid'	Valid Axis 2 diagnosis code  This is required  If field is spaces or not a valid value – assign error code 081 with message 'MH Axis 2 Diagnosis 2 is missing/invalid'
MH Axis 2 Diagnosis 3	Valid Axis 2 diagnosis code This is required if MH Principal Diagnosis Indicator is 'F' Spaces if not reported  If MH Principal Diagnosis Indicator is 'F' and this field is spaces or not a valid value – assign error code 082 with message 'MH Axis 2 Diagnosis 3 is missing/invalid'	Valid Axis 2 diagnosis code  This is required  If field is spaces or not a valid value – assign error code 082 with message 'MH Axis 2 Diagnosis 3 is missing/invalid'
MH Axis 3 Diagnosis 1	Must be Valid ICD-9 diagnosis code. Spaces if not reported  If field is not spaces or not a valid value – assign error code 083 with message 'MH Axis 3 Diagnosis 1 is invalid'	Valid Medical Category  This is required  If field is spaces or not a valid value – assign error code 083 with message 'MH Axis 3 Diagnosis 1 is missing/invalid'
MH Axis 3 Diagnosis 2	Must be Valid ICD-9 diagnosis code. Spaces if not reported  If field is not spaces or not a valid value – assign error code 084 with message 'MH Axis 3 Diagnosis 1 is invalid'	Valid Medical Category  Spaces if not reported  If field is spaces or not a valid value – assign error code 084 with message 'MH Axis 3 Diagnosis 2 is missing/invalid'
MH Axis 3 Diagnosis 3	Must be Valid ICD-9 diagnosis code. Spaces if not reported  If field is not spaces or not a valid value – assign error code 085 with message 'MH Axis 3 Diagnosis 1 is invalid'	Valid Medical Category  Spaces if not reported  If field is spaces or not a valid value – assign error code 085 with message 'MH

Field name	Current Error Processing	Revised Error Processing
		Axis 3 Diagnosis 3 is missing/invalid'

## 4. Allow ICG during consumer SASS eligibility

### Business Requirement

Allow a consumer to be registered in the ICG Special Program during SASS eligibility.

### Change to batch process

The changes in the batch program to accommodate this require no changes to the incoming transaction.

There is a revision to when the 154 error code is generated as described below.

Error Code	Message	Current Description	Revised Description
154	Consumer is SASS eligible for Registration Start Date	This error occurs when the registration does not indicate the consumer should be registered in 121 when the consumer is SASS eligible	This error occurs when the registration does not indicate the consumer should be registered in either 121 or ICG when the consumer is SASS eligible

## 5. Require End Date for Special Programs

### Business Requirement

Require an End Date for special programs

## Change to batch process

If a Special Program was requested and not closed on the previous registration and the incoming transaction does not request this special program then the record will be rejected.

As a result of this new process the following error conditions have been added.

<b>Error Code</b>	<b>Message</b>	<b>Description</b>
164	Registration Without Juvenile Justice when Prior Registration Did Not Contain an End Date	This error will occur when the Juvenile Justice Indicator is '0' on the incoming transaction and the previous registration's Juvenile Justice Indicator was '1' and the Juvenile Justice End Date was spaces
165	Registration Without PATH Grant when Prior Registration Did Not Contain an End Date	This error will occur when the PATH Grant Indicator is '0' on the incoming transaction and the previous registration's PATH Grant Indicator was '1' and the PATH Grant End Date was spaces
166	Registration Without CHIPS when Prior Registration Did Not Contain an End Date	This error will occur when the CHIPS Indicator is '0' on the incoming transaction and the previous registration's CHIPS Indicator was '1' and the CHIPS End Date was spaces
167	Registration Without ICG when Prior Registration Did Not Contain an End Date	This error will occur when the Residential Indicator is '0' on the incoming transaction and the previous registration's Residential Indicator was '1' (ICG) and the Residential End Date was spaces
169	Registration Without CILA (620) when Prior Registration Did Not Contain an End Date	This error will occur when the Residential Indicator is '0' on the incoming transaction and the previous registration's Residential Indicator was '2' (620) and the Residential End Date was spaces

170	Registration Without Supported Residential (820) when Prior Registration Did Not Contain an End Date	This error will occur when the Residential Indicator is '0' on the incoming transaction and the previous registration's Residential Indicator was '3' (820) and the Residential End Date was spaces
171	Registration Without Supervised Residential (830) when Prior Registration Did Not Contain an End Date	This error will occur when the Residential Indicator is '0' on the incoming transaction and the previous registration's Residential Indicator was '4' (830) and the Residential End Date was spaces
172	Prior Registration for a different Residential Program did not contain an End Date or Overlaps'	This error will occur when the Residential Indicator on the incoming transaction is not the same as the previous registration's Residential Indicator and the Residential End Date was spaces