Arkansas Healthcare Transparency Initiative: Entity Registration Process

March 2019

ARKANSAS APCD All-Payer Claims Database

ADMINISTERED BY ACHI

Registration Overview & Compliance

- Applies to entities licensed with the Arkansas Insurance Department (AID) providing coverage for the following:
  - Medical services
  - Dental services
  - Pharmaceutical services
- Registration enables compliance with:
  - Act 1233 of 2015
  - AID Rule 100 data submission requirements

Registration Overview & Compliance

- Provides AID & ACHI (database administrator) better understanding of number of submitting entities, expected data volume
- Captures critical contact information from submitting entities' technical staff involved in the data submission process
- Process offers opportunity for entities that believe they are not subject to requirements to attest to such belief

Registration Forms

- Access forms at www.arkansasapcd.net
  - Located on homepage under Submitting Entity Registration Forms
  - Click Start Here! button
- Two forms available
  - Issuer registration form
  - Pharmacy benefit manager (PBM) and third party administrator (TPA) registration form

Registration Process: Step 1

Welcome to the Arkansas All-Payer Claims Database (APCD)

There is a growing demand and need for transparency of healthcare information in Arkansas to promote high-value care and advance research. Consumers, employers, and policymakers are advocating for greater reporting on the prices of healthcare services as a way to encourage consumers to choose low-cost, high-quality providers and to promote competition based on value. The Arkansas All-Payer Claims Database (APCD) is a dynamic tool that will enable the state to further its transparency objectives by collecting healthcare data from public and private sources and empowering Arkansans with information to better understand how and where healthcare is being delivered and how much is being spent. Please see the "How to Use the APCD Website" box below to learn how to navigate the Arkansas APCD website.

What's New?

Arkansas APCD Announcements

DSG Version 7.0.2109 Technical Change Final (NEW! 3/14/2019) **

The Arkansas APCD is releasing a technical change to the 7.0.2019 data submission guide (DSG). Periodically, typographic and/or wording errors are found that need to be cleaned up prior to the following year's DSG release. For DSG 7.0.2019, two issues were addressed in this technical change:

1. Field lengths were increased to 128 bytes for fields DC047, DC048, and DC049. They were correct in the Excel version of DSG 7.0.2019. This correction aligns the documents.
2. Removed the term "contractual" from allowed amount fields MC098, PC068, PB068, and DC046 to more accurately describe the data element meanings.

Be sure to review the Revision History for a detailed list of changes and additions. Submitting entities who have already submitted historical data files as of calendar years 2013-2018 do not have to resubmit historical data with new fields added in DSG 7.0.2019. The Arkansas APCD team will execute the necessary data transformation processes to add these fields to the historical data already received. Previous DSG versions - including 4.1.2015, 5.0.2017, 5.1.2017, and 6.0.2018 - are being retired. Any submissions received on or after June 30, 2019, must be made in the format outlined in Arkansas APCD DSG version 7.0.2019, until a new version is released and becomes the new standard. The Arkansas APCD will be able to receive the 7.0.2019 format in April, 2019. Submitters may begin submitting in the new format at that time.

Submitting Entity Resources

- Exemption Request Form
- Data Submission Guide (DSG) Resources
- Data Validation Report Resources
- Onboarding Instruction - **Updated 11/27/2018** Information on on web portal set-up, file encryption requirements, technical support processes, data file structure requirements, etc.
- Frequently Asked Questions-Data Submission Guide (DSG) and Onboarding
- Training Documents
- Scheduled Webinars
- APCD Newsletters

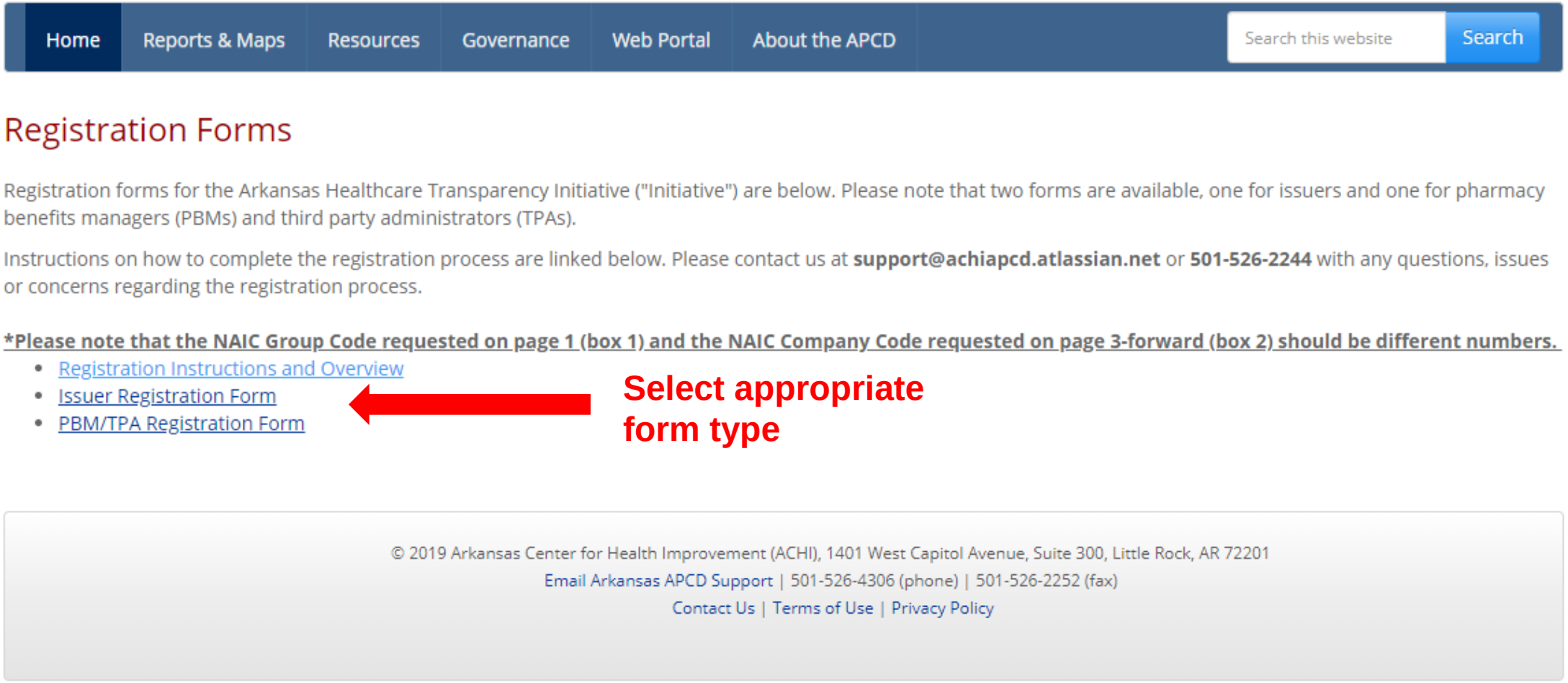
Submitting Entity Registration Forms

Click below to access registration forms for the Arkansas Healthcare Transparency Initiative.

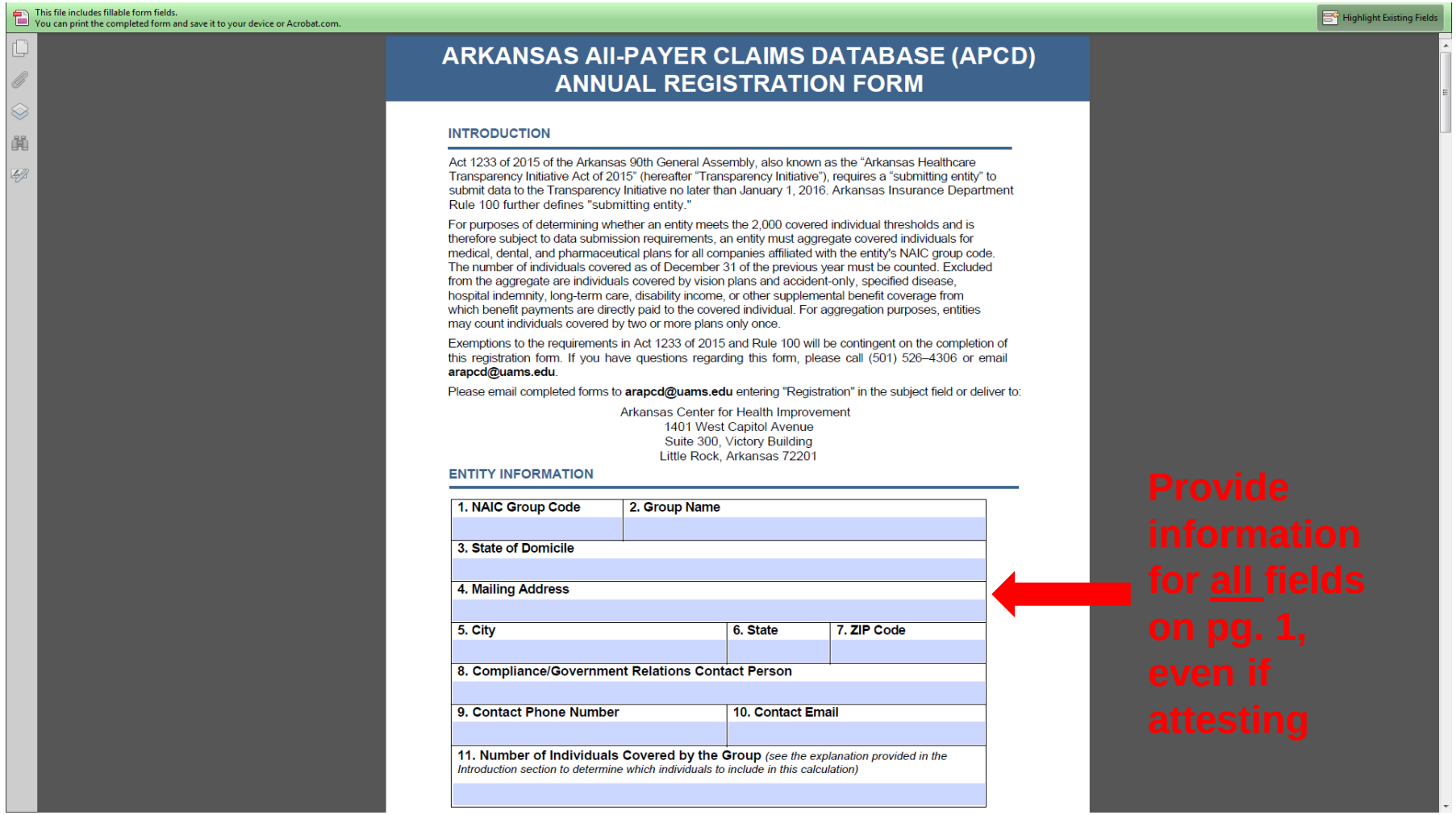
Start Here!

Click here to access forms

Registration Process: Step 2



Registration Process: Step 3



Provide information for all fields on pg. 1, even if attesting

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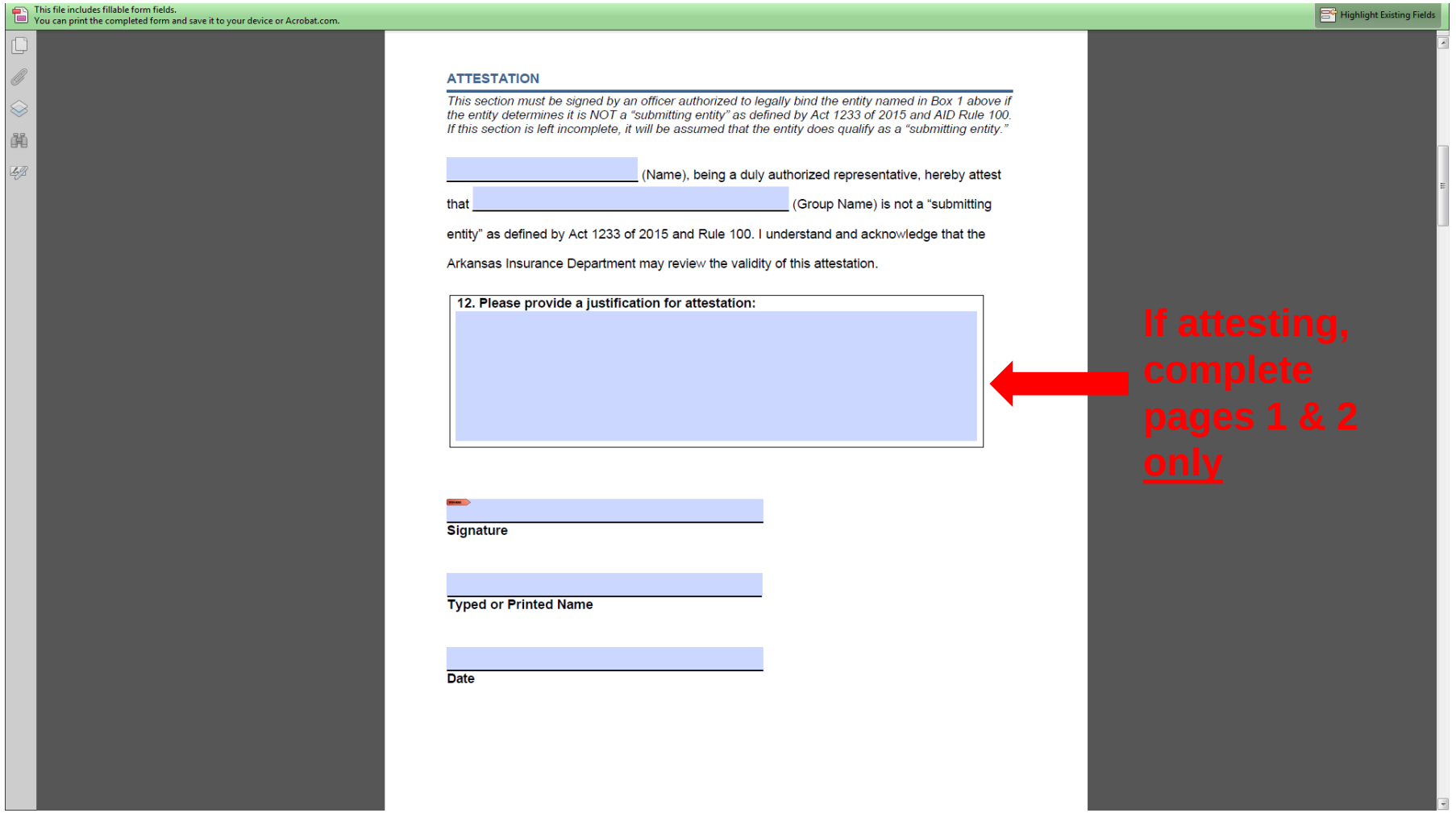
Registration Process: Step 4



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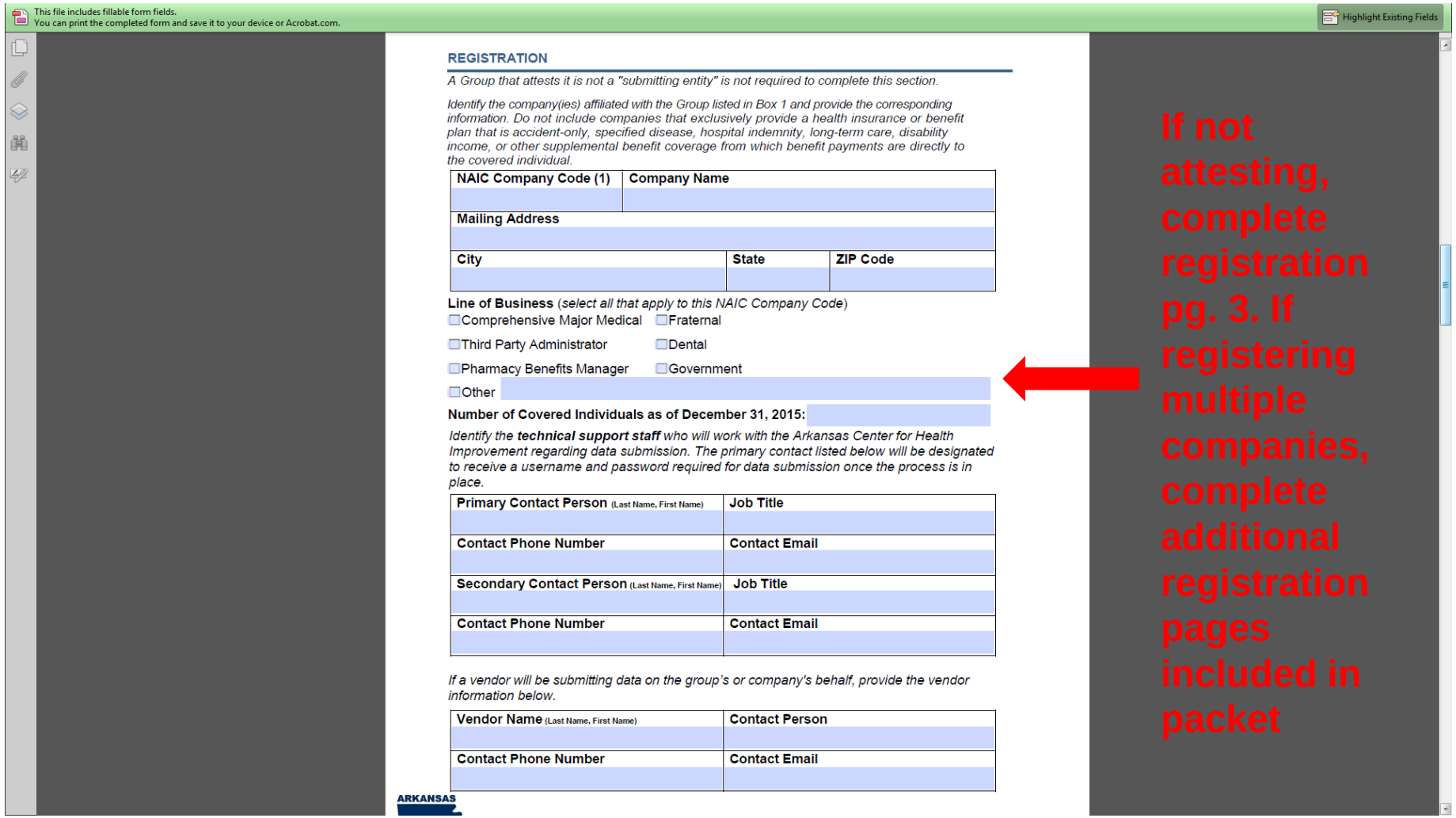
Registration Process: Step 5



If not attesting, complete registration pg. 3. If registering multiple companies, complete additional registration pages included in packet

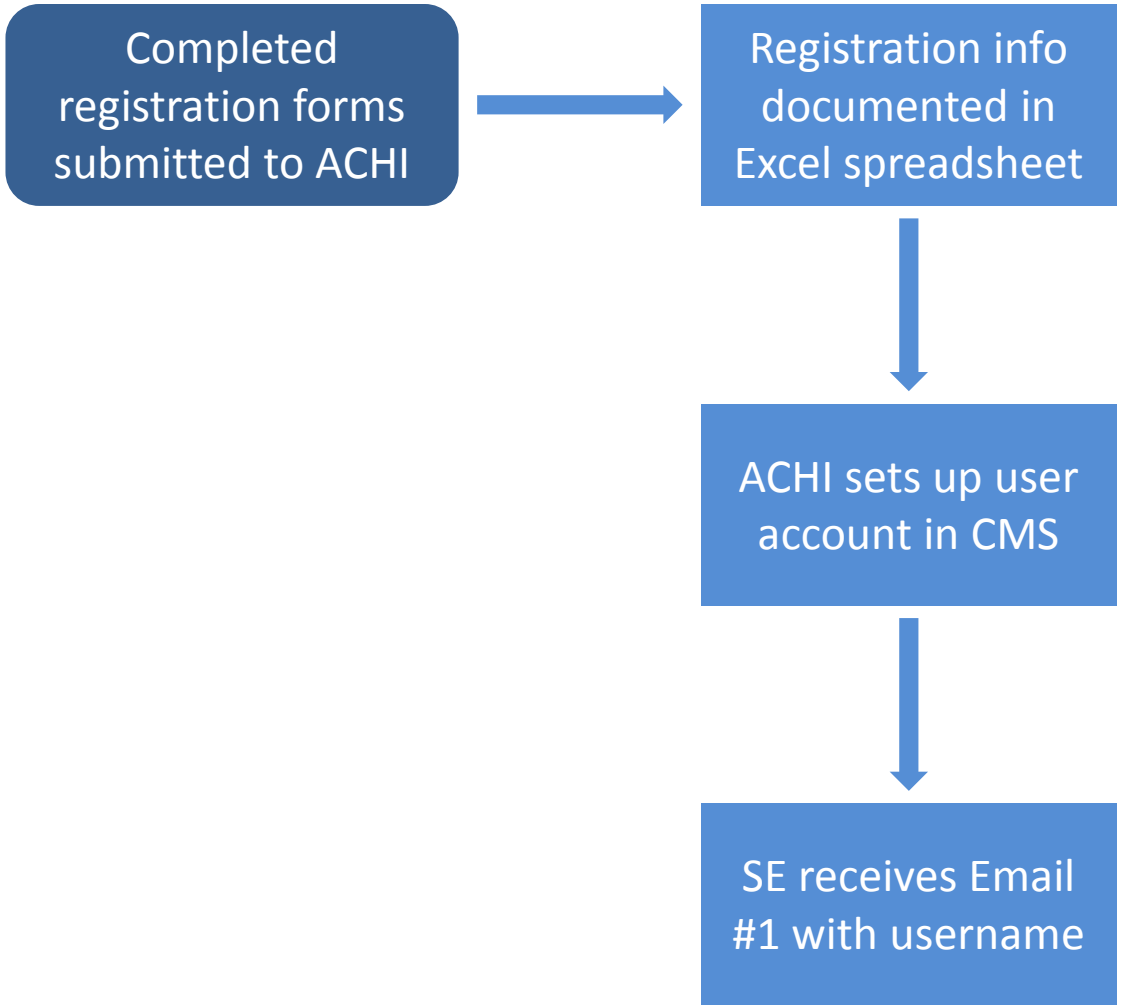
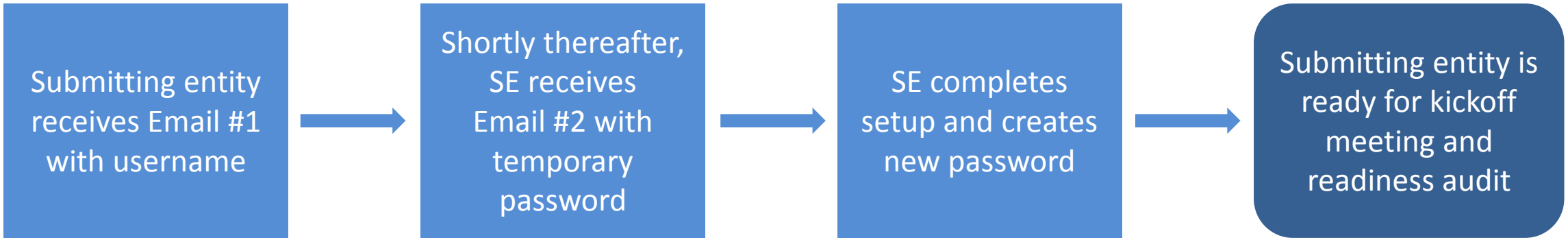
Registration Process: Step 6

- Email completed registration form to support@achiapcd.atlassian.net with “Registration” in the subject line
- Ensure that forms are completed fully with all requested information (as applicable)
  - Technical contact information captured on registration pages will be used to create usernames and passwords for data submission

Registration Process Follow Up

- ACHI will review all registration forms for completeness and accuracy within 5 business days
  - Entities attesting to a belief that they are not subject to data submission requirements will be reviewed by AID within 5 business days
- Submitting entities (SEs) will be contacted within 2 weeks with follow-up information on the data submission process

Username/Password Set-Up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