

# Texas All-Payor Claims Database

March Submitter Forum

Center for Health Care Data

*Presented to submitters on March 24, 2026*

 UTHealth<sup>®</sup> Houston

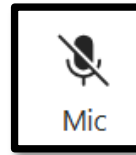
School of Public Health

# Welcome

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- Welcome and housekeeping

- Thank you!
- Please place your audio on mute.
- This meeting will be recorded and transcribed for our notes.
- Slides and notes will be made available on our website.



# Teams & Chat

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- ❑ **Reminder:** Please enter all questions in the Chat.
- ❑ The “Chat” function in Teams can be found on the menu ribbon at the top of your screen.



# Agenda

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- Encoding
- Submission Status in Portal
- ME and PV Files

# Encoding – Overview

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**When data is saved to a file, how do we know that it can be opened by others, using perhaps different software and it would be equal to what you saved?**

- Encoding is how the data gets represented at the machine-level so that it can be shared and read by others.
- We will talk about encoding without getting into the nitty gritty details.
  - There are many online resources available for those interested.
- What we want to focus on today are the kinds of issues that encoding might present when submitting data and how to deal with them.
- In the early stages of the TX-APCD, many submitters encountered encoding issues. Interestingly, this issue has resurfaced in the last 3 months (hence the reason for raising it in this forum).

# Encoding – Requirement

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**Data files submitted to the TX-APCD are expected to be UTF-8 encoded. Variations from this can result in issues.**

**For instance:**

- Texas data has a lot of Spanish person and place names which include non-ASCII characters like Ñ / ñ and the accented vowels á, é, í, ó, ú.
- There are also Scandinavian names like Björn , French names like René Lefèvre, Vietnamese names like Nguyễn Thị Hương.
- It is precisely for this reason that the TX-APCD requires data files to be UTF-8 encoded, because all such text gets properly represented and can be read and written without issue.

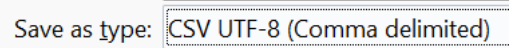
# Encoding – Windows

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This requires special attention if you are generating your data files on a Windows system where, in most cases, UTF-8 encoding is not the default.

- 1 For example, if you are using PowerShell to generate your data files:  

```
$data | Out-File -FilePath "P_SBMCODE_20000000_201901_201901_ME_01.txt" -Encoding UTF8
```

  - Always set the Encoding parameter when it is available.
- 2 If you are using Excel, when exporting to CSV, you should specify to “Save As Type”.  

- 3 Many Windows applications and Windows itself does not have UTF-8 as default.

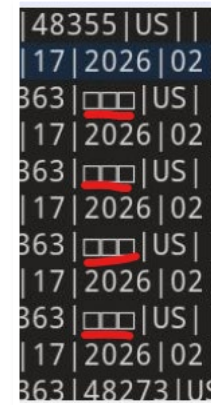
**NOTE:** Please ensure that you are using applications that are capable of UTF-8 encoding, and make sure the encoding is set properly when writing your files.

# Encoding – How does it go wrong?

When a file is not encoded correctly, you might see something like this:

José García is represented as Jos? Garc?a

- The appearance of unusual characters displayed in your data file is often an indication that there is an encoding issue.
- You might see characters represented as little boxes.
- These are characteristic of null bytes being written to the file.



```
48355|US||  
17|2026|02|  
863||US|  
17|2026|02|  
863||US|  
17|2026|02|  
863||US|  
17|2026|02|  
863||US|  
17|2026|02|  
863|48273|US
```



```
8363|^@^@^@|U  
63|^@^@^@|US|  
8363|^@^@^@|U  
|^@^@^@|US||
```

# Encoding – Submission Validation

## What to expect in a validation notification when there is an encoding issue.

- You will not receive any attached validation reports (the information you need will be in the email body).

Hello [REDACTED]

This notification is in reference to a file submitted to the TX APCD. Please review the information below regarding the outcome of the submission.

Submission 'P\_[REDACTED]\_202509\_202509.zip' received on Wed Nov 5 10:32:01 2025.

Outcome: Failed

Individual Validation Results: Not available

If there are one or more failures from any of the submitted data files, please review the corresponding attachment or list of errors below and correct any errors listed in the validation report or in this email. Once the errors have been corrected, please resubmit all the files, including the files without previous errors. If there are any questions about any of the attached reports, please open a ticket.

[txapcd.org/workbench/dashboard](http://txapcd.org/workbench/dashboard)

TX APCD Technical Support

Other Errors

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File Char **Encoding** Failure: FAIL 'Bad characters found for the following data files.'

- File: P\_[REDACTED]\_20000069\_202509\_202509\_MC\_01.txt

Error: L1118448: C572, C574, C576

L – line number

C – column position in the line

# Submission Status

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- For each submission that is received, there are two notifications you can expect:
  - **Receipt Notification** – “accepted” or “rejected”
    - ❖ *If “rejected”, then email is sent, but no status visible in the portal (txapcd.org).*
    - ❖ *If Receipt Notification is “accepted”, then you can expect a second email.*
  - **Validation Notification** – “passed” or “failed”
    - ❖ *Email will be sent with validation reports attached.*
    - ❖ *Status will be posted on the portal (<https://txapcd.org/submissions/list-submissions/>) with validation reports available for download.*
- Email might not arrive if your organization has not whitelisted the domains (txapcd.org, tacc.utexas.edu, uth.tmc.edu).

# Submission Status – Receipt

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- When a submission is received a few structural checks are immediately done:
  - Does the naming of the archive file match the required pattern?
  - Do each of the data files in the archive match the required pattern?
  - Is the archive encrypted and with the correct encryption key?
  - Is the submission expected based on the submission calendar?
  - Does the archive contain the files that are expected based on your registration and nothing else?
- If all conditions are met, the “accepted” notification is sent out; failure to meet any of the conditions will result in the “rejected” notification.
- In some cases, if all conditions were met but the submission was unexpected (was not in the submission calendar) the submission will go into “triage” (you will be contacted to determine whether the submission was a mistake).

# Submission Status – Validation

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## Accepted submissions are routed for validation

- The first thing that is checked is if the file is readable as UTF-8 encoded as described earlier in this presentation.
- Then, the file consistency rules are validated including test/production consistency, column counts, row counts, header and trailer consistency, etc.
- If file consistency validation passes, then each of the data files are validated according to the specifications in the CDL and a validation report is generated for each data file.
- If file consistency validation fails, the process ends and a Validation Notification is sent with only the FC report attached. If the file has consistency issues, it will more than likely fail complete validation.

# Member Enrollment/Eligibility (ME)

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- 1 When people sign on to a plan, they get registered as members.
- 2 Upon enrollment, these members become eligible for benefits articulated in the plan.
- 3 Eligibility typically is tracked on a monthly-basis.
- 4 The expectation is that the ME file in a submission includes all Texas-resident members who are eligible for services under the plan during the month of submission (known as the data period).

**NOTE:** Whether a member is included or not depends only on whether they are eligible for services under the plan. There is no dependency at all on claims for the member.

# Member E/E (ME) – Expectations

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- We do **NOT** expect to see 100% of eligible members showing up in claims.
- We do **NOT** expect to see 0% of eligible members showing up in claims.

**Exception:** In the case of some very small plans where one, or both-of-the-above, could happen in-a-given month.

- Our Stage 2 data quality reporting has focused on members missing from **all-time** eligibility when they are present in claims.
- In the next round, we will account for date of service. We will expect that a member is eligible in the month of service.
- Also, we will be looking at the coverage ratios described above—very high or very low ratios for relatively large plans will be flagged.

# Member E/E (ME) – Rule Change

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**Suppose member 123456789 shows up on a claim in the 202602 medical file with date of service 20251204 (Dec 4, 2025).**

- We would then look for that member in the 202512 eligibility file.
  - In other words, we would link a 202602 claim to 202512 eligibility.
  - High rates of members showing up in claims without verifiable eligibility based on date of service will be flagged.
- For services that span a period of time, eligibility will be validated across the months included in the time span from `date_of_service_from` to `date_of_service_thru`.

# Provider Files (PV)

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## Providers contract with carriers to provide services to eligible members.

- Carriers often build (or lease) networks of providers.
- Providers are normally credentialed by carriers (or their delegates) as part of the process of contracting.
- These processes produce a lot of information about providers including demographic data, professional identifiers, board certifications, etc.
- For the purposes of this discussion, we will refer to this data as your “Provider Database”.
- It is from this body of data that we expect provider data to be sourced for submission (at least for in-network providers).

# Provider Files (PV) – Networks

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**If you have a national network, we only expect you to report those providers in your network with a Texas practice address, along with the out-of-state providers who provided services.**

- So, if you have a network, your PV file would include:
  - 1) In-network providers in Texas whether they provided services or not.
  - 2) In-network providers outside of Texas who did provide services.
  - 3) Out-of-network providers in or out of Texas who did provide services.
- This minimizes the overall size of the provider file in each submission, while at the same time, ensuring the data covers the full-range of provider information.

# Provider Files (PV) – No Network

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The Data Submission Guide (subsection 5.5 Provider Data) indicates that the provider file should include providers in-network and out-of-network providers who provide services to the plan's members.

- If you are a carrier without a network, then your provider file would only include providers who provide services to your members.
- If you are a carrier without a network, and in-a-given month you have no claims (this can happen for small plans or plans during a run-out period); you still need to submit a provider file, but it would just have the HD and TR sections in the file.

# Questions?

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- Questions:
  - Please submit via Chat.
  - If your question is specific to your organization, for:
    - General questions – send email inquiries to [txapcd@uth.tmc.edu](mailto:txapcd@uth.tmc.edu).
    - Portal and data submission questions – please enter a ticket via the submitter portal at <https://txapcd.org>.