1. Letters of Collaboration/Termination

Description:
The letters of collaboration/termination are in conjunction with the CDC/PA files. This process was added for customers that are being seen at two agencies at the same time. If a customer already has an open level PA at another agency, when your agency submits a level PA, the PA will be put on pended status. At this time, the agency must determine whether a collaboration or termination is needed. This document is meant for vendors, so policy regarding which is appropriate will be left in the PA manual. The different options available for this process are letters of termination, collaboration, courtesy terminations, and contests of prior terminations.

Letters of Termination are signed agreements that state the customer only wants to receive services from your agency. To be able to do a letter of termination, the provider must have at least submitted one CDC and received a response that the customer is being served at another agency. When a customer is new, the provider might have received the response with the 21 CDC (contact), and with the 23 CDC (admission). The CDCkey from the response needs to be inserted into the letter for the provider to print. After completion, the letter can be sent as an attachment through the LOTLOC EDI process.

Letters of Collaboration are agreements between two agencies and the customer. The agreement details the amount of the monthly cap that each provider is going to get. The collaboration letter is signed by both clinicians and the customers, but does not need to be sent to ODMHSAS. Once the provider has received a response that their PA is in pending status (because another provider has an open level PA) or receives a response that a level PA has been submitted by another agency (what the other agency gets), then either provider can submit a proposal for collaboration. If one provider proposes and the other agrees, then the collaboration is finalized. If the other provider modifies the proposal then it goes back to the first provider. This process goes back and forth until agreed. If the other provider agrees, a response notification will be sent letting your provider know that the other provider agreed.

Courtesy Terminations are a way for a provider to end their PA the day they submit it. This process is also done by the provider submitting a discharge. This process was designed for providers to have an easy alternative to ending their PA if there is another provider trying to submit a PA for their prior customer.

Contest Terminations are a process to allow providers to contest a prior termination for one of their customers. This was put in place because one of the biggest complaints from providers were other providers terminating their authorization without ever trying to collaborate. Once a Contest has been submitted a response will tell the provider to send an email to the help desk detailing the information.

2. File Layout

2.1. Import Files

2.1.1. All SFTP zip files will contain a single organization's EDI data files. Any combination of LOCLOT data files can be sent in the same zip folder providing all naming conventions are followed. These files will be dropped in the same folder as the CDC zip files.

2.1.2. There is no limit to the number of files an organization can send per day and there is no limit to the number of LOCLOT records which can be sent in a single file.

2.1.3. Import file naming convention is as follows.

OKLOC_XXXXXXXXX_yyyymmdd_XXX.zip

Where

- **OKLOC** is a literal for ODMHSAS identification.
- **XXXXXXXXX** is the provider organization identification (OrgID) number, assigned by ODMHSAS. This will be a 10 digit ID with leading zeros. For example, organization code "65" will be represented as "0000000065".
- **yyyymmdd**: Date when the transmission file is created.
- **XXX** is a sequential number used to identify multiple files with the same organization ID and date. This number should reset to 001 every day at 12:01 am (0001 military time). The record file(s) within the zipped file will have a similar naming convention as the zip file. There can be data files for multiple provider locations.

The data file naming convention(s) are as follows.

OKLOC_XXXXXXXXX_yyyymmdd_XXX.xml

Where

- **OKLOC** is a literal for ODMHSAS identification of data files.
- **XXXXXXXXX** is the individual provider's number assigned by OHCA, to include the alpha location identifier. Do not use NPI.
- **yyyymmdd**: Date when the transmitting agency creates the file(s). This date must match the date used naming the zip file.

• **XXX** is a sequential number used to identify multiple files with the same provider ID and date. This number must match the sequence number on the zip file.

For example, zip file OKLOC_0000000123_20120510_001.zip could contain the following 3 provider IDs. However, there will be no more than one data file from a single provider per zip file. Multiple zip files can be sent in a day.

OKLOC_**123456789A**_20120510_**001**.xml - Allowed
OKLOC_**123456789B**_20120510_**001**.xml - Allowed
OKLOC_**987654321J**_20120510_**001**.xml - Allowed

This would **NOT** be allowed

OKLOC_**123456789A**_20120510_**001**.xml
OKLOC_**123456789A**_20120510_**002**.xml (same provider location as above in the same file)
OKLOC_987654321J_20120510_001.xml

2.1.4. Files will be in XML format.
2.1.5. Every file will have a header and trailer record, which define the number of request records in the file. Record counts must match the header & trailer; else the entire file will be rejected. These record counts are for detail data records only; do not include the header and trailer records. The value of the record count field is limited to 4 characters (up to 9999).
2.1.6. The header record will also contain file identifying information such as transmitting agency, provider organization information, and the date/time the file is created.

```
<?xml version="1.0" encoding="UTF-8" ?>
<LOCBatch submitter="All in the Family of Family's"
xsi:schemaLocation="http://ww1.odmhsas.org/edi/loclot/import/import.xsd" version="1.0" records="2"
xmlns:xsi="http://www.w3.org/2001/XMLSchema-instance" createdate="20121115"
xmlns="http://ww1.odmhsas.org/edi/loclot/import">
  <LOC>
  </LOC>
</LOCBatch>
```

2.1.7. XML data tags

2.1.7.1 For LOC records, only data tags containing data can be included. No null fields are allowed.

2.1.8. Level 1 validation
- File structure checking
- XML structure checking

2.1.9. On file failure, notification is sent to the transmitting agency. The file can be corrected and resent after it is renamed. The create date in the header field should be retained even after renaming the file.

2.1.10. Examples of file rejection include, but are not limited to, header/trailer data mismatching with record counts, receiving a partial file, bad xml structure, file named incorrectly, zip file can't be opened, or file previously processed.

3. File Processing

3.1. Data validation
3.1.1. All request records contained in a file passing level 1 validation will undergo Business Rule Processing.
3.1.2. Required fields are defined in section 6.

3.2. Record Processing
3.2.1. Records passing level 1 validation will begin business rules processing.
3.2.2. All data records submitted via the EDI import file will have an originator's unique identifier, which will be retained whether or not the record is rejected and re-sent. This identifier will stay with the record through the entire EDI cycle. If a record is rejected, ODMHSAS will retain the originator's record ID for tracking purposes. The ID number will remain with the record when resubmitted to ODMHSAS and will be returned in the response file with record status. Any record submitted that does not have an originator ID (or the originator ID is over 50 characters) will be assigned a unique identifier by ODMHSAS using an internal zipkey, xmlkey, submitted date, and record counter.

<ProviderRecordID>**any string up to 50 chars**</ProviderRecordID>

4. Service Level Processing

4.1. Business rule processing, LOC/LOT data
4.1.1. After passing Level-1 validation, all business rules and checks will be performed. If the processing is successful, status information will be written to either RejectedRecords or AcceptedRecords Section of the response file. Any failed record in the rejected records can be corrected and resubmitted.

LOC/LOT transactions

- Collaboration – records will be processed based on submitted Type (1 for proposal, 2 for accept). Records will be error checked cross referencing the CDCkey, memberID, provideridloc to make sure the record is available for collaboration first. Then if all other criteria are met the record will be written to the AcceptedRecords. If the Type = 1 and the record is accepted, the other provider will be notified that you have submitted a proposal. If Type = 2, then any PA that was on hold (waiting for the collaboration) will be activated, and the other provider will be notified that you accepted the collaboration.
- Termination – Records will be error checked cross referencing the CDCkey, memberID, provideridloc fields to make sure the provider is eligible to terminate and that the customer has an open level PA at another agency. The record will need to include the attachment of the signed letter of termination. If all criteria are met, the record will be written to the AcceptedRecords and the other provider will be notified that their PA has been terminated.
- Courtesy Termination – Records will be error checked cross referencing the CDCkey, memberID, provideridloc fields to make sure the provider is eligible to terminate and that the customer has an open level PA at this agency. If all criteria are met, the current level PA at your agency will be ended for today and the record will be written to AcceptedRecords.
- Contest Termination – Records will be error checked cross referencing the CDCkey, memberID, provideridloc fields to make sure provider is eligible to contest. The CDCkey submitted must be the CDCkey that is linked to the PA that was terminated. If your provider has a PA that was terminated, a nightly response will be sent giving you this information. If the information sent back all matches up, then the other provider will be notified that you are contesting their termination and the record will be written to the AcceptedRecords.
- Invalid Transaction field – If this field is left blank, or the value is invalid the record will be written to the RejectedRecords and no other edits will be processed. The error will state "Invalid length or data on Transaction field."

Each EDI record submitted through this process will go through an initial validation check for length and data type for all fields. Any field that does not meet the correct length or data type will be set to blank. These records will also be given an error record that begins with "LOC80." As long as the Transaction field is valid, the record will still be sent through to process. This validation could result in multiple errors for the same thing. For example, if you send in a memberID that is eight characters long (should be 9); it would receive an error code LOC80020 for invalid length, but would also receive the LOC50006 for missing memberID.

Error codes coming back in the RejectedRecords section can be split into three categories. Errors starting with LOC80 are field validation errors. Errors starting with LOC20 are errors sent for the termination process (courtesy and contest are included with these). Errors starting with LOC50 are errors for the collaboration process. There are reasons this could be helpful. If your provider is trying to collaborate, but keeps getting LOC20 error codes, the issue really is the Transaction field. Also, getting any LOC80 errors should alert you to your provider entering invalid information and allow you to put a check on your side.

4.1.2 General Edits
All Transactions will be cross referenced to make sure the CDCkey, MemberID, and AgencySite all match for the submitting agency. The AgencySite itself does not have to be the exact location that the CDCkey is at, but it does at least have to be one of the sites connected to the same Master ID for the agency.

Collaboration edits:
The Type field determines whether a provider is proposing or accepting. If someone else proposes collaboration to your agency, you can still propose collaboration as long as the amounts are different from what that agency initially proposed. The proposed amounts cannot exceed the maximum monthly amount between the two agencies. The proposed amounts cannot exceed their own monthly amounts either. The Name, Phone, and Email are the optional contact information for the collaboration. If these fields are filled out, this person will be notified as soon as the other agency submits anything regarding the collaboration. The ClinicianOfRecord field is the NPI of the clinician for your agency. This NPI will be checked against MMIS information to make sure the clinician meets proper credentials. The ClinicianOfRecord2 is the clinician of the other agency and is not required; however, when the other agency accepts they will have to give a valid NPI for their clinician before accepted. The services fields only need to be included if they are the ones equal to one, because any left out would be set to zero. There will be no edits on these fields to begin this process and will be used for data quality. There may be edits on these fields in the future.

Collaborations will have a status in the ODMHSAS system. If collaboration is complete, but the clinicians at the two different agencies feel that a change is needed allotments, one provider can propose the collaboration again. This will put both PAs on hold until the collaboration is agreed to again. What the status also allows is if a collaboration is complete and your provider submits an extension PA of the same level as before, their PA amount will be automatically adjusted to the agreed upon amount without both providers having to go through the same collaboration process again.

Termination Edits:

Courtesy terminations just require that the PA that the CDCkey is tied to be active and have an end date past today. Contest terminations require that the CDCkey submitted was the same CDCkey that was terminated by a previous letter of termination. The file type must meet the acceptable format and the signed document is expected to be included in the record. The edits will perform the termination trusting that the vendor submitted information is correct. These files will still be processed, and if problems are found on submitted files, ODMHSAS will reactivate the other provider's authorization.

5. Response Files

5.1. Response files from a submitted file

5.1.1. A response file will be prepared for each import file received by ODMHSAS. This file will be organized into three sections– rejected file information (file validation), rejected data validation or rules processing information (rules validation), and successfully processed record information.

5.1.2. The response file will be in XML format.

5.1.3. Response file naming convention is similar to import as follows:

OKRESP_LOC_XXXXXXXXXX_yyyymmdd_XXX.zip

Where

- **OKRESP** is a literal for ODMHSAS identification.
- **XXXXXXXXXX** is the provider organization identification number.
- **yyyymmdd**: Mirrors the organization's import zip file.
- **XXX** mirrors the sequential number of the import zip file.

Within the response zip file prepared for the original transmitting agency will be an individual response file to correspond with each imported data file. The naming convention is as follows – note that the date and sequence number will mirror the import file for which the response file is created.

OKLOCRESP_XXXXXXXXXX_yyyymmdd_XXX.xml

5.1.4. After each imported file is processed and the response file created, the file will be placed in the response directory and will be available for the transmitting agency for pick up.

5.2. Rejected files

5.2.1. Rejected files will be prepared for the original transmitting agency with error message(s).

5.3. Rejected Records

5.3.1. Rejected records will be identified and prepared for return to the original transmitting agency with applicable error message(s) and information message(s). Records will be rejected if all required fields cannot be validated (rules validation).

5.3.2. Records flagged as rejected from rules processing will be identified within the 'Exceptions' tag. This process will not include any informational errors. All records will refer to the originator's unique record ID (see Section 3.2.2).

- LOC Errors: All errors will start with a "LOC" followed by the code

   Example: `<Exception Code="LOC50080">Monthly cap for your agency cannot exceed level monthly cap</Exception>`

5.4. Accepted Records

5.4.1. Information for accepted records in the response file will include:

CDCkey – this will be the same CDCkey sent

ProviderRecordID – this will be the unique identifier sent back

MemberID – the same MemberID sent

ProviderID – the AgencySite sent

Transaction – the Transaction field sent

ResponseText – open text field letting provider know what happened (100 characters max)

   -an example: "`Collaboration Accepted`"

5.5. Response files for notifications

5.5.1. A response file will be prepared nightly for each agency that submits records through ftp. This file is generated for notifications. For example, if another provider submits a preadmission PA for a customer that your agency currently has an open authorization this would generate a notification. This file is not linked to a file that you submit and is separate. Since some vendors have multiple OrgIDs for individual agencies, only one OrgID will receive this file. This table will be maintained by ODMHSAS and if any vendor would like to change the OrgID for this response to a different folder, which can be done by sending us an email requesting it.

5.5.2. The response file will be in XML format.

5.5.3. Response file naming convention is similar to import as follows:

OKRESP_LOCauto_XXXXXXXXX_yyyymmdd_XXX.zip

Where

- **OKRESP** is a literal for ODMHSAS identification.
- **XXXXXXXXX** is the provider organization identification number.
- **yyyymmdd**: will be the date the file is generated

- **XXX** this will be in numerical order like the other files, but should always be 001

Within the response zip file prepared for the agency will be an individual response file to correspond with each location for the agency. The naming convention is as follows – note that the date will mirror the zip file, and the number should always be 001 with the XMLs as well since there will only be one response per location.
OKLOCRESPauto_XXXXXXXXX_yyyymmdd_XXX.xml

6. Data Fields
Legend:
 Y = required
 **= conditional
 blank = optional

Field Name	Data Element Name	Required	Length	Allowed Values	Notes
Agency	<Agency>	Y	10		this is also known as the "OrgID" from APS
Agency Site	<AgencySite>	Y	10		provider ID assigned by OHCA
Provider Record ID	<ProviderRecordID>	Y	50		
Member ID	<MemberID>	Y	9	valid Medicaid ID	
CDC Key	<CDCKey>	Y	15	Numeric	Must be valid CDCkey
Transaction	<Transaction>	Y	1	1 = Courtesy, 2 = collaboration, 3 = termination, 4 = Contest	
Type	<Type>	**	1	1 = Propose, 2 = Accept	
Proposed	<Proposed>	**	6	numeric	do not send decimals, needs to be whole dollars (amount your agency is getting per month)
Name	<Name>		55		first name, then space, then last name. No special characters
Phone	<Phone>		25		dashes ok, ext for extensions also ok
Email	<Email>		50		If included, must meet email format (@ symbol, etc.)
Clinician of record	<ClinicianOfRecord>	**	10	Clinician NPI	Numeric

Individual Psych	<IndPsy>	**	1	0 = No, 1 = Yes	Numeric
Group Psych	<GroupPsy>	**	1	0 = No, 1 = Yes	Numeric
Family Psych	<FamilyPsy>	**	1	0 = No, 1 = Yes	Numeric
Individual Rehab	<IndRehab>	**	1	0 = No, 1 = Yes	Numeric
Group Rehab	<GroupRehab>	**	1	0 = No, 1 = Yes	Numeric
Case Management	<CaseMgmt>	**	1	0 = No, 1 = Yes	Numeric
Proposed2	<Proposed2>	**	6	numeric	do not send decimals, needs to be whole dollars (amount the other agency is getting per month)
Clinician of record2	<ClinicianOfRecord2>	**	10	Clinician NPI of the second agency	Numeric
Individual Psych 2	<IndPsy2>	**	1	0 = No, 1 = Yes	Numeric
Group Psych 2	<GroupPsy2>	**	1	0 = No, 1 = Yes	Numeric
Family Psych 2	<FamilyPsy2>	**	1	0 = No, 1 = Yes	Numeric
Individual Rehab 2	<IndRehab2>	**	1	0 = No, 1 = Yes	Numeric
Group Rehab 2	<GroupRehab2>	**	1	0 = No, 1 = Yes	Numeric
Case Management 2	<CaseMgmt2>	**	1	0 = No, 1 = Yes	Numeric
File Type	<FileType>	**	4	pdf is only extension allowable right now	
Attachment	<Attachment>	**	Blob		Pdf file needs to be converted to hexadecimal format before being inserted inside of tags

6.1 Response Data Fields

Legend:

  Y = included in response

   ** = only on completed collaborations and terminations, will loop inside <PAinfo> tags

@ = only on notifications 7, 8, 9, 16, and 17 will loop inside <PAinfo> tags

Field Name	Data Element Name	Response	Auto	Allowed Values	Notes
ProviderRecordID	ProviderRecordID	Y	N	ID sent by vendor	will be included inside the <Record> tag
CDCKey	CDCKey	Y	Y	numeric key	will be included inside the <Record> tag
Member ID	<Customer_MedicaidID>	Y	Y	OHCA member ID	
Agency Site	<ProviderID>	Y	Y	OHCA provider ID	
Transaction	<Transaction>	Y	N	transaction sent	
PA line	<PAline>	**	*@*	A,B,C,D,E,F	line information loops inside <PAinfo> tag
PA number	<PAnumber>	**	Y	10 digit PA number	
Line Begdate	<LineBegdate>	**	*@*	YYYYMMDD	
Line Enddate	<LineEnddate>	**	*@*	YYYYMMDD	
PG Group	<PGgroup>	**	*@*	5 character auth group	
Line Cost	<LineCost>	**	*@*	Money	this will come back the same way that <Cost> is coming back for the PA response
Notification Type	<NotificationType>	N	Y	1 to 17	
Email Header	<EmailHeader>	N	Y	varchar(75)	header that is put on emails sent out
Line Status	<LineStatus>	**	*@*	A,M,K	A=Approved, M=Modified, K=Cancelled
Proposed1	<Proposed1>	N	Y	Money	Only included on notification type 6, this is amount for your agency
IndPsy1	<IndPsy1>	N	Y	0 or 1	Only included on notification type 6
GroupPsy1	<GroupPsy1>	N	Y	0 or 1	Only included on notification type 6
FamilyPsy1	<FamilyPsy1>	N	Y	0 or 1	Only included on notification type 6

IndRehab1	<IndRehab1>	N	Y	0 or 1	Only included on notification type 6
GroupRehab1	<GroupRehab1>	N	Y	0 or 1	Only included on notification type 6
CaseMgmt1	<CaseMgmt1>	N	Y	0 or 1	Only included on notification type 6
Proposed2	<Proposed2>	N	Y	Money	Only included on notification type 6, this is amount for other agency
IndPsy2	<IndPsy2>	N	Y	0 or 1	Only included on notification type 6
GroupPsy2	<GroupPsy2>	N	Y	0 or 1	Only included on notification type 6
FamilyPsy2	<FamilyPsy2>	N	Y	0 or 1	Only included on notification type 6
IndRehab2	<IndRehab2>	N	Y	0 or 1	Only included on notification type 6
GroupRehab2	<GroupRehab2>	N	Y	0 or 1	Only included on notification type 6
CaseMgmt2	<CaseMgmt2>	N	Y	0 or 1	Only included on notification type 6

6.2 Notification Crosswalk

Duplicate of what you already got from sending LOCLOT record to ODMHSAS, was included in response
not really needed for vendors, because this information will return in the original response
PA details will be included in notification response

Type	Email Header	notes
1	Preadmission PA was requested at another agency	this is when your provider has an open level PA, and someone else enters a 21
2	Customer has a level PA at another agency	your provider entered a 21, but they have an open level somewhere else
3	Level PA at another agency, collaboration needed	this is when your provider has an open level PA, and someone enters a level PA on them
4	Collaboration not needed, other provider terminated	other provider ended their level PA, and your PA was on pended status. PA is now active.
5	Other Provider is contesting termination	you terminated another provider, now that provider is contesting the termination
6	Collaboration proposal submitted by other agency	other agency proposed a collaboration
7	Collaboration proposal has been accepted	other agency accepted your collaboration proposal
8	Termination ended your PA	other agency ended your PA, as of today that PA is ended
9	Collaboration cancelled, other provider terminated	you had an active collaboration, but the other provider cancelled it, now you get the full amount of your PA on what is remaining
10	Collaboration not needed, other provider terminated	other agency voluntarily ended their own PA, you entered a PG038 which is why you are notified
11	Collaboration changed, renegotiation needed	when collaboration is active, but other provider requested a change
12	Customer is already being seen at two other agencies	you entered a 21 on a person that is already being seen at two other agencies. Level PA will not be allowed.
13	Collaboration changed, renegotiation needed	you entered an update PA that could not be updated by the current collaboration agreement. You will need to renegotiate the collaboration.
14	Level PA at another agency, collaboration needed	Customer has a level PA at another agency, collaboration needed. You got this because you submitted a level PA for the customer and that PA is now on pended status.
15	Collaboration will not be needed	other agency deleted their pended PA
16*	Collaboration proposal has been accepted	you accepted a collaboration. This comes back in the initial response. This is still sent in the notifications in case someone updates PICIS outside of your system.
17*	Termination accepted, your PA is now active	you sent us a termination, and we activated your PA. This is also a duplicate response.

*16 and 17 are duplicates of what you have already received in initial response, but will still appear in your notification response file

7. XML File Examples
To highlight the small differences in these files, only fields that differ between the files will be changed for these examples

7.1. XML file example of a Courtesy Termination:

```
<LOCBatch version="1.0" records="01" submitter= "000000000A" createdate="20130115"
xmlns="http://ww1.odmhsas.org/edi/loclot/import" xmlns:xsi="http://www.w3.org/2001/XMLSchema-instance"
xsi:schemaLocation="http:// ww1.odmhsas.org/edi/loclot/import/import.xsd">
  <LOC>
     <Agency>0000000092</Agency>
     <AgencySite>000000092A</AgencySite>
     <ProviderRecordID>vjkls123segcustomer85s20131120</ProviderRecordID>
     <Customer>
            <MemberID>111111111</MemberID>
            <CDCkey>1746837</CDCkey>
     </Customer>
     <Transaction>1</Transaction>
  </LOC>
</LOCBatch>
```

7.2. XML file example of a Contest Termination:

```
<LOCBatch version="1.0" records="01" submitter= "000000000A" createdate="20130115"
xmlns="http://ww1.odmhsas.org/edi/loclot/import" xmlns:xsi="http://www.w3.org/2001/XMLSchema-instance"
xsi:schemaLocation="http:// ww1.odmhsas.org/edi/loclot/import/import.xsd">
  <LOC>
     <Agency>0000000092</Agency>
     <AgencySite>000000092A</AgencySite>
     <ProviderRecordID>vjkls123segcustomer85s20131120</ProviderRecordID>
     <Customer>
            <MemberID>111111111</MemberID>
            <CDCkey>1746837</CDCkey>
     </Customer>
     <Transaction>4</Transaction>
  </LOC>
</LOCBatch>
```

7.3. XML file example of a Collaboration:

```xml
<LOCBatch version="1.0" records="01" submitter= "000000000A" createdate="20130115"
xmlns="http://ww1.odmhsas.org/edi/loclot/import" xmlns:xsi="http://www.w3.org/2001/XMLSchema-instance"
xsi:schemaLocation="http:// ww1.odmhsas.org/edi/loclot/import/import.xsd">
  <LOC>
    <Agency>0000000092</Agency>
    <AgencySite>000000092A</AgencySite>
    <ProviderRecordID>vjkls123segcustomer85s20131120</ProviderRecordID>
    <Customer>
        <MemberID>111111111</MemberID>
        <CDCkey>1746837</CDCkey></Customer>
    <Transaction>2</Transaction>
    <Collaboration>
     <Type>1</Type>
     <Proposed>600</Proposed>
     <Name>David Melton</Name>
     <Phone>405-522-3819</Phone>
     <Email>dmelton@odmhsas.org</Email>
     <ClinicianOfRecord>1234567890</ClinicianOfRecord>
     <IndPsy>1</IndPsy>
     <GroupPsy>0</GroupPsy>
     <FamilyPsy>0</FamilyPsy>
     <IndRehab>0</IndRehab>
     <GroupRehab>0</GroupRehab>
     <CaseMgmt>0</CaseMgmt>
     <Proposed2>571</Proposed2>
     <ClinicianOfRecord2>9876543210</ClinicianOfRecord2>
     <IndPsy2>0</IndPsy2>
     <GroupPsy2>0</GroupPsy2>
     <FamilyPsy2>0</FamilyPsy2>
     <IndRehab2>1</IndRehab2>
     <GroupRehab2>1</GroupRehab2>
     <CaseMgmt2>1</CaseMgmt2>
    </Collaboration>
  </LOC>
</LOCBatch>
```

7.4. XML file example of a Letter of a Termination: Attachments need to be pdf files and need to be converted to hexadecimal format before entering inside of tags.

<LOCBatch version="1.0" records="01" submitter= "000000000A" createdate="20130115"
xmlns="http://ww1.odmhsas.org/edi/loclot/import" xmlns:xsi="http://www.w3.org/2001/XMLSchema-instance"
xsi:schemaLocation="http:// ww1.odmhsas.org/edi/loclot/import/import.xsd">
  <LOC>
    <Agency>0000000092</Agency>
    <AgencySite>000000092A</AgencySite>
    <ProviderRecordID>vjkls123segcustomer85s20131120</ProviderRecordID>
    <Customer>
        <MemberID>111111111</MemberID>
        <CDCkey>1746837</CDCkey>
    </Customer>
    <Transaction>3</Transaction>
    <FileType>pdf</FileType>
    <Attachment>255044462D312E34D25E2E3CFD3DA362030206F626AD3C3C2F4C696E6561….</Attachment>
  </LOC>
</LOCBatch>

7.5. XML response file example of above Letter of a Termination:

<Response version="1.0" records="01" submitter= "000000000A" createdate="20130115"
xmlns="http://ww1.odmhsas.org/edi/loclot/import" xmlns:xsi="http://www.w3.org/2001/XMLSchema-instance"
xsi:schemaLocation="http:// ww1.odmhsas.org/edi/loclot/import/import.xsd">
<SubmittedFile Name="OKLOC_000000000A_20130115_001.xml" Transport="OKLOC_000000000A_20130115_001.zip">
<Records TotalCount="1" RejectedCount="0" AcceptedCount="1">
  <AcceptedRecords>
    <Record CDCkey="1746837" ProviderRecordID=" vjkls123segcustomer85s20131120">
    <Customer_MedicaidID>111111111</Customer_MedicaidID>
    <ProviderID>000000092A </ProviderID>
    <Transaction>3</Transaction>
    <PAinfo>
      <PAline line="A"><PAnumber>4512342505</PAnumber><LineBegdate>20131105</LineBegdate>
      <LineEnddate>20131204</LineEnddate><PGgroup>PG045</PGgroup><LineCost>1171.00</LineCost>
      <LineStatus>A</LineStatus></PAline>
      <PAline line="B"><PAnumber>4512342505</PAnumber><LineBegdate>20131205</LineBegdate>
      <LineEnddate>20140104</LineEnddate><PGgroup>PG045</PGgroup><LineCost>1171.00</LineCost>

```
          <LineStatus>A</LineStatus></PAline>
          <PAline line="C"><PAnumber>4512342505</PAnumber><LineBegdate>20140105</LineBegdate>
          <LineEnddate>20140204</LineEnddate><PGgroup>PG045</PGgroup><LineCost>1171.00</LineCost>
          <LineStatus>A</LineStatus></PAline>
          <PAline line="D"><PAnumber>4512342505</PAnumber><LineBegdate>20140205</LineBegdate>
          <LineEnddate>20140304</LineEnddate><PGgroup>PG045</PGgroup><LineCost>1171.00</LineCost>
          <LineStatus>A</LineStatus></PAline>
          <PAline line="E"><PAnumber>4512342505</PAnumber><LineBegdate>20140305</LineBegdate>
          <LineEnddate>20140404</LineEnddate><PGgroup>PG045</PGgroup><LineCost>1171.00</LineCost>
          <LineStatus>A</LineStatus></PAline>
          <PAline line="F"><PAnumber>4512342505</PAnumber><LineBegdate>20140405</LineBegdate>
          <LineEnddate>20140504</LineEnddate><PGgroup>PG045</PGgroup><LineCost>1171.00</LineCost>
          <LineStatus>A</LineStatus></PAline>
      </PAinfo>
      <ResponseText>Letter of Termination Accepted</ResponseText>
      </Record>
  </AcceptedRecords>
 </Records>
</SubmittedFile>
</Response>
```

8.0. XML response file example for notification:
 Zip Name: OKRESP_LOCauto_0000000092_20131212_001.zip
  Xml name: OKLOCRESP_000000092A_20131212_001.xml

```xml
<Response version="1.0" xmlns="http://ww1.odmhsas.org/edi/loclot/import" xmlns:xsi="http://www.w3.org/2001/XMLSchema-instance" xsi:schemaLocation="http://ww1.odmhsas.org/edi/loclot/import/import.xsd">
<Records TotalCount="2">
    <Record CDCKey="1746958">
            <Customer_MedicaidID>444444444</Customer_MedicaidID>
            <ProviderID>000000092A</ProviderID>
            <PAnumber>4613102490</PAnumber>
            <NotificationType>2</NotificationType>
            <EmailHeader>Customer has a level PA at another agency</EmailHeader>
    </Record>
    <Record CDCKey="1747016">
            <Customer_MedicaidID>999999999</Customer_MedicaidID>
            <ProviderID>000000092A</ProviderID>
            <PAnumber>4613102461</PAnumber>
            <NotificationType>9</NotificationType>
            <EmailHeader>Collaboration cancelled, other provider terminated</EmailHeader>
            <PAinfo>
                <PAline line="A"><LineBegdate>20130815</LineBegdate><LineEnddate>20130914</LineEnddate>
                <PGgroup>PG045</PGgroup><LineCost>500.00</LineCost><LineStatus>M</LineStatus></PAline>
                <PAline line="B"><LineBegdate>20130915</LineBegdate><LineEnddate>20131014</LineEnddate>
                <PGgroup>PG045</PGgroup><LineCost>500.00</LineCost><LineStatus>M</LineStatus></PAline>
                <PAline line="C"><LineBegdate>20131015</LineBegdate><LineEnddate>20131114</LineEnddate>
                <PGgroup>PG045</PGgroup><LineCost>500.00</LineCost><LineStatus>M</LineStatus></PAline>
                <PAline line="D"><LineBegdate>20131115</LineBegdate><LineEnddate>20131214</LineEnddate>
                <PGgroup>PG045</PGgroup><LineCost>1171.00</LineCost><LineStatus>M</LineStatus></PAline>
                <PAline line="E"><LineBegdate>20131215</LineBegdate><LineEnddate>20140114</LineEnddate>
                <PGgroup>PG045</PGgroup><LineCost>1171.00</LineCost><LineStatus>M</LineStatus></PAline>
                <PAline line="F"><LineBegdate>20140115</LineBegdate><LineEnddate>20140214</LineEnddate>
                <PGgroup>PG045</PGgroup><LineCost>1171.00</LineCost><LineStatus>M</LineStatus></PAline>
            </PAinfo>
    </Record>
</Records>
</Response>
```

9. Web Service Instructions

9.1 Test Service location: https://ww1.odmhsas.org/ErrorListWebService/service.asmx

9.2 Sending the LOCLOT to ODMHSAS

For field names look under the "LOCLOTErrors" mode. All fields that are included above will process through the same rules; however, web service does have some additional fields. The _userid and _password are the username and password for the vendor. The _userid2 and _password2 are the username and password for the provider.

The _mode field needs to be marked 'A' or 'V'. The A is for adding records, and the V is for verifying information. Just like the CDCPAErrors mode, any record submitted as verify will return errors or return "information verified ok" and nothing will be written to PICIS. Any record submitted with an invalid mode will be turned into verify and nothing will be written to PICIS.

The _fieldout, _errors, and _errcnt can be ignored.

The attachment does not need to be converted to hexadecimal format for web services, it can be sent in original varbinary format.

9.3 Response for LOCLOT sent to ODMHSAS

9.3.1 Errors

If the record errors the response is sent in one table:

Errcode – the individual error code (see 4.1 for details)

Errmsg – text for the error

Errfld – field identifier

9.3.2 Accepted Records

All Accepted Records will return two tables

1. The first table will only include one line. It will include the CDCkey, ProviderRecordId, Recipient_id, ProviderIDloc, LOCtransaction, and the ResponseText. This table will always have one row of data and should never be empty.
2. The second table will include PAline, PAnumber, LineBegdate, LineEnddate, PGgroup, LineCost, and LineStatus. This table will always be sent on accepted records, but will only have data when there was an accepted collaboration or termination. When criteria are not met, blanks will be sent in these fields.

9.4 Pulling Notifications from ODMHSAS

For field names look under the "Notifications" mode. Instead of ODMHSAS pushing information to your providers, you will have to poll ODMHSAS for notifications. Follow the instructions above for the username and password fields. This service is designed for the vendor to be able to check to see if there are any notifications. Each provider ID needs to be sent in individually since the notifications are location specific. The _requestKey field is a unique identifier sent by the vendor. ODMHSAS will log that requestkey, and if in the future a vendor needs to get the response again, they can send back that unique identifier. The requestkey needs to be unique by that provider ID.

The request to pull notifications is location specific, so if your agency has five locations you would need to send us a request from each.

9.5 Response for Notifications

The response for this service will come back in two tables. The first table will include CDCkey, Recipient_id, Provideridloc, PAnumber, NotificationType, EmailHeader, NotificationKey, proposed1, IndPsy1, GroupPsy1, FamilyPsy1, IndRehab1, GroupRehab1, CaseMgmt1, proposed2, IndPsy2, GroupPsy2, FamilyPsy2, IndRehab2, GroupRehab2, and CaseMgmt2. The second will include NotificationKey, PAnumber, PAline, LineBegdate, LineEnddate, PGgroup, LineCost, and LineStatus. The NotificationKey and PAnumber fields are added to the second table for the vendor to match to the first table. The only time the detail PA information will be included in the second table is identified in section 6.2 and is highlighted blue.