

AetInfo's Standard Universal Files

April 1, 2005

Purpose: We wanted to update you about format, content and/or documentation changes in the standard Universal Files of AetInfo®. The scope of this communication is global and the subject matter is generic. So, it does not include references to individual customers or customized file formats.

Although we initially planned to provide updates about the U Pharm File in a separate document, we decided to address both U Files in separate sections of this document. U Med/Dent File topics are covered in pages 1 – 2 and a U Pharm File subject near the bottom of page 2. For reference, prior editions of this bulletin are dated December 15, 2003, March 1, 2004, June 10, 2004, October 1, 2004 and January 1, 2005.

We hope that you will consider revising your intake/load program based on this update. If you have questions about these changes (or about other aspects of U Files), please get in touch with any of the AetInfo contacts listed at the end of this document.

Abbreviations: Listed below are some of the abbreviations referenced in this document.

ACAS = Automatic Claim Adjudication System (i.e., Field #7, Source System Platform = "27")

AetInfo = Aetna Integrated Informatics®

AHF = Aetna HealthFund®

U Med/Dent File = Universal Medical/Dental File

U Pharm File = Universal Pharmacy File

U File = Universal File (Med/Dent, Pharm or both)

Warehouse = Aetna's enterprise Data Warehouse (i.e., the source of U File data).

Additions/Changes to CONTENT Since Last Update: No additions or changes were made to AetInfo's U Files since the last update of this document. Therefore, this section exclusively addresses possible future content additions/changes.

- Based largely on feedback from U File recipients, AetInfo has decided NOT to extend the length of the U Med/Dent File during 2005, although we may use the remaining filler space to add data elements. If we replace filler space with one or more additional data elements (e.g., type or model of AHF), file recipients would NOT be impacted. You will have complete flexibility to determine if and when you will begin using these additional items for reporting.
- In 2006, further consideration will be given to extending the U Med/Dent File from its current length of 1,160 positions to 1,500 positions. These additional 340 positions would enable data elements to continue to be appended to the end of the file. If the U Med/Dent File is extended during 2006, the change would most likely become effective in January or July 2006. We will keep you apprised of our plans and provide sufficient advance notice before introducing a material modification.

Additions/Changes to DOCUMENTATION Since Last Update: Only minor refinements have been made to U File documentation thus far during 2005. Therefore, no record layouts or data dictionaries are being re-issued at this time. We are finalizing arrangements to post U File documentation at an Internet website that you will be able access as needed and at your convenience. We will communicate the Internet address to you soon for your future use.

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Data CONTENT Alerts (U Med/Dent File):

From an overall perspective, Aetna's enterprise-wide Strategic Systems & Processes (SSP) initiative has the potential to change the content of U Files, primarily in the way ACAS data values are coded and formatted. We are confident that the changes will have positive effects such as the return to Medicare-specific Action or Reason Codes "060" and "065" and Not Covered Amounts. The SSP changes impacting ACAS data were originally expected to be reported in February 2005 for January data. However, the implementation schedule was extended by 2 months to the March data that will be reported in April. SSP changes to Aetna's HMO platform are slated for 2006.

Field #31, Member's Relationship to Employee: We are aware of one U Med/Dent File that was created after November 15, 2004 that included a small subset of ACAS claims with Relationship values that should have been reported only before this date. All of the claims at issue were originally processed in 2002 and subsequently adjusted 2 years later in 2004. We have examined the data of other customers specifically looking for instances like this but have yet to find any.

By way of background (and as communicated in prior versions of this document), there are 2 separate sets of ACAS values applicable to this field, depending on when a U Med/Dent File was created (NOT based on when services were incurred or when claims were adjudicated). As noted in the U Med/Dent File data dictionary, the critical date is November 15, 2004. One set of code values should only apply to ACAS claims in U Med/Dent Files that were produced before this date while another set of code values should exclusively apply on or after this date.

Data CONTENT Alerts (U Pharm File):

Field #13, Employee SSN: In response to a question from a U Pharm File recipient, we confirmed that less than one percent of pharmacy claim records may NOT include values in this SSN field. The missing SSNs were traced to the source system NOT passing downstream all of the required member-specific identifiers. A "workaround" that may be effective for many records involves isolating SSN values in Positions #8 - #16 within Field #19, Employer-Assigned Member ID. We have referred the issue to the Warehouse team and will keep you apprised of resolution plans.

Contacts: Shown below are the primary contacts for U File questions. All of us work in the Plan Sponsor Information Services group within AetInfo.

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