
V. CAPITATION PROCESSING PROCEDURES

A. General Information

In order to facilitate capitation reconciliation, Capitated Providers will receive Summary and Member Detail files on the FTP Server on a monthly basis. Capitation files are placed on the FTP server by the 1st of each month for the prior month's capitation. Capitation is based on the Provider enrollment as of the 15th day of each month. Retro Member additions and deletions are reflected on the capitation files but not the eligibility files.

V. CAPITATION PROCESSING PROCEDURES

B. File Transmission

IEHP File Preparation For Transmission

Using Pretty Good Privacy (PGP), files are compressed and encrypted by IEHP. IEHP encrypts each file with the respective private key sent to us from each Provider. See the PGP Procedures - Questions and Answers Section II D for clarification.

Method Of File Transmission

The compressed, encrypted files are transferred by IEHP using FTP. The files are placed in the ftp.iehp.org/[username]/capdirectory on the FTP server. In our tests, a 50,000 Member file after encryption and compression was 1.9MB in size and transferred in less than 20 minutes using a 14.4 modem.

If you identify that the server is down, please contact the IEHP Help Desk at (909) 890-2025. If the server is down for 48 hours, IEHP will contact you directly to establish an alternative # methodology.

Decrypting The File

Using PGP, Providers choose Decrypt, select the transmitted file, and then enter their Pass Phrase to decrypt the file.

File Transmission Schedule

Files are placed on the FTP server by the 1st of each month for the prior month's capitation.

V. CAPITATION PROCESSING PROCEDURES
C. Capitation Data File Transmission Schedule

The following schedule outlines when capitation files are available to Providers for review.

Capitation Month	File Transferred
January	February 1
February	March 1
March	April 1
April	May 1
May	June 1
June	July 1
July	August 1
August	September 1
September	October 1
October	November 1
November	December 1
December	January 1

CAPITATION Data File Format

#	DATA ELEMENT	T Y P E	P O S	B Y T E S	FORMAT	DESCRIPTION
1	Date	N	1	6	CCYYMM	The year and month capitation is being reported
2	Hospital	A	7	2	XX	Hospital Code
3	Hospital Name	A	9	30		Hospital Name
4	IPA	A	39	1	A	IPA Code
5	IPA Name	A	40	30		IPA Name
6	PCP Code	A	70	12	00000AXX9999 (12)	IEHP assigned PCP #. A=IPA, XX=Hospital, 9999=PCP ID
7	Last Name	A	82	15		Member Last Name
8	First Name	A	97	10		Member First Name
9	Middle Initial	A	107	1		Member Middle Initial
10	Subscriber ID#	N	108	14	12345678901234	This is the 14 digit IEHP assigned Member # (see notes)
11	CIN #	A	122	9	12345678X	This number is the 9 digit alpha-numeric CIN # - Healthy Families Member only (see notes)
12	Social Security Number	N	131	9	123456789	This field consists of one of the following: SSN# , PSEUDO#, or CIN# (see notes)
13	Date of Birth	N	140	8	CCYYMMDD	Member date of birth
14	County Name	A	148	15		The name of the county that Member resides in
15	County Code	N	163	2	00	Member's 2 digit county code
16	Aid Code	A	165	2	99	Member's 2 digit Aid Code (see notes)
17	Aid Category	A	167	10	XXX-AAAAAA	The Aid Category the Member belongs to (county and group) (see notes)
18	Riverside Capitation	C	177	10	\$	Riverside county capitation paid
19	San Bernardino Capitation	C	187	10	\$	San Bernardino county capitation paid
20	Sign	A	197	2	1 or -1	Designates the sign of the enrollment count.
21	Gender		199	1	M or F	Member Gender
22	Age-Years		200	9	123.456789	Member Age in years
23	FILLER 2	A	209	15		Future use
	TOTAL RECORD SIZE			224		

CAPITATION Data File Format

All fields are left justified.

Capitation Data File Format Element Descriptions

NOTES

Data Element

Element: 10

Note # 10: SUBSCRIBER ID #

The Subscriber ID # is the IEHP assigned number for each Member. An example of a Subscriber ID # is 199609000001. Medi-Cal Members that became IEHP eligible in 9/96 have a Subscriber ID# that match their original Medi-Cal #

Element: 11

Note #11: CIN #

Client Index Number.

A state assigned number. The first eight characters are numeric and the last character is Alpha.. Used if a SSN is not available for a Healthy Families Member.

Element: 12

Note # 12: SOCIAL SECURITY NUMBER

A nine-digit number that is the primary and unique Member identifier.

For Medi-Cal Members, this field consists of one of two numbers:

SSN- Member SSN

PSEUDO- This number appears in this field if no SSN is available as provided by FAME. First digit begins with the number "8 or 9" and ends with a letter.

For Healthy Families Members, this field consists of one of the following:

SSN – Member SSN, or.

PSEUDO- This number appears in this field if no SSN is available as provided by FAME. First digit begins with the number "8 or 9" and ends with a letter, or

CIN – Member Client Index Number if no SSN is available.

Capitation Data File Format Element Descriptions

Element: 16

Note # 16: AID CODE

Medi-Cal – The following aid codes are covered aid codes by IEHP

Family	Disabled	Aged	Adult
01 3N	20	10	86
02 3P	24	14	
03 3R	26	16	
04 3U	28	18	
06 3W	2E	1A	
08 40	2H	1E	
0A 42	36	1H	
45	0M		
46	0N		
47	0P		
4A	0R		
4C	0T		
4F	0U		
4G	60		
4H	64		
30 4K	66		
4L	68		
32 4M	6A		
33 54	6C		
34 59	6E		
35 5K	6H		
5X	6J		
38 39 7J	6M		
3A 72	6N		
3C 7A	6P		
3E 7X	6R		
3G 82	6V		
3H 8P			
3L 8R			
3M			

Capitation Data File Format Element Descriptions

Healthy Family – The following aid codes are covered by IEHP

HC

HI

HT

HO

Healthy Kids– The following aid codes are covered by IEHP

K1

K2

KB

K3

K8

K9

Capitation Data File Format Element Descriptions

Element: 17

Note # 17: AID CODE CATERGORY

MEDI-CAL

RIVERSIDE

RVC-FAMILY
RVC-FAMMM
RVC-ADULT
RVC-AGED
RVC-AGDMM
RVC-DISABL
RVC-DISMM
RVC-BCCTP
RVC-SPD

SAN BERNARDINO

SBC-FAMILY
SBC-FAMMM
SBC-ADULT
SBC-AGED
SBC-AGDMM
SBC-DISABL
SBC-DISMM
SBC-BCCTP
SBC-SPD

HEALTHY FAMILIES

RIVERSIDE

RVC-HFP
RVC-HFI

HEALTHY FAMILIES

SAN BERNARDINO

SBC-HFP
SBC-HFI

HEALTHY KIDS

RIVERSIDE

RVC-HKC
RVC-HKI

HEALTHY KIDS

SAN BERNARDINO

SBC-HKC
SBC-HKI

Capitation Data File Format Element Descriptions

Element: 20

Note # 20: Sign

Each Member that capitation is paid for is counted as an enrollment of 1. If we have to take back capitation that we previously paid for a Member (decapitation) the enrollment count for that Member is -1. The field "Sign" stands for either a positive enrollment (1) or a negative enrollment count (-1).