

OVERVIEW AND FILE LAYOUT FOR QUARTERLY MFP FINDERS FILE

OVERVIEW

The MFP Finders file will allow Mathematica Policy Research, Inc. (MPR), the national program evaluator, to track enrollment patterns in your program and identify and extract Medicaid claims records from the Medicaid Statistical Information System (MSIS) for each MFP demonstration participant. For those participants dually eligible for Medicaid and Medicare, MPR will also use the information in the monthly finders file to identify and extract Medicare claims records. MPR will use Medicaid and Medicare claims information to build the core of the MFP minimum dataset (MFP-MDS), the primary data source for the evaluation of the MFP rebalancing demonstration.

FILE CONTENT

The Quarterly MFP Finders file will include one record for each person who participates in the MFP demonstration during the quarter represented by the data. It will be a cumulative file, so that the last quarterly file submitted will include one record for each person who ever participated in the MFP demonstration. Records for former program participants will include current information about their Medicaid eligibility status.

Tables 1 and 2 present the file layout for the Quarterly MFP Finders file. Table 1 presents the layout for the header record, which contains file identification information. Table 2 presents the layout for the individual records in the file. The MSIS identification number, the social security number (SSN), and the Medicare health insurance claim (HIC) number will be the key identifiers MPR will use to identify and extract each participant's Medicaid claims records, and their Medicare claims records if they are dually eligible for Medicaid and Medicare. MPR will use gender, date of birth, and the monthly maintenance assistance and basis of eligibility codes, restricted benefits flag, and dual eligible code to verify the matches between the finders file and MSIS claims records.

Values for almost all data elements can be found in the Medicaid Statistical Information System (MSIS) Tape Specifications and Data Dictionary, Release 3 located at www.cms.gov/MSIS/. The values for those data elements that do not appear in this reference are in the footnotes to these tables.

SUBMISSION PROCESS

Each grantee will submit this file 45 days after the end of each federal fiscal quarter beginning with the first quarter of program implementation.

Quarterly files are due February 15, May 15, August 15, and November 15 of each year. If your state submits regular MSIS eligibility records on a delayed schedule, then you will need to develop an approach to reporting the Quarterly MFP Finders file that is separate from your reporting of regular MSIS eligibility records.

Each quarterly file will be sent by the Gentran system. Instructions for the submission of files are posted on the MFP Resource Center (www.MFPResources.com).

TABLE 1

PROPOSED FILE LAYOUT FOR HEADER RECORD IN THE QUARTERLY MONEY FOLLOWS THE PERSON (MFP) FINDERS FILE

Field Name	Type	Type of Field	Length
File-Name	Header	Alphanumeric	8
File-Status-Indicator	Header	Alphanumeric	1
Filler	Header	Alphanumeric	2
State-Abbreviation	Header	Alphanumeric	2
Date-File-Created	Header	Numeric	8
Start-of-Time-Period	Header	Numeric	8
End-of-Time-Period	Header	Numeric	8
SSN-Indicator	Header	Numeric	1
Filler	Header	Alphanumeric	86

Source: Medicaid Statistical Information System (MSIS) Tape Specifications and Data Dictionary, Release 3.

Note: The first data record of each MFP Finder file will be a header record, which will contain file identification information required for accurate validation of the file. This table summarizes the fields in the header file record in the order in which fields will be processed. Every header record field must contain valid data.

File-Name = *guid*.NONE.MFP.Q.G*xx*.FINDRMFP.*z*

- *guid* = the Gentran user identification number of the person(s) with rights to submit these files
- *xx* = the state's two letter abbreviation (for example, MO = Missouri).
- *z* = either a T for a test file or a P for a non-test file (production file).
- **Use all capital letters** in the file names as indicated above.
- Grantees may submit test files before submitting final files for the evaluation. For test files replace the *z* with a T. For files you wish MPR to use in its work replace the *z* with a P.

TABLE 2

PROPOSED FILE LAYOUT FOR THE QUARTERLY MONEY FOLLOWS THE PERSON
(MFP) FINDERS FILE

Field Name	Type	Type of Field	Field Length	Default Error Tolerance ^a
MSIS-Identification-Number	Root	Alphanumeric	20	0.1%
Date-of-birth	Root	Numeric	8	0.1%
Date-of-death	Root	Numeric	8	5.0%
Sex-code	Root	Alphanumeric	1	2.0%
Social-Security-Number	Root	Numeric	9	2.0%
Type-of-Record	Root	Numeric	1	2.0%
Federal-Fiscal-Year-Quarter	Root	Numeric	5	0.1%
HIC-Number	Root	Alphanumeric	12	5.0%
MSIS-Case-Number	Root	Alphanumeric	12	0.1%
Filler	Root	Alphanumeric	9	
Month 1:				
Maintenance-Assistance-Status	Monthly	Alphanumeric	1	0.1%
Basis-of-Eligibility	Monthly	Alphanumeric	1	0.1%
Restricted-Benefits-Flag	Monthly	Numeric	1	5.0%
Dual-Eligible-Code	Monthly	Numeric	2	2.0%
Filler	Monthly	Alphanumeric	8	
Month 2:				
Maintenance-Assistance-Status	Monthly	Alphanumeric	1	0.1%
Basis-of-Eligibility	Monthly	Alphanumeric	1	0.1%
Restricted-Benefits-Flag	Monthly	Numeric	1	5.0%
Dual-Eligible-Code	Monthly	Numeric	2	2.0%
Filler	Monthly	Alphanumeric	8	
Month 3:				
Maintenance-Assistance-Status	Monthly	Alphanumeric	1	0.1%
Basis-of-Eligibility	Monthly	Alphanumeric	1	0.1%
Restricted-Benefits-Flag	Monthly	Numeric	1	5.0%
Dual-Eligible-Code	Monthly	Numeric	2	2.0%
Filler	Monthly	Alphanumeric	8	

Source: Medicaid Statistical Information System (MSIS) Tape Specifications and Data Dictionary, Release 3.

Note: This table summarizes the fields in the Quarterly MFP Finders File record in the order in which they physically occur in each record. Files whose values remain fixed for an entire quarter are referred to as “root” fields; fields that vary monthly are listed separately for each month.

^aThe error tolerance describes, for each field, the maximum allowable percentage of records submitted that may have missing, unknown, or invalid codes.