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FINAL VALIDATION REPORTS

Two types of Final Validation Reports are available to IRF-PAI facilities in the CASPER Reporting application:

- **IRF-PAI Facility Final Validation Reports**

Unless certain severe errors occur during the processing of a submitted file, the Assessment Submission and Processing (ASAP) system automatically generates an *IRF-PAI Facility Final Validation Report*. The system-generated IRF-PAI Facility Final Validation Report is created in two formats: Text and XML. Both report formats are delivered automatically to your facility's CASPER validation report folder.

NOTE: The XML-formatted report is intended for software vendors. Facilities may ignore the XML-formatted report and access the user-friendly plain text version of the IRF-PAI Facility Final Validation Report.

- **Submitter Final Validation Reports**

For submission files that contain severe errors, the ASAP system is unable to generate an IRF-PAI *Facility* Final Validation Report. You may identify these errors by requesting the *IRF-PAI Submitter Final Validation Report*. The ASAP system does not automatically generate this report.

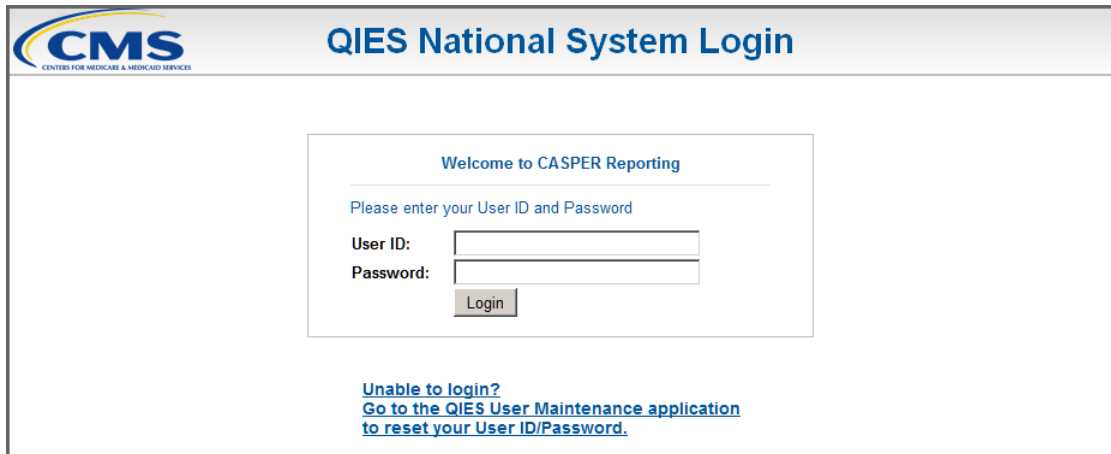
System-Generated IRF-PAI Facility Final Validation Report

The following steps detail how to access and view the system-generated IRF-PAI Facility Final Validation Report in the CASPER Reporting application so that you may verify that all records of your submission file processed without error.

NOTE: A system-generated IRF-PAI Facility Final Validation Report is available only if the *Submission Status* is "Completed" and the *Total Record Count* is greater than zero (0). This information is available to you on the **List of My Submissions** (Submission Status) page of the IRF-PAI File Submission system.

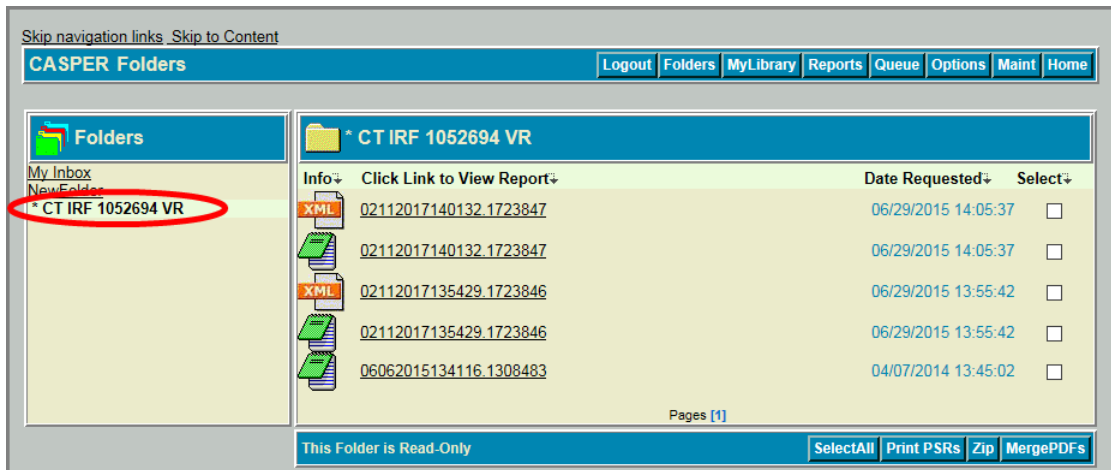
1. From the **Welcome to the CMS Systems for Providers** page, select the CASPER Reporting link, and log in to the CASPER Reporting application (Figure A-1) with your user ID and password. This is the same user ID and password with which you access the IRF-PAI File Submission system.

Figure A-1. CASPER Reporting Login Page



2. Select the **Folders** button located on the tool bar at the top of the page. The **CASPER Folders** page (Figure A-2) is presented. The folders available to you are listed in the *Folders* frame along the left-hand side of the page.

Figure A-2. CASPER Folders Page – Validation Report Folder



3. Locate and select the facility folder with the naming structure of:
[State Code] IRF [Facility ID] VR

Where:

State Code = your 2-character state code

IRF = Inpatient Rehabilitation Facility

Facility ID = State-assigned facility ID used for submitting IRF-PAI records

VR = Validation Report

4. With the VR folder selected, the main body of the **CASPER Folders** page lists the system-generated IRF-PAI Facility Final Validation Reports available for you to view. The report names are formatted as follows:

[Submission Date & Time].[Submission ID]

Each report name is a link with which you may open and view the contents of that report.

NOTE: IRF-PAI reports are automatically purged after 60 days.

5. Select the report link that corresponds to the submission file you wish to verify. Figure A-3 depicts a fictional system-generated IRF-PAI Facility Final Validation Report in text format and Figure A-4 depicts a fictional system-generated IRF-PAI Facility Final Validation Report in XML format.

NOTE: When a submitted file cannot be unzipped or contains no records, the QIES ASAP system cannot generate an IRF-PAI Facility Final Validation Report and place it in your facility's shared VR folder. If a system-generated IRF-PAI Facility Final Validation Report was created but the number of records displayed is less than the number of records you submitted in the file, the QIES ASAP system was unable to process one or more records. In either case, the user who originally submitted the file must request the **IRF-PAI Submitter Final Validation Report** in order to identify the issues with the records that were not processed.

Facility-identifiable records from the submitted assessment file are presented on the system-generated IRF-PAI Facility Final Validation Report in the following order:

- State Code
- Facility ID
- Submission ID
- Patient Last Name
- Patient First Name
- Submission Processing Order Number
- Error Type Description
- Item in Error Text
- Value in Error Text

Figure A-3. IRF-PAI Facility Final Validation Report – Text Format*

```

                                CMS Submission Report
                                IRF-PAI Facility Final Validation Report

Submission Date/Time:           10/11/2015 14:01:32
Processing Completion Date/Time: 10/11/2015 14:05:37
Submission ID:                  1723847
Submission File Name:           OCT2015.zip
Submission File Status:         Completed
Submitter User ID:              ██████████
Facility ID (FAC_ID):          1052694
Facility CCN:                   07T033
Facility Name:                  DANBURY MEDICAL CENTER
State Code:                     CT
# Records Processed:            1
# Records Accepted:             0
# Records Rejected:             1
# Duplicate Records:            1
# Records Submitted Without
  Facility Authority:            0
Total # of Messages:           1

-----
Record: 1                       Rejected

Asmt_ID: 6584068                 Name (5A, 4): ██████████
Res_Int_ID: 17847722             SSN (7): ██████████
Type of Transaction: NEW RECORD   Medicare Number (2): ██████████
Admission Date (12): 10/02/2015  Discharge Date (40): 10/08/2015
XML File Name:                   OCT2015.xml

IRF Item(s):                     1 existing record(s) Subm ID, Asmt ID,
Adm dt (12), Dschrg dt (40)
Data Submitted:                   (1) 1723846, 6584067, 10/02/2015,
                                  10/08/2015
Message Number/Severity:         -907      FATAL
Message:                         Duplicate Assessment: The submitted
                                  record is a duplicate of a previously
                                  accepted record.

-----

This report may contain privacy protected data and should not be released to
the public.

-----

```

* Fictitious, sample data are depicted.

IRF-PAI Facility Final Validation Report – XML Format*

```
<?xml version="1.0"?>
- <report type="IRF-PAI Facility Final Validation Report" name="CMS Submission Report">
  - <header>
    - <submission>
      <property name="Submission Date/Time" value="02/11/2017 14:01:32"/>
      <property name="Processing Completion Date/Time" value="06/29/2015 14:05:37"/>
      <property name="Submission ID" value="1723847"/>
      <property name="Submission File Name" value="OCT2015.zip"/>
      <property name="Submission File Status" value="Completed"/>
      <property name="Submitter User ID" value=""/>
      <property name="Facility ID (FAC_ID)" value="1052694"/>
      <property name="Facility CCN" value="07T033"/>
      <property name="Facility Name" value="DANBURY MEDICAL CENTER"/>
      <property name="State Code" value="CT"/>
    </submission>
    - <processing>
      <property name="# Records Processed" value="1"/>
      <property name="# Records Accepted" value="0"/>
      <property name="# Records Rejected" value="1"/>
      <property name="# Duplicate Records" value="1"/>
      <property name="# Records Submitted Without Facility Authority" value="0"/>
      <property name="Total # of Messages" value="1"/>
    </processing>
  </header>
  - <records>
    - <record number="1">
      <property name="Record Status" value="Rejected"/>
      <property name="Asmt_ID" value="6584068"/>
      <property name="Name (5A, 4)" value=""/>
      <property name="Res_Int_ID" value="17847722"/>
      <property name="SSN (7)" value=""/>
      <property name="Type of Transaction" value="NEW RECORD"/>
      <property name="Medicare Number (2)" value=""/>
      <property name="Admission Date (12)" value="10/02/2015"/>
      <property name="Discharge Date (40)" value="10/08/2015"/>
      <property name="XML File Name" value="OCT2015.xml"/>
    </record>
    - <errors>
      - <error number="1">
        <property name="IRF Item(s)" value="1 existing record(s) Subm ID, Asmt ID, Adm dt (12), Dschrg dt (40)"/>
        <property name="Data Submitted" value="(1) 1723846, 6584067, 10/02/2015, 10/08/2015"/>
        <property name="Message Number/Severity" value="-907 FATAL"/>
        <property name="Message" value="Duplicate Assessment: The submitted record is a duplicate of a previously accepted record."/>
      </error>
    </errors>
  </records>
  - <privacy>
    <property name="message" value="This report may contain privacy protected data and should not be released to the public."/>
  </privacy>
</report>
```

* Fictitious, sample data are depicted.

NOTE: For more information about the IRF-PAI Final Validation Reports that are available to inpatient rehabilitation facilities, refer to the *IRF-PAI Provider Reports* (Section 3) of the CASPER Reporting User's Manual. This manual is available on the **Welcome to the CMS QIES Systems for Providers** page.

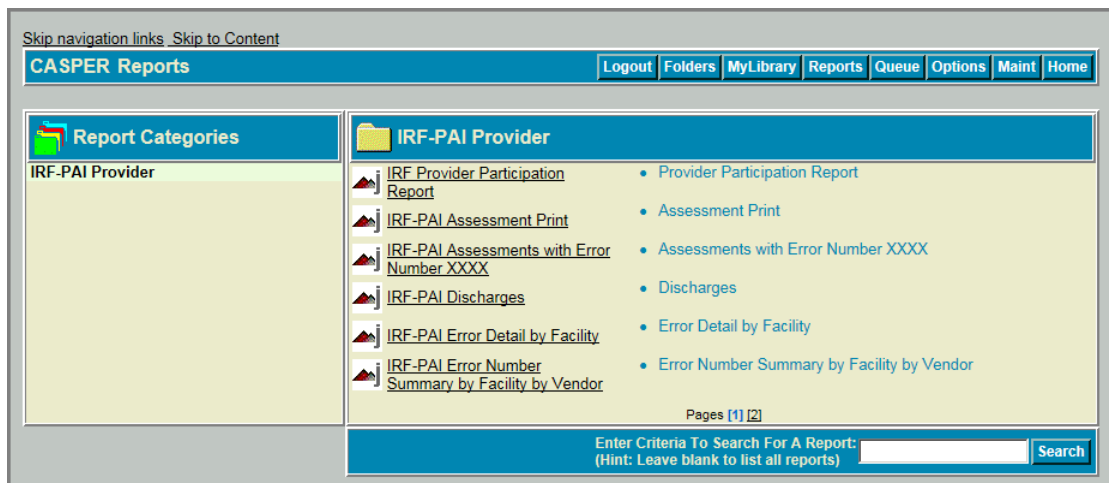
IRF-PAI Submitter Final Validation Report

For the instances when the QIES ASAP system cannot produce the system-generated IRF-PAI Facility Final Validation Report or include all records on the system-generated IRF-PAI Facility Final Validation Report, the user who originally submitted the file can request an IRF-PAI Submitter Final Validation Report in order to determine why the QIES ASAP system could not process the records.

The following steps detail how to request and view the IRF-PAI Submitter Final Validation Report so that you may identify and then correct the errors encountered in one or more records of the submitted file.

1. Log in to the CASPER Reporting application (Figure A-1, above) with the same user ID and password you use for IRF-PAI File Submissions.
2. Select the **Reports** button. The **CASPER Reports** page (Figure A-5) is presented.

Figure A-4. CASPER Reports Page



The IRF-PAI Provider report category is displayed by default. Links to the IRF-PAI Provider reports available to you are listed in the right-hand frame.

NOTE: Only those report categories to which you specifically have access are listed in the *Report Categories* frame.

3. Select the [IRF-PAI Submitter Final Validation](#) link from the right-hand frame. The **CASPER Reports Submit** criteria page (Figure A-6) is presented so that you may specify the submission ID for which you wish to request a report.

NOTE: You may need to navigate to the second or subsequent page of the **CASPER Reports Submit** page to find the [IRF-PAI Submitter Final Validation](#) link.

Figure A-5. CASPER Reports Submit Page – IRF-PAI Submitter Final Validation Report

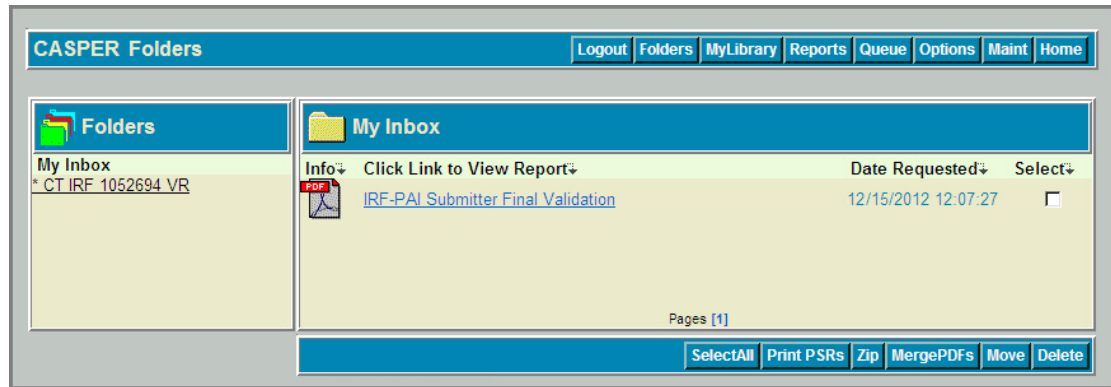
The screenshot shows a web interface for submitting a report. At the top, there is a blue header bar with the text "CASPER Reports Submit" and a navigation menu with buttons for "Logout", "Folders", "MyLibrary", "Reports", "Queue", "Options", "Maint", and "Home". Below the header, the page title is "Report: IRF-PAI Submitter Final Validation". Underneath, there is a text input field labeled "Submission ID:" followed by a white input box. At the bottom, there are two dropdown menus: "Template Folder:" with "My Favorite Reports" selected, and "Template Name:" with "IRF-PAI Submitter Final Validation" selected. To the right of these dropdowns are four buttons: "Submit", "Back", "Save & Submit", and "Save".

4. Enter the desired submission ID in the *Submission ID* field and select the **Submit** button. Your report request is submitted to the queue and then processed.

NOTE: You may only request the IRF-PAI Submitter Final Validation Report for files submitted with **your** user ID. You cannot request the IRF-PAI Submitter Final Validation Report for a file you did not submit. If you request a report for a file you did not submit the system responds with a "User must enter a valid Submission ID" message and the request is not processed.

5. When completed, the IRF-PAI Submitter Final Validation Report is placed in your *My Inbox* folder. To access this folder, select the **Folders** button on the tool bar at the top of the page. The **CASPER Folders** page (Figure A-2, above) is presented. The folders available to you, including the *My Inbox* folder, are listed along the left-hand side of the page.
6. Select the [My Inbox](#) link. The main body of the **CASPER Folders** page (Figure A-7) lists the reports that are available in your *My Inbox* folder.

Figure A-6. CASPER Folders Page – My Inbox Folder



Each report name is a link with which you may open and view the contents of that report. The *Date Requested* listed for each report is the date and time you submitted the report request.

7. Find and select the IRF-PAI Submitter Final Validation Report you wish to view. Open the desired report by selecting the report name.

NOTE: When you hover your mouse pointer over the icon to the left of a report name, the submission ID for which that report was run displays briefly.

Listed below are several of the severe errors for which the QIES ASAP system either cannot produce a system-generated IRF-PAI Facility Final Validation Report for the submitted file or include a specific record on the report. These errors are reported only on the IRF-PAI Submitter Final Validation Report:

- -901 Invalid Zip file (no system-generated FVR created)
- -902 Invalid XML file format (record not on system-generated FVR)
- -1001 Invalid Fac_ID (record not on system-generated FVR)
- -1002 Invalid Transaction Type code (record not on system-generated FVR)

NOTE: While the severe errors listed above are common, the list is not comprehensive. To view a complete listing of errors, please refer to Section 5 of the IRF-PAI Submission User's Guide available on the **Welcome to the CMS QIES Systems for Providers** page.