

Implementation Guide

Health Action Plan

Revised: **6/2020**

Version **3.01**

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1. DOCUMENT CHANGE HISTORY

DOCUMENT NAME: Implementation Guide -			
Version	Issue Date	Modified By	Comments/Reason
0.1	06/05/2013	Rhonda May	First draft of Health Action Plan Implementation Guide
0.2	6/6/2013	Sue Merk	Added XML and xsd samples - editing
0.3	6/12/2013	Rhonda May	Added PAM and CAM actual score data fields, edited assumptions, edited logic for when new records write to the database
0.4	6/13/2013	Rhonda May	Edits and corrections after review with developer
0.5	7/9/2013	Rhonda May	Added clarity on initial HAP for purposes of implementation guide being unrelated to the once-in-a-lifetime payment for initial HAP development for a client.
1.0	7/19/2013	Rhonda May	<ul style="list-style-type: none"> Added new field and related table for pain assessment type Description corrections in reason code table Changed Problem List field to required Matched xml tags to data descriptions as appropriate Corrected errors in sample XML.
1.0	7/31	Rhonda May	Changed pain scale assessment type record to optional and pain scale score to conditional, changed telephone number fields size to 10 characters.
1.0	8/5	Rhonda May	Added assumption for care coordinator change and implications for a new initial HAP. Reason code table for reason for opt out to read “client choice to change LEAD ORGANIZATION, only. Care Coordinator omitted.
1.0	8/15	Rhonda May	<ul style="list-style-type: none"> Added System Access Instructions Separated xml file validation from xml sample files Added clarifications in record rejection section 3.3.3
1.0	8/21	Rhonda May	<ul style="list-style-type: none"> Clarification on UTC time with no offset Clarification on empty field tags Correction on reporting assumption when client changes lead organizations Redefined “Date Opted In” in terms and acronyms section. Clarification on closure of HAP reporting year in section 3.1

			<ul style="list-style-type: none"> • Logic for determining appropriate HAP period changed to Date Opted In in section 3.3 • Added information about when a new record will be written in section 3.3.2 • Added information about new a record will be rejected in section 3.3.3 • Updated validation rules in data table
1.1	10/15/2013	Rhonda May	Eliminated “Client choice to change Lead Organization” (reason code 05) from the Reason Code table. A change in lead organization does not remove a patient from being “opted” in to the Health Home program.
1.2	12/3/2013	Rhonda May	<ul style="list-style-type: none"> • Added clarification regarding HAP End Date. • Added section on “Reporting”
1.3	1/30/2014	Rhonda May	<p>Clarifying information in Terms and Acronyms table for Date Opted In.</p> <p>Data validation changes were identified by lead organizations. Changes to the data table in section 5 of this document and updates in the HAP upload process have been completed as follows:</p> <ul style="list-style-type: none"> • KATZ - Required field <ul style="list-style-type: none"> ○ If under age 18 - field is not required, cannot accept value • PHQ-9 - Required field <ul style="list-style-type: none"> ○ Add 0-27 as a valid score. ○ If under age 16 - field is not required, cannot accept value • Add additional digit to BMI - 0.0 - 125.9 (required field)⌘ <ul style="list-style-type: none"> ○ If under age 2 - field is not required, cannot accept value • Add decimal point to PAM 0.0 - 100.0 • Add decimal point to CAM 0.0 - 100.0 <p>Additional report was developed showing multiple instances in the database for the same ProviderOneID number with the same HAP reporting window.</p>
2.0	6/13/2014	Rhonda May	<ul style="list-style-type: none"> • Add MCO delegation field and data validation table • Add PSC17 screening field and data validation logic

		<ul style="list-style-type: none">• Add PPAM screening field and data validation logic• Add PPAM Survey Date and data validation logic• Add PPAM activation score and data validation logic• Revise PAM and CAM validation logic to include PPAM conditions• Change PHQ9 age requirements and data validation logic• Add gender field and data validation logic• Add reason codes and descriptive language to reason code validation table• Add general comment field• Provide “could not collect” attribute for required screenings and activation measures where data could not be collected• Provide comment attribute for every required screening and activation measure that could not be collected• Change client diagnosis (pertinent to HAP) to optional• Change data validation logic for DAST screening• Deprecate AUDIT field• Deprecate AUDIT Referral field• Add AUDIT Score field and data validation logic• Update HAP from version 1.0 to version 2.0• Eliminate PAM, CAM, assessment level field• Eliminate PAM, CAM assessment validation table• Changed, logic for when records are written or overwritten in the database, eliminating use of Last Name, First Name and Date of Birth• Deprecate Date Opted Out• Change Reason Code for Transfer or Closure of HAP to optional field• Removed the UTC “Z” requirement in all date fields except the createtimestamp and updated sample transactions.
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2.01	10/15/2014	Rhonda May	Corrected typographical error in Transaction Structure Table on Health Home Organization second xml tag.
2.02	5/2018	Rhonda	Added a table of possible error responses, the reason for the error and references in the implementation guide describing requirements used for validation of data
3.01	6/2020	HCA HH Program	Changed Implementation Guide layout format which also included but not limited to: <ul style="list-style-type: none">• Updated ProviderOne Client ID validation• Added clinical survey dates as optional• Updated HAP Data Table• Updated HAP XML template example• Added instruction set to generate new Record Validation Report• Add to HH sharepoint site project initiated

2. INTRODUCTION

Introduction

The State of Washington Health Care Authority (HCA) and the Department of Social and Health Services (DSHS) established a program designed to sustain improved care for clients covered by both Medicare and Medicaid (“dual-eligibles”), with the HCA defined as the lead organization for the program. The program titled Health Home Washington calls for clinical care coordination delivered through qualified health homes. A key strategy in support of the plan is to establish person-centered health action plan goals designed to improve health and health-related outcomes. Qualified health home organizations (lead organizations), their designated care coordinators and the entities or persons authorized to provide care, services and support to the clients will engage with the client to create and execute the Health Action Plan (HAP). The information included in the HAP is required to be electronically exchanged between lead organizations and the HCA.

Scope

This implementation guide defines the electronic exchange requirements for the health action plan and is unique to OneHealthPort Health Information Exchange (HIE).

This implementation guide includes:

- High level process flow for reporting the information
- Transaction structure included a table describing the data fields, descriptive language and business logic, the XML descriptors for the data, the data type, the validation that will be used with the field and whether the data item is required, optional or conditional
- Transaction sample

Welcome to Design + Prepare + Submit

Are you just beginning to explore uploading HAPs online? Have you been asked to perform quality assurance on your data submissions? Or are you looking for new information on how to generate the Records Validation report? Whatever your role, this will provide some useful information and resources.

Are you New to the HAP upload process?

This is organized in a way that guides you through common questions about resources for designing and submitting HAPs to the OneHealthPort database.

About Overview

Instructional materials are the content or information conveyed. These may include materials previously used in face-face; online conversations and meetings.

Why is it important

Instructional materials provide core information that lead organization end users will learn, apply and experience during the HAP upload process.

This is especially true for the HAP submission process, which rely on a thoughtful and complete collection of data that the HAP submitter will access, explore and upload during the process. Overall, the aim is to provide a foundation to build upon in developing a knowledge base and skills in submitting HAPs online.

If you want to explore further, depress the control button and click links to the Design, Prepare and Submit Overview pages provided below.

- [Design Overview](#)
- [Prepare Overview](#)
- [Submit Overview](#)

3. DESIGN OVERVIEW

The design quick start topics provide a framework for designing a HAP template.

Assumptions

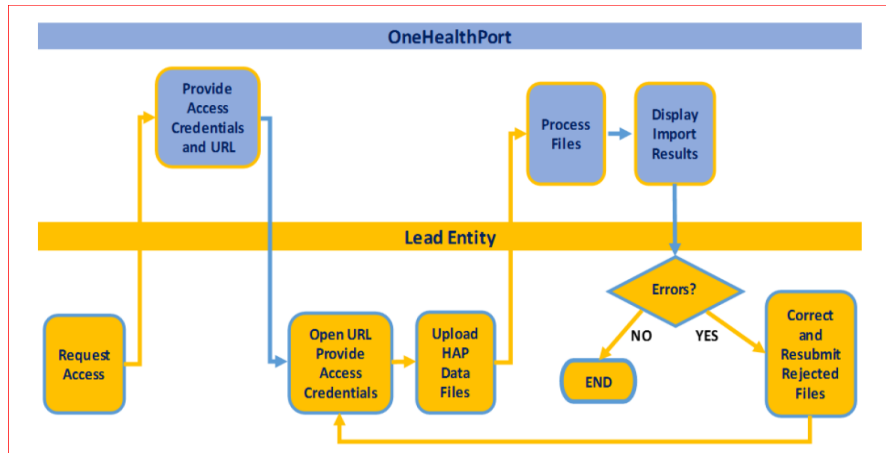
- Lead organizations will include all data in each client record with every XML file reported
- Each record is a “well-formed” or properly formatted XML file
- Any text field that includes invalid xml characters (i.e. &) requires a CDATA text block
- All date/time fields should be indicated as UTC with no offset
- Fields without data are represented by empty tags – “NULL” is not accepted. Empty tags may use either of the following formats:
 - <sampletag>/sampletag>
 - <sampletag/>
- If Health Home client changes care coordinators, and the new care coordinator is within the network of the same lead organization, a new HAP is not required, unless there has been a significant change (i.e. surgery or ER visit), or to reassess the client’s progress towards meeting clinical and patient-centered health action goals.

Narrative

OneHealthPort manages the HCA HAP database. OneHealthPort will provide access credentials and the database URL to the lead organizations. The process by which HAPS are electronically exchanged is described below, with a high-level process flow following.

1. Lead Organizations request access to the HCA database for purposes of reporting and updating HAP data in the HCA database
2. Lead Organizations will develop internal processes and procedures to:
 - Open the URL
 - Provide appropriate access credentials
 - Create the data files in the appropriate XML format
 - Upload the data files to the HCA database for processing.
3. OneHealthPort will validate the credentials submitted, accept the files as appropriate and process records.
 - File import results will be displayed on-line showing status of all files.
 - An option to generate a Record Validation Report displaying the status of all files submitted based on user-defined record submission date span criteria is available.
 - All successful records will be committed to the database.
 - Records that only have a warning Validation Status will be committed to the database.
 - A record may have multiple Validation Status rows displaying multiple reasons (warning status plus a success status will be committed; warning status plus reject status will not be committed).
 - Records that are invalid for any reason will be rejected and not be committed.
4. Lead Organizations should generate a Record Validation Report based on the user-defined record submission date span criteria in order to:
 - Review HAP file(s) import results
 - Make appropriate corrections to rejected records
 - Resubmit the corrected records to the HCA database.

Process Visual Aid



Business Logic for when Lead Organizations should submit a HAP to the HCA database

Lead Organizations will be required to make a determination based on a calculation of the time elapsed since the HAP Date Opted In was documented.

Lead organizations will be required to submit at a **minimum** a HAP every four (4) months as explained below:

- An initial HAP establishing the client assignment (HAP Date Opted In) with the organization must be completed within ninety (90) calendar days from the notification of the enrollee's Home Health eligibility.
- A HAP submission > four (4) months and < eight (8) months since the HAP Date Opted In.
- A HAP submission ≥ eight (8) months since HAP Date Opted In.
- HAP records for all activity periods in the first year should be reported within 365 days of the date opted in.
- HAP records for all activity periods in future years should be reported within 365 days of the date opted in anniversary by adhering to the guidelines displayed above requiring at a minimum a HAP to be submitted every four (4) months.
- HAP updates occur as a result of significant changes in the client (i.e. surgery or ER visit), or to reassess the client's progress towards meeting clinical and patient-centered health action goals as they are planned between the client and care coordinator and documented in the client's chart notes.

Business Logic for age calculation

The system will subtract the Patient Date of Birth from CreateTimeStamp submitted in the record for data validation related to age calculations. The age validation logic allows a four-month buffer (historical only) before a record will reject on age related data validations. The buffer provides for age changes occurring between the time the assessment and activation measures were taken versus the time the file was created and submitted.

The HCA data reporting process is not the first time the client date of birth should be used to determine if the correct assessments and score are being done. It is the role of the Care Coordinator and Lead Organization to validate the correct age-related test is being done at the time of the screening.

Logic for when records are written in the database

New Logic for when records are written in the database (effective 05/12/2020)	Retention of historical records submitted and accepted in the HCA database prior to 05/12/2020
A new record will be created for every HAP accepted into the HCA database	Records submitted and accepted into the HCA database prior to 05/12/2020 are still retained in the HCA database based on the previous logic for writing or overwriting records into the database.

Logic for record rejection in the database

New Logic for Record Rejection
<ul style="list-style-type: none"> • HAP database will reject any record missing required field • HAP database will reject any record missing conditionally required fields, when the condition is “triggered” because of the data submitted in a field to which the conditional field is related • HAP database will reject any record that is not a “well formed” xml or properly formatted file

Old Logic for Activity Period Record Rejection	New Logic for Activity Period
The HCA database will no longer reject HAPs based on incorrect activity period data element reporting.	The OHP HAP database application will automatically assign the next sequential number to a client’s activity period value when a lead organization submits a HAP, as long as the initial HAP has already been submitted

It is required that Lead organizations ensure that initial HAPS are completed within ninety (90) calendar days from the notification of the enrollee’s Health Home eligibility. Lead organizations must submit at a minimum a HAP every four (4) months; and HAP updates occurring as a result of significant changes in the client (i.e. surgery or ER visit), or to reassess the client’s progress towards meeting clinical and patient-centered health action goals are still required to be submitted as changes are documented.

Assessment and Screening Tools Processing Logic

CAM, PAM, PPAM

CAM is required if patient is 18 years and no PAM is present

PAM is required if patient is 18 years and no CAM is present

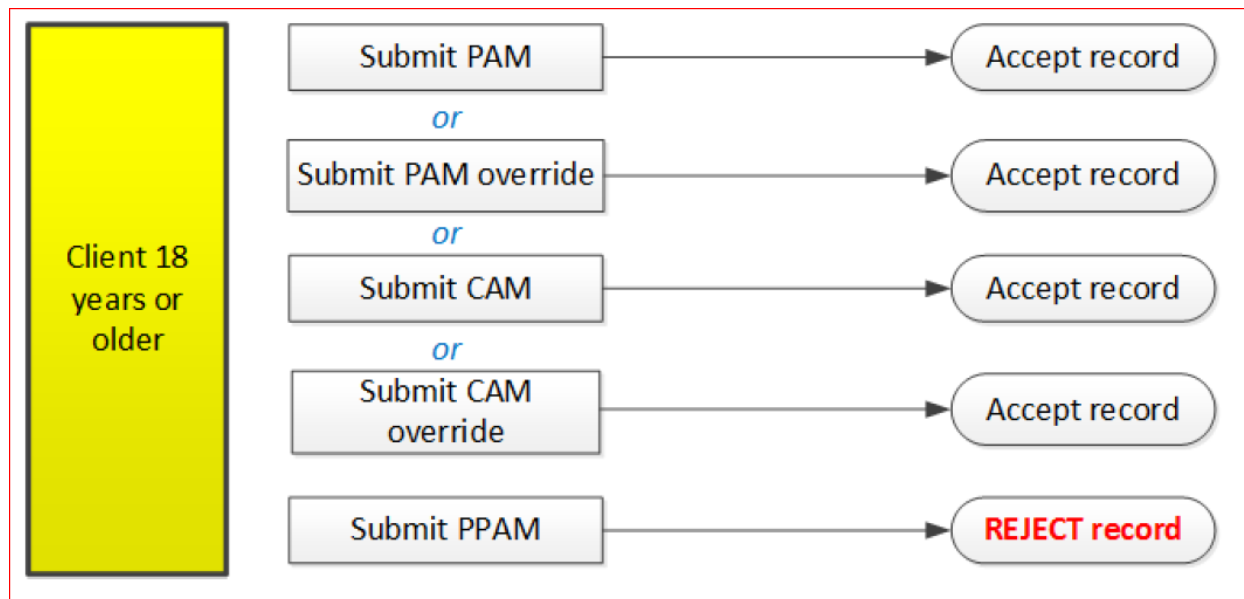
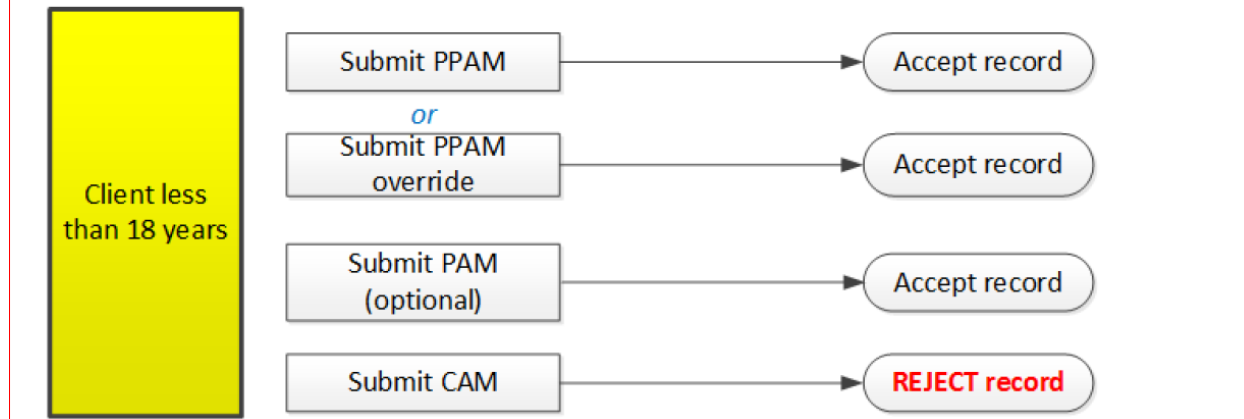
If patient is \geq to 18 years a PPAM is not accepted

If patient is $<$ 18 years a PPAM is required and PAM is optional; CAM is not accepted

Guidance on PPAM, PAM and CAM Logic for HAP Transaction

$<$ 18 years of age - PPAM or PPAM override required, PAM ACCEPTED, CAM **not** accepted

\geq 18 years of age - PAM and/or CAM, or PAM and/or CAM override required, PPAM **not** accepted



Unable to collect data for required screenings and activation measure logic

- In the unusual circumstance when required screenings and activation measures cannot be collected, two XML attribute flags must be set in the file submitted. These are the attribute "could not collect=", and "comment=". For example, if the BMI could not be collected the line in the xml file would appear as follows:

<bmi couldnotcollect= "true" comment= "Unable to collect because the necessary equipment for weight measure was unavailable"></bmi>

The program will recognize the required screening could not be collected and will engage in the following logic checks:

- If **couldnotcollect="true"** and a **comment=** is not present, an error will occur
 - If a **comment=** is present and **couldnotcollect=** is not entered or has a value other than true, an error will occur
 - If **couldnotcollect="true"** and **comment=** is present but there is also a value, an error will occur
 - All comments must be more than 4 characters and not longer than a total of 255 characters or an error will occur.
- This attribute feature is present on all the following required screenings and activation measures:
 - PHQ9
 - KATZ ADL
 - BMI
 - PSC17
 - PAM
 - CAM
 - PPAM

<i>ONLY submit if patient 18 or older</i>	PHQ-9 Score	<p><i>If unable to collect any measure, for EACH not collected:</i></p> <p>1) Indicate "couldnotcollect" AND</p> <p>2) Indicate "comment" representing the reason why the measure could not be collected</p>
<i>ONLY submit if patient 18 or older</i>	KATZ ADL Points	
<i>ONLY submit if 2 or older</i>	BMI Body Mass Index	
<i>ONLY submit if between the ages of 4 and 17</i>	PSC-17 Pediatric System Checklist Score	
<i>ONLY submit if patient is less than 18</i>	PPAM 1) Survey Date 2) Activation Score	

*If patient is 18 or older,
PAM or CAM required*
Optional *if patient is less
than 18*

PAM
1) *Survey Date*
2) *Activation Score*

*If patient is 18 or
older, PAM or CAM
required,
NOT accepted if
patient less than 18*

CAM
1) *Survey Date*
2) *Activation Score*

When unable to collect actual data for required screenings and activation measures, instead of the scores or values normally associated with those fields, the required information will be collected through use of the xml attributing processes. When attributes are valued, no data should be sent in the xml tags. Please discuss the Canonical Guide with your development team to identify the process for collecting and conveying the information to be included in the files.

FILE NAMING CONVENTIONS

The primary purpose of the record name is to quickly identify differences in records for error repair. While formats that match your business system are acceptable, an example of a for individual records is ProviderOneID-dateSubmitted.xml

Example: 23456789WA-20130725.xml

File names should **NOT** contain special characters

HAP DATA TABLE

Data Element	Description/Business Logic	Req = R Opt = O Cond = C Deprecated = D	XML	Data Type	Field Size	Validation
xml version	Standard xml version statement	R	<?xml version="1.0" encoding="iso-8859-1"?>	Text		
Document type and version	Health Homes Health Action Plan version 2. Files submitted with an earlier version of the HAP program will fail.	R	<hhhap Version="2.0">	xml wrapper		
Time stamp for file creation	Date and time the file was created by the sender. UTC, standard format: YYYY-MM-DDThh:mm:ssZ End all UTC date fields with a Z.	R	<createtimestamp> </createtimestamp>	Date/time	20	min date = 07/01/2013 Max date !>upload date
Activity Period Reported	Coded from Activity period table choices	R	<activityperiod> </activityperiod>	Numeric	1	Activity Period Table Validation If value of 2 is provided, there must already be a record with 1 for the client. If value of 3 is provided, there must already be a record with 2 for the client. The OHP HAP system will automatically increment to correct numeric value once the

Document Name	Implementation Guide – Health Action				
					initial HAP has been submitted.
Lead Organization RoutingID	Lead Organization OHP-HIE routing ID	R	<lorgid> </lorgid>	Text	64 Must be own lorgid

Data Element	Description/Business Logic	Req = R Opt = O Cond = C Deprecat ed = D	XML	Data Type	Field Size	Validation
Comment	General comments about the patient. May be used to document outstanding events, such as ER, surgery, hospitalizations, homelessness, change in life circumstances like death in family, divorce, moving, etc. Free-form text should be enclosed in CDATA blocks if special characters are included.	O	<comment> </comment> Or <comment><![CDATA[filler]]></comment>	Text in CDATA block	255	Comment field must contain more than 4 characters and no more than a total of 255 characters
Client Identifiers		R	<clientidentifiers></clientidentifiers>	xml wrapper		
Client's First Name	Client's First Name	R	<fn> </fn>	Text	40	
Client's Last Name	Client's Last Name	R	<ln> </ln>	Text	40	
Date of Birth	YYYY-MM-DD - no time is required	R	<dob> </dob>	Date	8	Max date !>upload date
Gender	Client gender – only allowable content is M, F, U, O.	R	<gender> </gender>	Text	1	Data validation: M = male F = female U = unknown O = other
ProviderOne Client ID	Generally 9 numbers followed by WA	R	<provideroneid> </provideroneid>	Text	11	First 2 positions starts with “10” or “20”; followed by 7 numeric positions ending with “WA” at end (not case sensitive)
Health Home Organization		R	<hhorganization> </hhorganization>	xml wrapper		

Data Element	Description/Business Logic	Req = R Opt = O Cond = C Deprecat ed = D	XML	Data Type	Field Size	Validation
Managed Care Organization	Use when an MCO has delegated to a Lead Organization	O	<mco> </mco>	Numeric	1	MCO Validation Table
Lead Organization Name	Submitting organizations name	R	<lorgname> </lorgname>	Text	100	
Lead Organization Phone Number	Phone number including area code and no extension. Numbers only, no spaces.	O	<lorgphone> </lorgphone>	Text	10	no decoration
Care Coordination Organization	Name of Care Coordination Organization	R	<ccorgname> </ccorgname>	Text	50	
Care Coordinator Organization Routing ID	Care Coordination Organization OHP-HIE routing identification - included only if OHP HIE is used to route the message to the Care Coordination organization.	O	<ccorgid> </ccorgid>	Text	64	
Care Coordinator's Name	Individual care coordinator's name	R	<carecoordinatorname> </carecoordinatorname>	Text	50	A future date will be announced when this field must adhere to the guideline: No leading or trailing spaces. First name and last name only with a space in between. Special characters allowed limited to: dash or apostrophe and apostrophe. No other special characters such as

Data Element	Description/Business Logic	Req = R Opt = O Cond = C Deprecat ed = D	XML	Data Type	Field Size	Validation
						commas and underscores.
Care Coordinator's Telephone Number	Phone number including area code and no extension for contacting Care Coordinator. Numbers only, no spaces.	R	<carecoordinatorphone> </carecoordinatorphone>	Text	10	no decoration
Dates		R	<dates> </dates>	xml wrapper		
HAP Begin Date	Start Date for the HAP YYYY-MM-DD - no time.	R	<hapbegindate> </hapbegindate>	Date	11	min date = 07/01/2013 Max date !>upload date
HAP End Date	End Date for the HAP YYYY-MM-DD - no time.	O	<hapenddate></hapenddate>	Date	11	Cannot be less than Hap begin date or greater than 1 year from HAP begin date
Date Opted In	Date client opted in. YYYY- MM-DD - no time.	R	<dateoptedin> </dateoptedin>	Date	11	min date = 07/01/2013 Max date !>upload date
Date Opted Out DO NOT USE!	THIS FIELD HAS BEEN DEPRECATED AND WILL NO LONGER BE INCLUDED IN XML FILES OR SUPPORTED Date client opted out. YYYY-MM-DD - no time.	D	<dateoptedout> </dateoptedout>	Date	11	Cannot be less than opted in date or greater than !>upload date
Reason Code for Transfer or Closure of HAP	Code is defined by HCA table - one code per HAP	O	<reasoncode> </reasoncode>	Numeric	2	Reason Code Table validation
Client Information		R	<clientinformation></clientinformation>	xml wrapper		

Data Element	Description/Business Logic	Req = R Opt = O Cond = C Deprecat ed = D	XML	Data Type	Field Size	Validation
Client's Long-Term Goal	Textual description of client's long-term goal. • Free-form text should be enclosed in CDATA blocks if special characters are included.	R	<clientlongtermgoal> <![CDATA[Sample]]> </clientlongtermgoal>	Text in CDATA block	1500	
Client Introduction	Brief introductory statement about the client. May include gender, ethnicity, language, living arrangement, contact preferences or other information describing client for the reader of the HAP. • Free-form text should be enclosed in CDATA blocks if special characters are included.	R	<clientintroduction> <![CDATA[Sample]]></clientintroduction>	Text in CDATA block	1500	
Client Diagnosis		R	<clientdiagnosis> </clientdiagnosis>	xml wrapper		
Problem List	Listing of patient friendly description of client problems relevant to the HAP • Free-form text should be enclosed in CDATA blocks if special characters are included.	R	<problemlist> <![CDATA[Sample]]></problemlist>	Text in CDATA block	140	1 - N entries

Data Element	Description/Business Logic	Req = R Opt = O Cond = C Deprecat ed = D	XML	Data Type	Field Size	Validation
Client Diagnosis (Pertinent to HAP)	Listing of Diagnosis(ses) codes pertinent to the HAP. Provide actual ICD codes. Include as many diagnosis lines as needed. Note: A one-one correlation between problem list and diagnosis is NOT required.	O	<diagnosis> </diagnosis> <diagnosis> </diagnosis> <diagnosis> </diagnosis> (etc.) This field must be populated with one or more ICD codes. One item per xml tag field.	Text	140	1 - N entries
Required Screenings		R	<requiredscreenings> </requiredscreenings>	xml wrapper		
PHQ-9	Required if client is 18 years of age or older. Enter actual score. If client is less than 18 years of age, field is not required and no data is accepted. If information could not be collected, set attribute couldnotcollect="true" comment="reason for couldnotcollect"	C	<phq9> </phq9> Or <phq9 couldnotcollect="true" comment="xxxxx"> </phq9>	Numeric	2	0 – 27 If present, comment attribute must contain more than 4 characters and no more than a total of 255 characters
PHQ-9 Survey Date	YYYY-MM-DD	O	<phq9surveydate></phq9surveydate>	Date	11	Min date = 07/01/2013 Max date !>upload date

Data Element	Description/Business Logic	Req = R Opt = O Cond = C Deprecat ed = D	XML	Data Type	Field Size	Validation
KATZ ADL	Activities of daily living. Enter actual points. Required if client is 18 years of age or older. If client is less than 18 years of age, field is not required and no data is accepted. If information could not be collected, set attribute couldnotcollect="true" comment="reason for couldnotcollect"	C	<katzadl> </katzadl> Or <katzadl couldnotcollect="true" comment="xxxxx"> </katzadl>	Numeric	1	0 – 6 If present, comment attribute must contain more than 4 characters and no more than a total of 255 characters
KATZ ADL Survey Date	YYYY-MM-DD	O	<katzadlsurveydate></katzadlsurveydate>	Date	11	Min date = 07/01/2013 Max date !>upload date
BMI	Required if client is 2 years of age or older. Enter actual Body Mass Index. If client is less than 2 years of age, field is not required and no data is accepted. If information could not be collected, set attribute couldnotcollect="true" comment="reason for couldnotcollect"	C	<bmi> </bmi> Or <bmi couldnotcollect="true" comment="xxxxx"> </bmi>	Decimal	5	0.0 – 125.9 If present, comment attribute must contain more than 4 characters and no more than a total of 255 characters
BMI Survey Date	YYYY-MM-DD	O	<bmisurveydate></bmisurveydate>	Date	11	Min date = 07/01/2013 Max date !>upload date

Data Element	Description/Business Logic	Req = R Opt = O Cond = C Deprecat ed = D	XML	Data Type	Field Size	Validation
PSC-17	Pediatric System Checklist – 17 Required if client is ages 4 - 17, enter actual score. If client is less than 4 years old or more than 17 years of age, field is not required and no data is accepted. If information could not be collected, set attribute couldnotcollect="true" comment="reason for couldnotcollect"	C	<psc17> </psc17> Or <psc17 couldnotcollect="true" comment="xxxxx"> </psc17>	Numeric	2	0 – 34 If present, comment attribute must contain more than 4 characters and no more than a total of 255 characters
PSC-17 Survey Date	YYYY-MM-DD	O	<psc17surveydate><?psc17surveydate>	Date	11	Min date = 07/01/2013 Max date !>upload date
Optional Screenings		R	<optionalscreenings> </optionalscreenings>	xml wrapper		
DAST	Enter score	O	<dast> </dast>	Numeric	1	0 -10
DAST Survey Date	YYYY-MM-DD	O	<dastsurveydate></dastsurveydate>	Date	11	Min date = 07/01/2013 Max date !>upload date
AUDIT Score	Enter score	O	<auditscore> </auditscore>	Numeric	2	0 - 40
AUDIT Survey Date	YYYY-MM-DD	O	<auditsurveydate></auditsurveydate>	Date	11	Min date = 07/01/2013 Max date !>upload date

Data Element	Description/Business Logic	Req = R Opt = O Cond = C Deprecat ed = D	XML	Data Type	Field Size	Validation
AUDIT DO NOT USE!	THIS FIELD HAS BEEN DEPRECATED AND WILL NO LONGER BE INCLUDED IN XML FILES OR SUPPORTED Either completed (=1) or not completed (=0)	D	<audit> </audit>	Bit Value	1	
AUDIT Referral DO NOT USE!	THIS FIELD HAS BEEN DEPRECATED AND WILL NO LONGER BE INCLUDED IN XML FILES OR SUPPORTED Enter either yes (=1) or no (=0) if AUDIT resulted in a referral	D	<auditref> </auditref>	Bit Value	1	
GAD-7	Enter score	O	<gad7> </gad7>	Numeric	2	0 - 21
GAD-7 Survey Date	YYYY-MM-DD	O	<gad7surveydate></gad7surveydate>	Date	11	Min date = 07/01/2013 Max date !>upload date
Pain Scale Assessment Type	Selection from a list of predefined pain scale assessment types.	O	<painscaleassessmenttype> </painscaleassessmenttype>	Numeric	1	Pain Scale Assessment Type Table
Pain Scale Score	Enter score	C	<painscalescore> </painscalescore>	Numeric	2	0 - 10
Pain Scale Survey Date	YYYY-MM-DD	O	<painscalesurveydate></painscalesurveydate>	Date	11	Min date = 07/01/2013 Max date !>upload date
Falls Risk	Enter score	O	<fallsrisk> </fallsrisk>	Numeric	2	0 - 11
Falls Risk Survey Date	YYYY-MM-DD	O O	<fallsrisksurveydate></fallsrisksurveydate>	Date	11	Min date = 07/01/2013 Max date !>upload date

Data Element	Description/Business Logic	Req = R Opt = O Cond = C Deprecat ed = D	XML	Data Type	Field Size	Validation
Activation Measures		R	<activationmeasures> </activationmeasures>	xml wrapper		
PAM	PAM = Patient Activation Measure. yes (=1) - REQUIRED if CAM not present and patient is 18 years or older. If information could not be collected, set attribute couldnotcollect="true" comment="reason for couldnotcollect". Optional if patient is less than 18 years of age.	C	<pam> </pam> Or <pam couldnotcollect="true" comment="xxxxx"> </pam>	Bit Value	1	If present, comment attribute must contain more than 4 characters and no more than a total of 255 characters
PAM Survey Date	YYYY-MM-DD Include if PAM =1.	C	<pamsurveydate> </pamsurveydate>	Date	11	min date = 07/01/2013 Max date !>upload date
PAM Score	Enter activation score Required if PAM value = 1	C	<pamscore> </pamscore>	Decimal	5	0.0 – 100.0
PAM Assessment Level DO NOT USE!	THIS FIELD HAS BEEN DEPRECATED AND WILL NO LONGER BE INCLUDED IN XML FILES OR SUPPORTED Selection from a list of predefined PAM assessment levels. Conditionally required if PAM selected	D	<pamassessmentlevel> </pamassessmentlevel>	Numeric	1	PAM Table Validation

Data Element	Description/Business Logic	Req = R Opt = O Cond = C Deprecat ed = D	XML	Data Type	Field Size	Validation
CAM	Caregiver Activation Measure. yes (=1) - REQUIRED if PAM not present and patient is 18 years or older. If information could not be collected, set attribute couldnotcollect="true" comment="reason for couldnotcollect" . Optional if PAM is present. Not used if Patient is less than 18 years of age.	C	<cam> </cam> Or <cam couldnotcollect = "true" comment="xxxxx"> </cam>	Bit Value	1	If present, comment attribute must contain more than 4 characters and no more than a total of 255 characters
CAM Survey Date	YYYY-MM-DD Include if CAM =1.	C	<camsurveydate> </camsurveydate>	Date	11	min date = 07/01/2013Max date !=>upload date
CAM Score	Enter activation score Required if CAM value = 1	C	<camscore> </camscore>	Decimal	5	0.0 – 100.0
CAM Assessment Level DO NOT USE!	THIS FIELD HAS BEEN DEPRECATED AND WILL NO LONGER BE INCLUDED IN XML FILES OR SUPPORTED Selection from a list of predefined CAM assessment levels. Conditionally required if PAM selected	D	<camassessmentlevel></camassessmentlevel>	Numeric	1	CAM Table Validation

Data Element	Description/Business Logic	Req = R Opt = O Cond = C Deprecat ed = D	XML	Data Type	Field Size	Validation
PPAM	Parent Patient Activation Measure. yes (=1) Required if client is less than 18 years of age. If client is 18 years of age or older, field is not required and no data is accepted. If information could not be collected, set attribute couldnotcollect="true" comment="reason for couldnotcollect"	C	<ppam> </ppam> Or <ppam couldnotcollect="true" comment="xxxxx"> </ppam>	Bit Value	1	If present, comment attribute must contain more than 4 characters and no more than a total of 255 characters
PPAM Survey Date	YYYY-MM-DD Include if PPAM =1.	C	<ppamsurveydate> </ppamsurveydate>	Date	11	min date = 07/01/2013Max date !=>upload date
PPAM Score	Enter activation score Required if PPAM value = 1	C	<ppamscore> </ppamscore>	Decimal	5	0.0 – 100.0
Goals / Actions	This section begins the discussion of specific goals and actions for the client	R	<goalsactions> </goalsactions>	xml wrapper		
Goal	Within goals/actions there can be multiple short term goals. This section can repeat as many times as needed.		<goal> </goal>	xml wrapper		

Data Element	Description/Business Logic	Req = R Opt = O Cond = C Deprecat ed = D	XML	Data Type	Field Size	Validation
Short-Term Goal	Specific, measurable, achievable, realistic, time-based, client-identified goals. Subgrouped under Goals. Multiple short term goals. • Free-form text should be enclosed in CDATA blocks if special characters are included.	R	<shorttermgoal> <![CDATA[Sample]]</shorttermgoal>	Text in CDATA block	200	
Goal Start Date	YYYY-MM-DD - no time.	R	<goalstartdate> </goalstartdate>	Date	11	min date = 07/01/2013 Max date !>upload date
Goal End Date	YYYY-MM-DD - no time. Required if Short-Term Goal is completed.	O	<goalenddate> </goalenddate>	Date	11	>goalstartdate Max date !>upload date
Short-Term Goal Outcome Assessment	Value from table defined for outcomes. Required if Goal End Date is completed.	C	<shorttermgoaloutcome> </shorttermgoaloutcome>	Numeric	2	Outcome assessment table look-up
Action Steps	Within short term goals there can be multiple action steps subgrouped. This section can repeat as many times as needed.	R	<actionsteps> </actionsteps>	xml wrapper		
Step	This sub section to action steps identifies that a new step has started in the XML file	R	<step> </step>	xml wrapper		

Data Element	Description/Business Logic	Req = R Opt = O Cond = C Deprecat ed = D	XML	Data Type	Field Size	Validation
Description	Within short term goals there can be multiple action steps subgrouped under steps. • Free-form text should be enclosed in CDATA blocks if special characters are included.	R	<description> <![CDATA[Sample]]> </description>	Text in CDATA block	200	
Start Action Date	YYYY-MM-DD - no time. Repeat for additional actions steps and increment the action step number	R	<startactiondate> </startactiondate>	Date	11	min date = 07/01/2013 Max date !>upload date
Action Completion Date	YYYY-MM-DD - no time. Required if Action Step is completed.	O	<actioncompletiondate> </actioncompletiondate>	Date	11	>Start Action DateMax date !>upload date
Action Outcome Assessment	Value from table defined for outcomes. Required if Action Completion Date is completed.	C	<actionoutcome> </actionoutcome>	Numeric	2	Outcome assessment table look-up
Closing tag	close the record with a document close tag	R	</hhhap>	xml wrapper		

Data Validation Tables

Managed Care Organization

MCO	Code
Amerigroup	1
Molina 4,5,7	2

Reason Code Table

Reason	Code	Description
Beneficiary Opted Out	01	Use this reason code when a beneficiary has signed an Opt-out form and has clearly indicated they do not want to participate in the Health Home program
Moved	02	Use this code when a beneficiary has changed their residential address
Death	03	Use this code when a beneficiary has died
No Longer Eligible	04	Use this code when a beneficiary has lost Medicaid eligibility
Change to another CCO or Lead Organization	05	Use this code when a beneficiary moves from their current Care Coordination Organization to a different Care Coordination Organization or moves from their current Lead Organization to a different Lead Organization
Eligibility Changed	06	Use this code when a beneficiary moves from voluntary Fee-for-Service to mandatory Managed Care or vice versa

Pain Scale Assessment Type

Pain Scale Assessment	Code
FLACC	1
FACES	2
NUMERIC	3

Activity Period

Period	Code
Initial HAP	1
Four Month Update	2
Eight Month Update	3

Outcome Assessment

Assessment	Code
Completed	1
Revised	2
No longer pertinent – life or health change	3
Client request to discontinue	4

HAP XML Sample

```
<?xml version="1.0" encoding="iso-8859-1"?>
<hhhap Version="2.0">
<createtimestamp>2013-05-29T00:49:00Z</createtimestamp>
<activityperiod>1</activityperiod>
<lorgid>UHC12300</lorgid>
<comment> <![CDATA[This is where you make general comments like "patient is moving"]]></comment>
<clientidentifiers>
  <fn>John</fn>
  <ln>General</ln>
  <dob>1986-07-04</dob>
  <gender>M</gender>
  <provideroneid>123456789WA</provideroneid>
</clientidentifiers>
<hhorganization>
  <mco>1</mco>
  <lorgname>United HealthCare</lorgname>
  <lorgphone>8881112345</lorgphone>
  <ccorgname>WeeCare, Inc</ccorgname>
  <ccorgid>w3dr5600</ccorgid>
  <carecoordinatorname>Ferdinand Magellan</carecoordinatorname>
  <carecoordinatorphone>3602191122</carecoordinatorphone>
</hhorganization>
<dates>
  <hapbegindate>2012-07-09</hapbegindate>
  <hapenddate></hapenddate>
  <dateoptedin>2012-07-01</dateoptedin>
  <reasoncode>02</reasoncode>
</dates>
<clientinformation>
  <clientlongtermgoal>
    <![CDATA[This is where a text message is outlined about the client goal! This is a space as large as the HCA/DSHS
wishes to allow & useful.]]>
  </clientlongtermgoal>
  <clientintroduction>
    <![CDATA[This is another text space for the Care Coordinator to introduce the client
to the Provider community & this length can be defined by HCA/DSHS.]]>
  </clientintroduction>
  </clientinformation>
<clientdiagnosis>
  <problemlist>Diabetes</problemlist>
  <problemlist>Developmental Disability</problemlist>
  <problemlist>Something else</problemlist>
  <diagnosis>493.2</diagnosis>
  <diagnosis>250.1</diagnosis>
  <diagnosis>315</diagnosis>
</clientdiagnosis>
  <requiredscreenings>
  <phq9>2</phq9>
  <phq9sureydate></phq9surveydate>
  <katzadl>1</katzadl>
```

<katzadlsurveydate></katzadlsurveydate>
 <bmi couldnotcollect="true" comment="Unable to collect, weight measure equip was unavailable"></bmi>
 <bmisurveydate></bmisurveydate>
 <psc17></psc17>
 </requiredscreenings>
 <optionalscreenings>
 <psc17surveydate></psc17surveydate>
 <dast>3</dast>
 <dastsurveydate></dastsurveydate>
 <auditscore>1</auditscore>
 <auditsurveydate></auditsurveydate>
 <gad7>12</gad7>
 <gad7surveydate></gad7surveydate>
 <painscaleassessmenttype>2</painscaleassessmenttype>
 <painscalescore>1</painscalescore>
 <painscalesurveydate></painscalesurveydate>
 <fallsrisk>2</fallsrisk>
 </optionalscreenings>
 <activationmeasures>
 <fallsrisksurveydate></fallsrisksurveydate>
 <pam>1</pam>
 <pamsurveydate>2012-08-15</pamsurveydate>
 <pamscore>35</pamscore>
 <cam>1</cam>
 <camsurveydate>2012-07-02</camsurveydate>
 <camscore>42</camscore>
 <ppam>1</ppam>
 <ppamsurveydate></ppamsurveydate>
 <ppamscore></ppamscore>
 </activationmeasures>
 <goalsactions>
 <goal>
 <shorttermgoal>
 <![CDATA[This is a narrative description of the goal set by the Client'. HCA/DSHS can define the character length of this field.]]>
 </shorttermgoal>
 <goalstartdate>2012-07-02</goalstartdate>
 <goalenddate></goalenddate>
 <shorttermgoaloutcome></shorttermgoaloutcome>
 <actionsteps>
 <step>
 <description>
 <![CDATA[High level general action steps in text for #1 goal. Walking & bending.]]>
 </description>
 <startactiondate>2012-07-05</startactiondate>
 <actioncompletiondate>2013-03-19</actioncompletiondate>
 <actionoutcome>2</actionoutcome>
 </step>
 <step>
 <description>Another action step for first immediate goal.</description>
 <startactiondate>2012-07-05</startactiondate>

```

    <actioncompletiondate></actioncompletiondate>
    <actionoutcome></actionoutcome>
  </step>
</actionsteps>
</goal>
<goal>
  <shorttermgoal>
    <![CDATA[This is a narrative description of the #2 goal set by the Client'. HCA/DSHS can define the character length of
    this field.]]>
  </shorttermgoal>
  <goalstartdate>2012-07-02</goalstartdate>
    <goalenddate></goalenddate>
    <shorttermgoaloutcome></shorttermgoaloutcome>
  <actionsteps>
    <step>
      <description>
        <![CDATA[High level general action steps in text for #2 goal. Kneeling & skipping.]]>
      </description>
      <startactiondate>2012-07-05</startactiondate>
      <actioncompletiondate>2013-03-19</actioncompletiondate>
      <actionoutcome>2</actionoutcome>
    </step>
    <step>
      <description>Another action step for second immediate goal.</description>
      <startactiondate>2012-07-05</startactiondate>
      <actioncompletiondate></actioncompletiondate>
      <actionoutcome></actionoutcome>
    </step>
  </actionsteps>
</goal>
</goalsactions>
</hhhapp>

```


1.1 HAP XSD Sample

```
<?xml version="1.0" encoding="iso-8859-1"?>
<xs:schema attributeFormDefault="unqualified" elementFormDefault="qualified"
xmlns:xs="http://www.w3.org/2001/XMLSchema">
  <xs:element name="hhhap">
    <xs:complexType>
      <xs:sequence>
        <xs:element name="createtimestamp" type="xs:dateTime" />
        <xs:element name="activityperiod" type="xs:unsignedInt" />
        <xs:element name="lorgid" type="xs:string" />
        <xs:element name="comment" type="xs:string" />
        <xs:element name="clientidentifiers">
          <xs:complexType>
            <xs:sequence>
              <xs:element name="fn" type="xs:string" />
              <xs:element name="ln" type="xs:string" />
              <xs:element name="dob" type="xs:date" />
              <xs:element name="gender" type="xs:string" />
              <xs:element name="provideroneid" type="xs:string" />
            </xs:sequence>
          </xs:complexType>
        </xs:element>
        <xs:element name="hhorganization">
          <xs:complexType>
            <xs:sequence>
              <xs:element name="mco" type="xs:unsignedByte" />
              <xs:element name="lorgname" type="xs:string" />
              <xs:element name="lorgphone" type="xs:string" />
              <xs:element name="ccorgname" type="xs:string" />
              <xs:element name="ccorgid" type="xs:string" />
              <xs:element name="carecoordinatorname" type="xs:string" />
              <xs:element name="carecoordinatorphone" type="xs:string" />
            </xs:sequence>
          </xs:complexType>
        </xs:element>
        <xs:element name="dates">
          <xs:complexType>
            <xs:sequence>
              <xs:element name="hapbegindate" type="xs:date" />
              <xs:element name="hapenddate" type="xs:date" />
              <xs:element name="dateoptedin" type="xs:date" />
              <xs:element name="reasoncode" type="xs:unsignedInt" />
            </xs:sequence>
          </xs:complexType>
        </xs:element>
        <xs:element name="clientinformation">
          <xs:complexType>
            <xs:sequence>
              <xs:element name="clientlongtermgoal" type="xs:string" />
              <xs:element name="clientintroduction" type="xs:string" />
            </xs:sequence>
          </xs:complexType>
        </xs:element>
      </xs:sequence>
    </xs:complexType>
  </xs:element>
</xs:schema>
```

```

</xs:complexType>
</xs:element>
<xs:element name="clientdiagnosis">
  <xs:complexType>
    <xs:sequence>
      <xs:element maxOccurs="unbounded" name="problemlist" type="xs:string" />
      <xs:element maxOccurs="unbounded" minOccurs="1" name="diagnosis" type="xs:string" />
    </xs:sequence>
  </xs:complexType>
</xs:element>
<xs:element name="requiredscreenings">
  <xs:complexType>
    <xs:sequence>
<xs:element name="phq9">
  <xs:complexType>
    <xs:simpleContent>
      <xs:extension base="xs:unsignedByte ">
        <xs:attribute name="couldnotcollect" type="xs:boolean" />
        <xs:attribute name="comment" type="xs:string" />
      </xs:extension>
    </xs:simpleContent>
  </xs:complexType>
</xs:element>
<xs:element name="katzadl">
  <xs:complexType>
    <xs:simpleContent>
      <xs:extension base="xs:unsignedByte ">
        <xs:attribute name="couldnotcollect" type="xs:boolean" />
        <xs:attribute name="comment" type="xs:string" />
      </xs:extension>
    </xs:simpleContent>
  </xs:complexType>
</xs:element>
<xs:element name="bmi" >
  <xs:complexType>
    <xs:simpleContent>
      <xs:extension base="xs:decimal ">
        <xs:attribute name="couldnotcollect" type="xs:boolean" />
        <xs:attribute name="comment" type="xs:string" />
      </xs:extension>
    </xs:simpleContent>
  </xs:complexType>
</xs:element>
<xs:element name="psc17">
  <xs:complexType>
    <xs:simpleContent>
      <xs:extension base="xs:unsignedByte ">
        <xs:attribute name="couldnotcollect" type="xs:boolean" />
        <xs:attribute name="comment" type="xs:string" />
      </xs:extension>
    </xs:simpleContent>
  </xs:complexType>

```

```

</xs:element>
    </xs:sequence>
</xs:complexType>
</xs:element>
<xs:element
name="option
alscreenings">
<xs:complexType
    e>
<xs:sequence>
    <xs:element name="dast" type="xs:unsignedByte" />
    <xs:element name=" auditscore " type="xs: unsignedByte " />
    <xs:element name="gad7" type="xs:unsignedByte" />
    <xs:element name="painscaleassessmenttype" type="xs:unsignedByte" />
    <xs:element name="painscalescore" type="xs:unsignedByte" />
    <xs:element name="fallsrisk" type="xs:unsignedByte" />
    </xs:sequence>
</xs:complexType>
</xs:element>
<xs:element name="activationmeasures">
    <xs:complexType>
        <xs:sequence>
<xs:element name="pam">
    <xs:complexType>
        <xs:simpleContent>
            <xs:extension base="xs: boolean ">
                <xs:attribute name="couldnotcollect" type="xs:boolean" />
                <xs:attribute name="comment" type="xs:string" />
            </xs:extension>
        </xs:simpleContent>
    </xs:complexType>
</xs:element>
<xs:element name="pamsurveydate" type="xs:date" />
<xs:element name="pamscore" type="xs:decimal" />
<xs:element name="cam">
    <xs:complexType>
        <xs:simpleContent>
            <xs:extension base="xs: boolean ">
                <xs:attribute name="couldnotcollect" type="xs:boolean" />
                <xs:attribute name="comment" type="xs:string" />
            </xs:extension>
        </xs:simpleContent>
    </xs:complexType>
</xs:element>
<xs:element name="camsurveydate" type="xs:date" />
<xs:element name="camscore" type="xs:decimal" />
<xs:element name="ppam">
    <xs:complexType>
        <xs:simpleContent>
            <xs:extension base="xs: boolean ">
                <xs:attribute name="couldnotcollect" type="xs:boolean" />
                <xs:attribute name="comment" type="xs:string" />
            </xs:extension>
        </xs:simpleContent>
    </xs:complexType>
</xs:element>

```

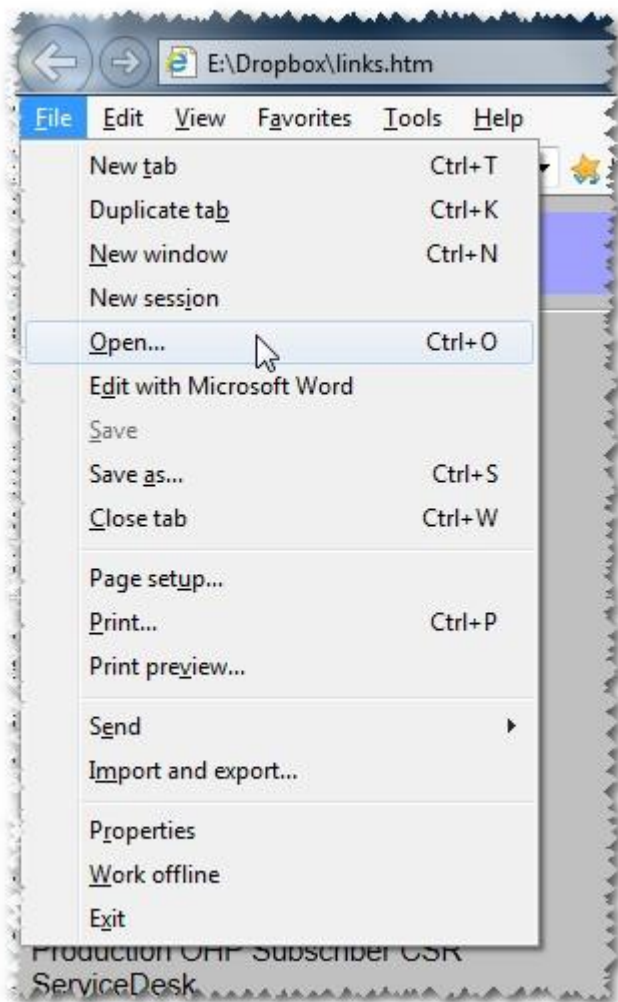
```

        </xs:extension>
        </xs:simpleContent>
    </xs:complexType>
</xs:element>
<xs:element name="ppamsurveydate" type="xs:date" />
<xs:element name="ppamscore" type="xs:decimal" />
    </xs:sequence>
</xs:complexType>
</xs:element>
<xs:element name="goalsactions">
    <xs:complexType>
        <xs:sequence>
<xs:element maxOccurs="unbounded" name="goal">
    <xs:complexType>
        <xs:sequence>
            <xs:element name="shorttermgoal" type="xs:string" />
            <xs:element name="goalstartdate" type="xs:date" />
            <xs:element name="goalenddate" type="xs:date" />
            <xs:element name="shorttermgoaloutcome" type="xs:unsignedInt" /><xs:element name="actionsteps">
                <xs:complexType>
                    <xs:sequence>
<xs:element maxOccurs="unbounded" name="step">
                <xs:complexType>
                    <xs:sequence>
                        <xs:element name="description" type="xs:string" />
                        <xs:element minOccurs="0" name="startactiondate" type="xs:date" />
                        <xs:element minOccurs="0" name="actioncompletiondate" type="xs:date" />
                        <xs:element name="actionoutcome" type="xs:unsignedInt" />
                    </xs:sequence>
                </xs:complexType>
            </xs:element>
        </xs:sequence>
    </xs:complexType>
</xs:element>
</xs:sequence>
</xs:complexType>
</xs:element>
</xs:sequence>
    </xs:complexType>
</xs:element>
</xs:sequence>
</xs:complexType>
</xs:element>
</xs:

```

XML FILE VALIDATION PRIOR TO SUBMISSION

Prior to testing HAP xml files, files should be validated. To validate an XML file open the file in Internet Explorer (or FireFox).



Depending on how the file “renders” you can determine if the format is valid.

A "good" file looks something like the following:

```
<?xml version="1.0" encoding="ISO-8859-1"?>
- <hhap Version="1.0">
  <createtimestamp>2013-05-29T00:49:00Z</createtimestamp>
  <activityperiod>1</activityperiod>
  <lorgid>UHC12300</lorgid>
  - <clientidentifiers>
    <fn>John</fn>
    <ln>General</ln>
    <dob>19860704</dob>
    <pid>123456789WA</pid>
  </clientidentifiers>
  - <hhorganization>
    <lorgname>United HealthCare</lorgname>
    <lorgphone>8881112345</lorgphone>
    <ccorgname>WeeCare, Inc</ccorgname>
    <ccorgid>w3dr5600</ccorgid>
    <ccname>Ferdinand Magellan</ccname>
    <ccphone>3602191122</ccphone>
  </hhorganization>
  - <dates>
    <hapbegindate>2012-07-09Z</hapbegindate>
    <hapenddate/>
    <dateoptedin>2012-07-01Z</dateoptedin>
    <dateoptedout>2012-12-01Z</dateoptedout>
    <reasoncode>02</reasoncode>
```

An invalid xml file will appear as plain text or will display an error message, something like the following:
Plain text invalid xml example:

```
2013-05-29T00:49:00Z 1 UHC12300 John General 19860704 123456789WA
```

4. PREPARE OVERVIEW

It is necessary to upload data files compliant with the XML format for HAP submissions into the OHP database.

Please click on the links provided below if you seek guidance on the HAP Data Table and/or the HAP XML format for data submission.

- [Design overview – HAP Data Table](#)
- [Design overview – HAP XML format](#)

Each client HAP must be uploaded as its own separate XML file.

Guidance on Fixing Errors

File Validation Error

Please click on the links provided below if you seek guidance on XML file validation prior to submission or looking on how to correct rejection errors as displayed on the Record Validation Report once XML file submission has been attempted.

- [Design overview - XML file validation prior to submission](#)
- [Acknowledgement and Error Handling section](#)

Once XML files have been prepped and any errors that could be corrected have been completed, the XML files can be submitted or re-submitted to OHP.

5. SUBMIT OVERVIEW

Once the template has been designed and built and new or revised client data is prepared for the submission process, what are the next steps? Each of the brief topics below provide an overview and specific instruction sets.

- [OHP System Access](#)
- [System Access Instructions](#)
- [HAP Upload Instructions](#)
- [Generating and Downloading Electronic Record Validation Report](#)

OneHealthPort System Access

Lead organizations are required to have signed OHP-HIE contracts and a user account set up in the OneHealthPort Single Sign-On application.

Please check with your organization’s OHP administrator to ensure that you have a subscriber (HAP submitter) identification and password setup to access the OHP system.

Test Environment

Lead organizations will be assigned a temporary test identification and password to the test system for testing transactions. Lead organizations will access the login screen by going to URL: <https://uat-identity.onehealthport.com/ohpidentity/hap>

Production Environment

Lead organization’s individuals assigned to upload HAP data will have specific user identification log-in credentials different from the credentials assigned in the test environment.

System Access Instructions

The login screen in both the Test Environment and the Production Environment will appear the same. However, the Test Environment and the Production Environment are accessed through different URLs.

[Test Environment URL: https://uat-identity.onehealthport.com/OHPIdentity/HAP/Default.aspx](https://uat-identity.onehealthport.com/OHPIdentity/HAP/Default.aspx)

- Type in your Subscriber ID and password
- Click the “Login” button

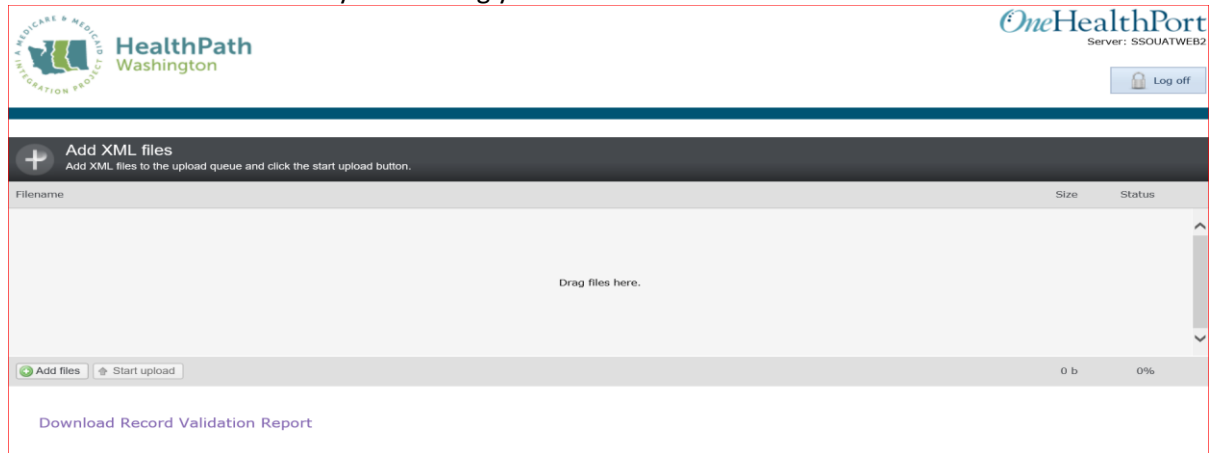
If your account was not established, please provide the following information and return to the HCA HH mailbox. An HCA HH program manager will assist your organization in setting up your account for the environments requested.

- Organization Name
- Lead Org ID
- Environment Access Request – Test, Production or both
- Name of Subscriber
- Subscriber ID
- Subscriber E-mail Address

HAP UPLOAD INSTRUCTIONS

The file upload process will provide a standard acknowledgement. Each file uploaded will be displayed on the data loading screen with a success or error status. Additional error reporting is also available through the Record Validation Report that can be downloaded into MS-Excel format.

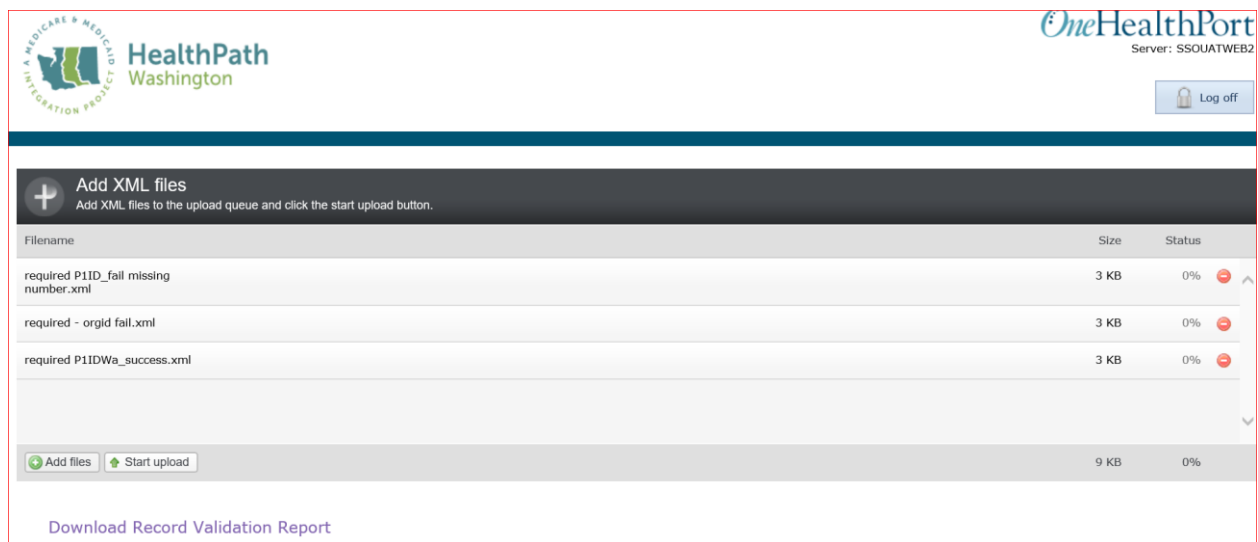
Click on Add files button or you can drag your xml files into the screen



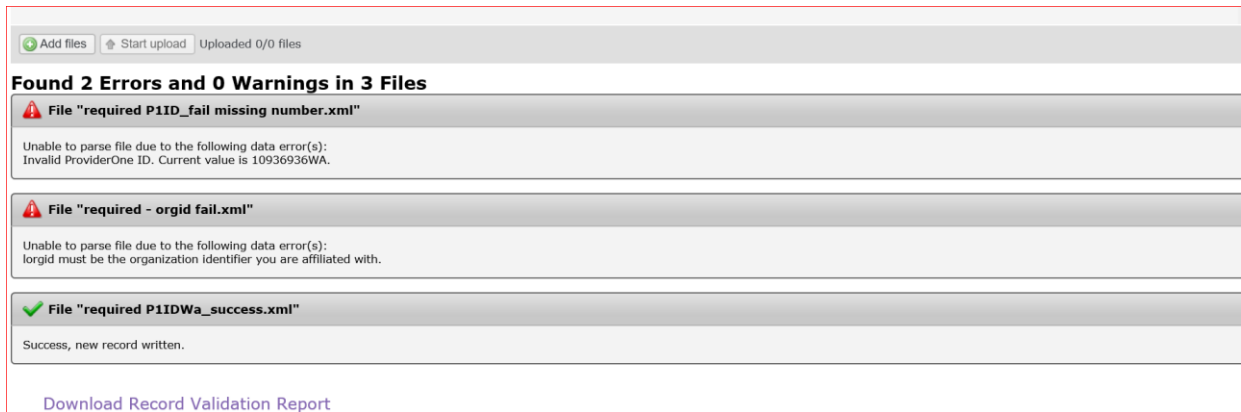
Files selected will appear in the submission window.

Click the Start Upload file button at the bottom of the screen to upload the files into the system.

You may also delete a file and not upload it by clicking on the red circle shown in the last column.



Online response to the status outcome of the files you attempted to upload into OneHealthPort will be displayed

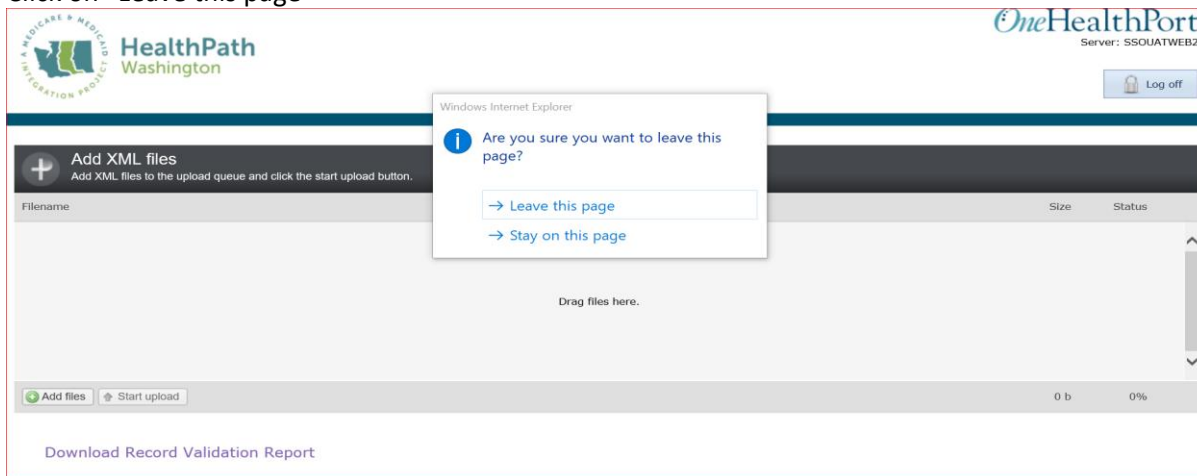


Generating and Downloading Record Validation Report

Click on “Download Record Validation Report” displayed at bottom of the screen. A pop-up window will display with the options:

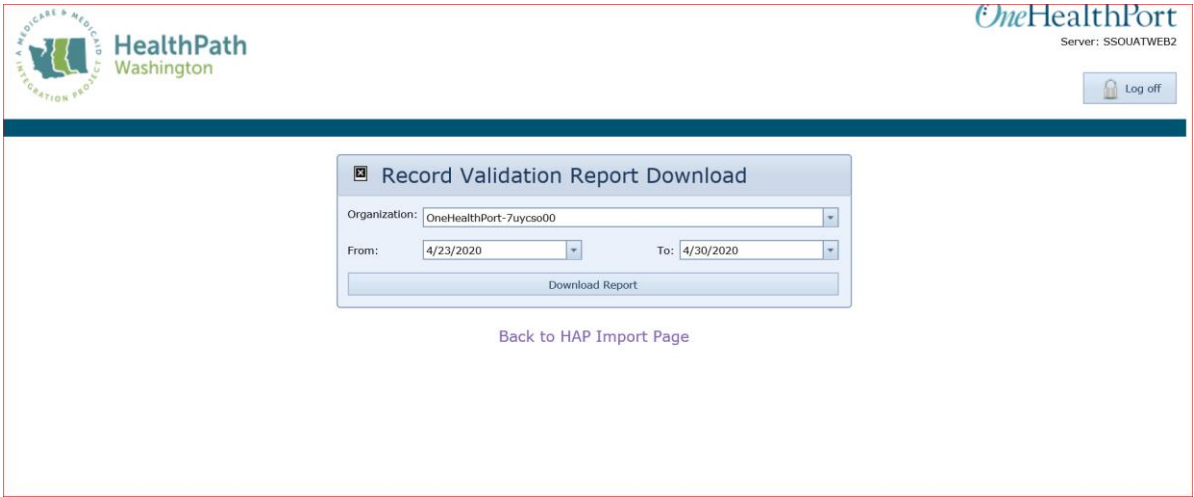
- Leave this page
- Stay on this page.

Click on “Leave this page”



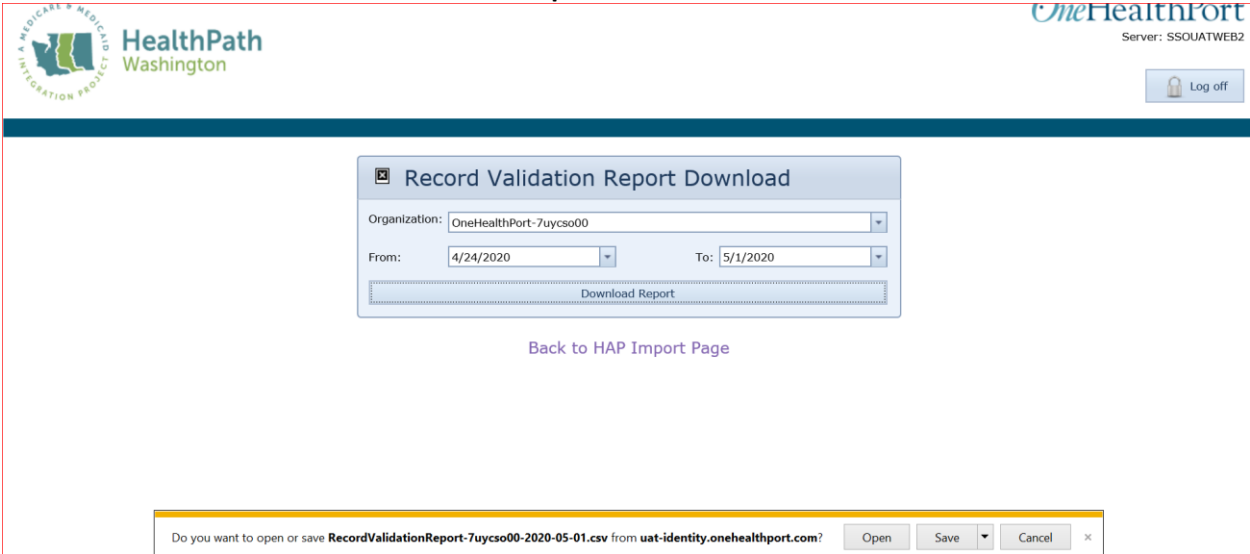
The following pop-up will be displayed asking for:

- Organization Identifier
- HAP submission “From and To Dates”
- Complete these fields
- Click “Download Report” button



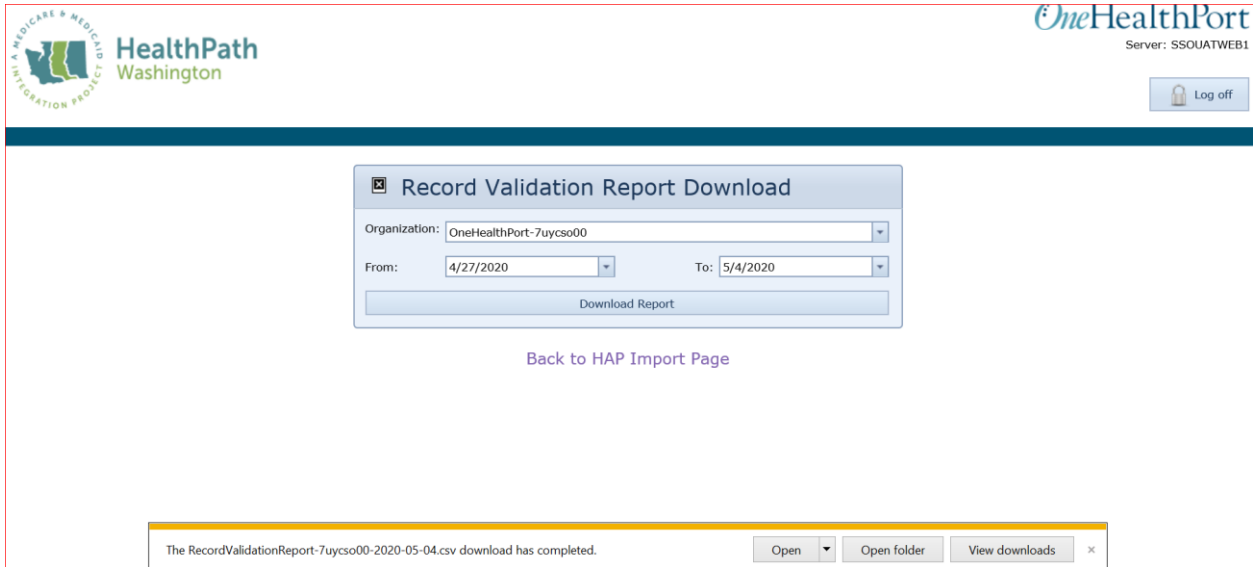
You are provided an option to capture a file containing all HAP files you have attempted to load into the OneHealthPort database. Screen displays may vary dependent on the internet browser you are using. Screen shot examples for both the Internet Explorer and the Chrome browser are provided below.

INTERNET EXPLORER OPTION 1 = Click the “Open” button.

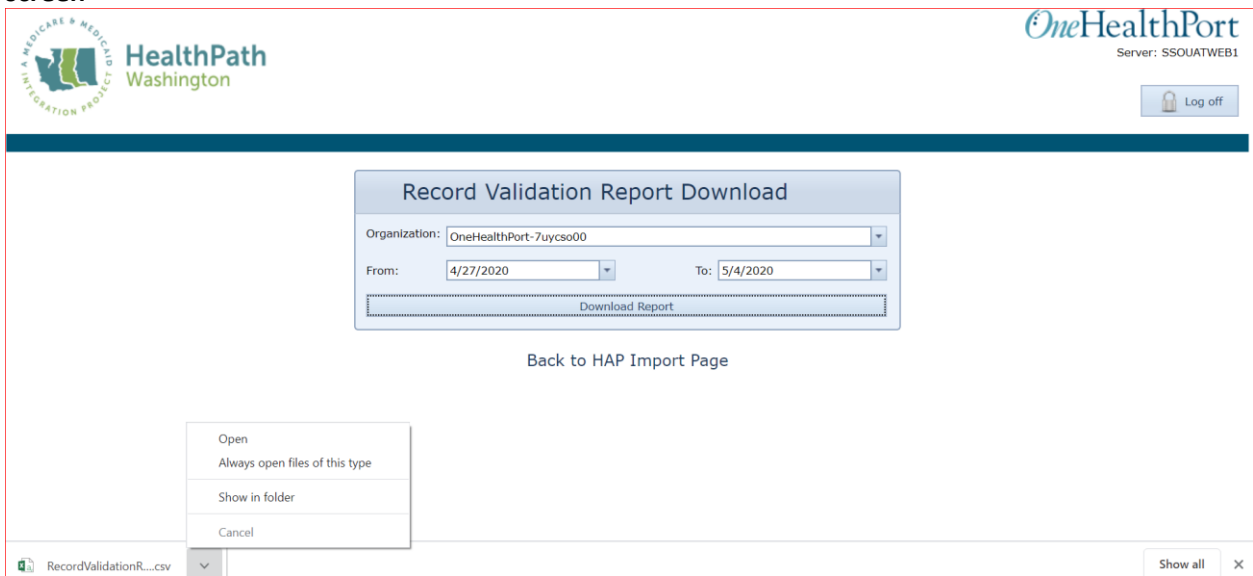


INTERNET EXPLORER OPTION 2= Click on the “Save” button

The application will automatically download your report into your system download folder. The download file will default to CSV format.



CHROME BROWSER OPTION = Click on the option that appears at the pop-up that appears in the lower left of your screen



This will display the “Record Validation Report” in MS-Excel format. This report displays all successful uploads and rejected HAPs attempted during the date range specified in the “Record Validation Report Download” pop-up window.

1	Time Stamp	File Name	ActivityPe	ProviderOne	Clic	Lead Orga	First Name	Last Name	Lead Orga	Care Coor	Care Coor	HAP Begin D.	Date Opted	Validation	Reason
2	4/27/2020 7:04	required activityperiod 2_test_4_27.xml	2	[REDACTED]	WA	7uyco00	DebWTest	initialHAP	OHPTTESTC	Yakima Va	Crooney T	5/16/2019	5/16/2019	Success	
3	4/27/2020 7:39	required activityperiod 1_test_4_27.xml	1	[REDACTED]	WA	7uyco00	DebWTest	initialHAP	OHPTTESTC	Yakima Va	Crooney T	5/16/2019	5/16/2019	Success	
4	4/27/2020 8:24	required activityperiod 6_test_4_27.xml	6	[REDACTED]	WA	7uyco00	DebWTest	initialHAP	OHPTTESTC	Yakima Va	Crooney T	5/16/2019	5/16/2019	Success	
5	5/1/2020 10:07	required P1ID_fail missing number.xml	1	[REDACTED]	A	7uyco00	DebWTest	initialHAP	OHPTTESTC	Yakima Va	Crooney T	5/16/2019	5/16/2019	Reject	Invalid Provi
6	5/1/2020 10:07	required P1IDWa_success.xml	1	[REDACTED]	Wa	7uyco00	DebWTest	initialHAP	OHPTTESTC	Yakima Va	Crooney T	5/16/2019	5/16/2019	Success	

Correct any rejected HAPs for resubmission.

Lead organizations are provided this report to help resolve rejected HAP files for re-submission and to validate acceptance of all HAP files into the system.

6. DEEP DIVE TOPICS

Dive deeper into these topics to help you continue to build your knowledge base and skill set to improve your HAP submission quality and process.

Terms and Acronyms

Terms/Acronyms	Definitions/Explanations
Anniversary Date	Anniversary date is an internal field in the database used to manage the yearly increments for new initial HAPs. It will be set based on the Date Opted In field, and then increment every 365 days. This data element will never be submitted by the lead organizations
Care Coordinator	People identified in a health home network responsible for engaging with clients to improve overall clinical care coordination and establishing a patient-centered HAP
Date Opted In	“Date Opted In” is the date the client agrees to participate in the HAP, signs the consent forms and begins development of the HAP with the Care Coordinator.
DSHS	Department of Social and Health Services
Dual- eligible	Describes a client covered by Medicare and Medicaid government health care plans
HAP	Health Action Plan – provides the documentation of the care plan, goals and progress established between a dual eligible client and their care coordinator, specifically tailored to the patient, their needs and goals. The HAP is required to be submitted electronically by the lead organizations into the HCA database in the XML format described within this guide.
HCA	Health Care Authority
Health Home	Refers to a network of entities engaged in caring for clients in the Washington State Health Home program
Lead Organization	A group of organizations vetted by and contracted with the State of Washington to establish, lead and manage a Health Home
MCO	Managed Care Organization
OHP	OneHealthPort – designated by the state as the Lead Organization for Health Information Exchange (HIE)
XML	Extensible mark-up language defines a set of rules for encoding documents in a format that is both human-readable and machine-readable

XSD	XML Schema Definition, used to express a set of rules to which an XML document must conform in order to be considered 'valid' according to that schema
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7. ACKNOWLEDGEMENT AND ERROR HANDLING PROCESS

Currently the OHP HAP database application does not have the ability to capture symbol/special characters error that may cause a whole file to not be uploaded. An example of an XML parsing error that may appear when a file is unable to load the XML Tools plugin. Error may state as an example “XML Parsing error at line XXX: PCDATA invalid character value XX”.

For file upload issues that need OneHealthPort’s assistance, lead organizations may submit a HIE support request available at this link: [HIE Support Request](#). Please select HIE transaction issue or problem and then describe the problem without including any PHI or PII. If the lead organization needs to submit PII or PHI, please arrange with OneHealthPort through the Support Request link to request a secure email for problem solving.

The current file upload process will display a success, warning or reject status for each file at the time of upload. File loading acknowledgement is also available by generating a Record Validation Report displaying the status of all files submitted based on user-defined record submission date span.

Possible error conditions and the reason for the error are shown below:

Error	Reason for Error	Reference
Please specify a valid HAP xml	File uploaded is not a valid xml format	Section 3 Design Overview – HAP Data Table, Page 14
Version 1.0 is not accepted anymore. Please update to version 2.0	Format of file uploaded does meet current HAP format and content requirements	Section 3 Design Overview – HAP Data Table, Page 14
Unknown version. Version must be specified as 2.0	File uploaded does not have Schema Version specified or uses an invalid Schema Version. Version must be specified as 2.0. <?xml version="1.0" encoding="iso-8859-1"?> <hhhap Version="2.0">	Section 3 Design Overview – HAP Data Table; Document type and version, Page 14
Invalid activityperiod. Activity period must start with 1. All subsequent activity period values will be system generated in database.	Content in the activity period does not contain a value. Other than the initial HAP requirement – subsequent HAPs will be system corrected.	Section 3 Design Overview – HAP Data Table Page 14 Activity Period
There was no previous Hap data present. Please ensure the createtimestamp and the dateoptedin values are correct. If patient is new, the createtimestamp should be within a year of dateoptedin.	The system is expecting a HAP to exist for a period prior to the one being submitted based on the HAP opted in date in the submitted file. Note: If activity period value of 2 is provided, there must already be a record with 1 for the client.	Section 3.3 Business logic for Message Handling
An 8 month HAP activityperiod was selected but no 4 month activityperiod has been entered please ensure the activityperiod and dateoptedin specified are accurate.	The file being processed is identified as an 8 month HAP but no 4 month HAP for the same patient is in the database. Note: If a record with 1 for the client is present then subsequent HAPs will be system	Section 3.3 Business logic for Message Handling

Error	Reason for Error	Reference
	incremented by 1 for the activity period with each new HAP submitted for the client.	
No initial HAP activityperiod has been entered. please ensure the activityperiod and dateoptedin specified are accurate.	The file being processed is identified as a 4 month HAP but no initial HAP for the same patient is in the database. Note: If value of 2 is provided, there must already be a record with 1 for the client. If value of 3 is provided, there must already be a record with 2 for the client.	Section 3.3 Business logic for Message Handling
lorgid must be specified	Leading organization OHP assigned HIE routing ID is a required field and is not present in the submitted file	Section 3 Design Overview – HAP Data Table; Lead Organization Routing ID, Page 15
lorgid must not exceed 64 characters.	Leading organization ID submitted exceeds 64 characters	Section 3 Design Overview – HAP Data Table; Lead Organization Routing ID, Page 15
lorgid must be the organization identifier you are affiliated with.	Individual submitting the file is not affiliated with the lead organization in the OneHealthPort Single- Sign-On application	Section 3 Design Overview – HAP Data Table; Lead Organization Routing ID, Page 15
Invalid value for Managed Care Organization (MCO) code. Current value is [data content in file submitted]	Data content in MCO field is not one of the valid codes from the Managed Care Organization data validation table.	Section 3 Design Overview - Managed Care Validation Table, Page 28
LeadOrganizationName must be specified.	There is no data content in the lead organization name element in the file submission. Lead organization is a required element	Section 3 Design Overview – HAP Data Table; Lead Organization Name, Page 17
lorgname must not exceed 100 characters.	The data content in the lead organization name element exceeded 100 characters and the field size allows for only 100 characters	Section 3 Design Overview – HAP Data Table; Lead Organization Name, Page 17
lorgphone must not contain any decoration such as hyphens or parenthesis and must be 10 digits.	The lead organization phone number element contains special characters which are not allowed	Section 3 Design Overview – HAP Data Table; Lead Organization Phone Number, Page 17
ccorgname must be specified.	There is no data content in the care coordination organization element and the field is required	Section 3 Design Overview – HAP Data Table; Care Coordination Organization, Page 17
ccorgname must not exceed 50 characters.	The data content in the care coordination organization name element exceeded 50 characters and the field size allows for only 50 characters	Section 3 Design Overview – HAP Data Table; Care Coordination Organization, Page 17
ccorgid must not exceed 64 characters.	The data content in the care coordinator organization	Section 3 Design Overview – HAP Data

Error	Reason for Error	Reference
	routing id element exceeded 64 characters and the field size allows for only 64 characters	Table; Care Coordinator Organization Routing ID, Page 17
carecoordinatorname must be specified.	There is no data content in the care coordinator’s name element and the field is required	Section 3 Design Overview – HAP Data Table; Care Coordinator’s Name, Page 17
carecoordinatorname must not exceed 50 characters.	The data content in the care coordinator’s name element exceeded 650 characters and the field size allows for only 50 characters	Section 3 Design Overview – HAP Data Table; Care Coordinator’s Name, Page 17
carecoordinatorphone must be specified.	There is no data content in the care coordinator’s telephone number element and the field is required	Section 3 Design Overview – HAP Data Table; Care Coordinator’s Telephone Number, Page 18
carecoordinatorphone must be 10 characters	The content in the care coordinator’s telephone number element had a character count different than 10. The field must contain 10 characters.	Section 3 Design Overview – HAP Data Table; Care Coordinator’s Telephone Number, Page 18
carecoordinatorphone must not contain any decoration such as hyphens or parenthesis and must be 10 digits.	The care coordinator’s phone number element contains special characters which are not allowed	Section 3 Design Overview – HAP Data Table; Care Coordinator’s Telephone Number, Page 18
Invalid reasoncode specified. Current value is [data content in file submitted]	The reason code in the file submission is not in the reason code validation table.	Section 3 Design Overview – Reason Code Validation Table, Page 29
The clientlongtermgoal value must be specified.	The client long term goal is a required element in the file	Section 3 Design Overview – HAP Data Table; Client’s Long-Term Goal, Page 19
The clientlongtermgoal must not exceed 1500 characters, it is currently [total number of characters in the data content in file submitted] characters long.	The data included in the file submission was greater than 1500 characters	Section 3 Design Overview – HAP Data Table; Client’s Long-Term Goal, Page 19
clientintroduction must be specified.	The client introduction is a required element in the file	Section 3 Design Overview – HAP Data Table; Client Introduction, Page 19
The clientintroduction must not exceed 1500 characters, it is currently [total number of characters in the data content in file submitted] characters long.	The data included in the file submission was greater than 1500 characters	Section 3 Design Overview – HAP Data Table; Client Introduction, Page 19
The clientdiagnosis section is missing or improperly specified.	The format of the client diagnosis section in the file submission was incorrect	Section 3 Design Overview – HAP Data Table; Client Diagnosis, Page 20
At least one problem list item must be specified.	The problem list is a required element in the file	Section 3 Design Overview – HAP Data Table; Problem List, Page 19
Each problemlist item must not exceed 140 characters, one contains [total number of characters in the data content in file submitted] characters.	The file submission included a problem description exceeding 140 characters	Section 3 Design Overview – HAP Data Table; Problem List, Page 19

Error	Reason for Error	Reference
Each diagnosis item must not exceed 140 characters, one contains [total number of characters in the data content in file submitted] characters.	The file submission included a diagnosis description exceeding 140 characters	Section 3 Design Overview – HAP Data Table; Client Diagnosis, Page 20
The optionalscreenings section is missing or improperly specified.	The optional screenings element is required in the xml file	Section 3 Design Overview – HAP Data Table; Optional Screenings, Page 21
The dast range is between 0 and 10. Current value is [data content in file submitted]	The value in the DAST element is not in the range 0 - 10	Section 3 Design Overview – HAP Data Table; DAST, Page 22
The gad7 range is between 0 and 21. Current value is [data content in file submitted]	The value in the GAD-7 element is not in the range 0 - 21	Section 3 Design Overview – HAP Data Table; GAD-7, Page 23
Invalid painscaleassessmenttype of [data content in file submitted] was specified	The pain scale assessment type in the file was not in the pain scale assessment type validation table	Section 3 Design Overview – Pain Scale Assessment Type Table, Page 29
The painscalescore range is between 0 and 10. Current value is [data content in file submitted]	The value in the pain scale score element is not in the range 0 - 10	Section 3 Design Overview – HAP Data Table; Pain Scale Score, Page 23
The painscalescore was specified, but painscaleassessmenttype was not.	When a pain scale score is included in the file submission, the pain scale assessment type element is required.	Section 3 Design Overview – Pain Scale Assessment Type Table, Page 29
The painscaleassessmenttype was specified, but painscalescore was not.	When a pain scale assessment type is included in the file submission, the pain scale score element is required.	Section 3 Design Overview – HAP Data Table; Pain Scale Score, Page 23
The fallrisk range is between 0 and 11. Current value is [data content in file submitted]	The value in the fall risk score element is not in the range 0 - 11	Section 3 Design Overview – HAP Data Table; Fall Risk, Page 23
audit is no longer used. Please use auditscore instead.	The file submission contains a deprecated field that is no longer supported	Section 3 Design Overview – HAP Data Table; AUDIT Score Page 22 and AUDIT, Page 22
auditref is no longer used. Please use auditscore instead.	The file submission contains a deprecated field that is no longer supported	Section 3 Design Overview – HAP Data Table; AUDIT Score Page 22 and AUDIT Referral, Page 22
Invalid auditscore. The value should be in the range of 0 - 40. Current value is [data content in file submitted]	The value in the audit score element is not in the range 0 - 40	Section 3 Design Overview – HAP Data Table; AUDIT Score, Page 22
If phq9 has couldnotcollect set to true, comment attribute is required.	The file shows the PHQ-9 score could not be collected but no comment with the reason was included. When the score cannot be collected a reason is required.	Section 3 Design Overview – HAP Data Table; PHQ-9, Page 20 and Unable to collect data...Pages 11-12
If katzadl has couldnotcollect set to true, comment attribute is required.	The file shows the KATZ ADL score could not be collected but no comment with the reason was included. When the score cannot be collected a reason is required.	Section 3 Design Overview – HAP Data Table; KATZ ADL, Page 21 and Unable to collect data...Pages 11-12

Error	Reason for Error	Reference
If bmi has couldnotcollect set to true, comment attribute is required.	The file shows the BMI score could not be collected but no comment with the reason was included. When the score cannot be collected a reason is required.	Section 3 Design Overview – HAP Data Table; BMI, Page 21 and Unable to collect data...Pages 11-12
If psc17 has couldnotcollect set to true, comment attribute is required.	The file shows the PSC-17 score could not be collected but no comment with the reason was included. When the score cannot be collected a reason is required.	Section 3 Design Overview – HAP Data Table; PSC-17, Page 21 and Unable to collect data...Pages 11-12
Phq9 comment should be at least 4 characters. Current length is [total number of characters in the data content in file submitted]	The file shows the PHQ-9 comment field has less than 4 characters. The comment requires 4 to 255 characters.	Section 3 Design Overview – HAP Data Table; PHQ-9, Page 20 and Unable to collect data...Pages 11-12
katzadl comment should be at least 4 characters. Current length is [total number of characters in the data content in file submitted]	The file shows the KATZ ADL comment field has less than 4 characters. The comment requires 4 to 255 characters.	Section 3 Design Overview – HAP Data Table; KATZ ADL, Page 21 and Unable to collect data...Pages 11-12
bmi comment should be at least 4 characters. Current length is [total number of characters in the data content in file submitted]	The file shows the BMI comment field has less than 4 characters. The comment requires 4 to 255 characters.	Section 3 Design Overview – HAP Data Table; BMI, Page 21 and Unable to collect data...Pages 11-12
Psc17 comment should be at least 4 characters. Current length is [total number of characters in the data content in file submitted]	The file shows the PSC-17 comment field has less than 4 characters. The comment requires 4 to 255 characters.	Section 3 Design Overview – HAP Data Table; PSC-17, Page 22 and Unable to collect data...Pages 11-12
Phq9 comment should not be longer than 255 characters. Current length is [total number of characters in the data content in file submitted]	The file shows the PHQ-9 comment field has more than 255 characters. The comment requires 4 to 255 characters.	Section 3 Design Overview – HAP Data Table; PHQ-9, Page 20 and Unable to collect data...Pages 11-12
katzadl comment should not be longer than 255 characters. Current length is [total number of characters in the data content in file submitted]	The file shows the KATZ ADL comment field has more than 255 characters. The comment requires 4 to 255 characters.	Section 3 Design Overview – HAP Data Table; KATZ ADL, Page 21 and Unable to collect data...Pages 11-12
bmi comment should not be longer than 255 characters. Current length is [total number of characters in the data content in file submitted]	The file shows the BMI comment field has more than 255 characters. The comment requires 4 to 255 characters.	Section 3 Design Overview – HAP Data Table; BMI, Page 21 and Unable to collect data...Pages 11-12
Psc17 comment should not be longer than 255 characters. Current length is [total number of characters in the data content in file submitted]	The file shows the PSC-17 comment field has more than 255 characters. The comment requires 4 to 255 characters.	Section 3 Design Overview – HAP Data Table; PSC-17, Page 22 and Unable to collect data...Pages 11-12
Phq9 has comment while couldnotcollect is not set to true.	When a PHQ-9 comment is present, the could not collect attribute must equal TRUE	Section 3 Design Overview – HAP Data Table; PHQ-9, Page 20 and Unable to collect data...Pages 11-12
katzadl has comment while couldnotcollect is not set to true.	When a KATZ ADL comment is present, the could not collect attribute must equal TRUE	Section 3 Design Overview – HAP Data Table; KATZ ADL, Page 21 and Unable to collect data...Pages 11-12

Error	Reason for Error	Reference
bmi has comment while couldnotcollect is not set to true.	When a BMI comment is present, the could not collect attribute must equal TRUE	Section 3 Design Overview – HAP Data Table; BMI, Page 21 and Unable to collect data...Pages 11-12
Psc17 has comment while couldnotcollect is not set to true.	When a PSC-17 comment is present, the could not collect attribute must equal TRUE	Section 3 Design Overview – HAP Data Table; PSC-17, Page 22 and Unable to collect data...Pages 11-12
createtimestamp is required and it should be a valid date in the universal time format of YYYY-MM-DDThh:mm:ssZ. Current value is [data content in file submitted]	The time stamp for file creation is either missing or is not correctly formatted	Section 3 Design Overview – HAP Data Table; Time stamp for file creation, Page 14
The createtimestamp cannot be less than 7/1/2013. It's current value is [data content in file submitted]	The HAP transaction did not exist prior to 7/1/2013. The time stamp for file creation must be a date of 7/1/2013 through the date file submission	Section 3 Design Overview – HAP Data Table; Time stamp for file creation, Page 14
The createtimestamp cannot be greater than {TODAY'S DATE}. It's current value is [data content in file submitted]	The HAP transaction create time stamp cannot be a date later than the day of the file submission	Section 3 Design Overview – HAP Data Table; Time stamp for file creation, Page 14
Exception Validating Activity Period Please Contact Support	Occurs when the application cannot read the activity period section and a generic error occurred. If this error is encountered, contact OneHealthPort and send the file in a secure message.	<p>For file upload issues that need OneHealthPort's assist, lead organizations may submit a HIE support request using the form displayed at this link: HIE Support Request.</p> <p>Please select HIE transaction issue or error problem and then describe the problem without including any PHI or PII. If the lead organization needs to submit PII or PHI, please arrange with OHP through the form link to respond via secure email for problem solving.</p>
Exception Validating Lead Organization Please Contact Support	Occurs when the application cannot read the LORG section and a generic error occurred. If this error is encountered, contact OneHealthPort and send the file in a secure message.	
Exception Validating Health Home Organization Please Contact Support	Occurs when the application cannot read the Health Home Organization section and a generic error occurred. If this error is encountered, contact OneHealthPort and send the file in a secure message.	
Exception Validating Dates Please Contact Support	Occurs when the application cannot read the date information and a generic error occurred. If this error is encountered, contact OneHealthPort and send the file in a secure message.	
Exception Validating Client Information Please Contact Support	Occurs when the application cannot read the Client Information section and a generic error occurred. If this error is encountered, contact	

Error	Reason for Error	Reference
	OneHealthPort and send the file in a secure message.	
Exception Validating Client Diagnosis Please Contact Support	Occurs when the application cannot read the Client Diagnosis section and a generic error occurred. If this error is encountered, contact OneHealthPort and send the file in a secure message.	
Exception Validating Required Screenings Please Contact Support	Occurs when the application cannot read the required screenings section and a generic error occurred. If this error is encountered, contact OneHealthPort and send the file in a secure message.	
Exception Validating Optional Screening Please Contact Support	Occurs when the application cannot read the optional screenings section and a generic error occurred. If this error is encountered, contact OneHealthPort and send the file in a secure message.	
Exception Validating Activation Measures Please Contact Support	Occurs when the application cannot read the activation measures section and a generic error occurred. If this error is encountered, contact OneHealthPort and send the file in a secure message.	
Exception Validating Goals Actions Please Contact Support	Occurs when the application cannot read the Goals Actions section and a generic error occurred. If this error is encountered, contact OneHealthPort and send the file in a secure message.	
comment should be at least 4 characters. Current length is [total number of characters in the data content in file submitted]	When the comment element contains data, it must have a minimum of 4 characters	Section 3 Design Overview – HAP Data Table; Comment, Page 16
comment should not be longer than 255 characters. Current length is [total number of characters in the data content in file submitted]	When the comment element contains data, the maximum number of characters allowed is 255	Section 3 Design Overview – HAP Data Table; Comment, Page 16
fn (first name) must be specified	Client’s first name is a required field	Section 3 Design Overview – HAP Data Table; Client’s First Name, Page 16
ln (last name) must be specified.	Client’s last name is a required field	Section 3 Design Overview – HAP Data Table; Client’s Last Name, Page 16
ln (last name) must not exceed 40 characters.	Data entered for Client’s last name cannot exceed 40 characters	Section 3 Design Overview – HAP Data Table; Client’s Last Name, Page 16

Error	Reason for Error	Reference
dob (date of birth) is required and it should be a valid date in the form of YYYY-MM-DD. Current value is [data content in file submitted]	Date of Birth is a required field and must be correctly formatted in accordance with the specification.	Section 3 Design Overview – HAP Data Table; Client’s Last Name, Page 16
dob (date of birth) cannot be greater than or equal to today.	Client’s birthdate cannot equal the date of file submission or any date later than the date of file submission	Section 3 Design Overview – HAP Data Table; Date of Birth, Page 16
dob cannot be greater than the createtimestamp date.	Client’s birthdate cannot be after the date of the file submission	Section 3 Design Overview – HAP Data Table; Date of Birth, Page 16
gender is required and should be 'F', 'M', 'U' or 'O'. Current value = [data content in file submitted]	Gender is a required field and must contain valid content as defined in the specification	Section 3 Design Overview – HAP Data Table; Gender, Page 16
provideroneid must be specified.	The Provider One identifier is a required field	Section 3 Design Overview – HAP Data Table; ProviderOne Client ID, Page 16
provideroneid must end with WA.	The Provider One identifier must end with WA as the last two characters in the identifier	Section 3 Design Overview – HAP Data Table; ProviderOne Client ID, Page 16
provideroneid cannot be greater than 11 characters.	The maximum total number of characters allowed for a Provider One identifier is 11	Section 3 Design Overview – HAP Data Table; ProviderOne Client ID, Page 16
hapbegindate must be specified.	The HAP begin date is a required field	Section 3 Design Overview – HAP Data Table; HAP Begin Date, Page 18
hapbegindate cannot be less than 7/1/2013, it is currently set to [data content in file submitted]	The HAP transaction did not exist prior to 7/1/2013. No HAP begin date prior to 7/1/2013 is allowable	Section 3 Design Overview – HAP Data Table; HAP Begin Date, Page 18
hapbegindate cannot be greater than {TODAY'S DATE}, it is currently set to [data content in file submitted]	The HAP begin date cannot be greater than the date the file is being submitted.	Section 3 Design Overview – HAP Data Table; HAP Begin Date, Page 18
The hapbegindate [data content in file submitted] cannot be greater than the hapenddate [data content in file submitted]	The HAP begin date must be prior to the HAP end date	Section 3 Design Overview – HAP Data Table; HAP Begin Date, Page 18
The hapenddate [data content in file submitted] cannot be greater than one year from the hapbegindate [data content in file submitted]	The HAP end date cannot be greater than one year from the HAP begin date	Section 3 Design Overview – HAP Data Table; HAP End Date, Page 18

Error	Reason for Error	Reference
A dateoptedin value must be specified.	The date opted in is required	Section 3 Design Overview – HAP Data Table; Date Opted In, Page 18
The dateoptedin value cannot be less than 7/1/2013, it is currently set to [data content in file submitted]	The HAP transaction did not exist prior to 7/1/2013. No date opted in prior to 7/1/2013 is allowable.	Section 3 Design Overview – HAP Data Table; Date Opted In, Page 18
The dateoptedin value cannot be greater than {TODAY'S DATE}, it is currently set to [data content in file submitted]	The HAP date opted in cannot be greater than the date the file is being submitted.	Section 3 Design Overview – HAP Data Table; Date Opted In, Page 18
The requiredscreenings section is missing or improperly specified.	The required screening section is required in the HAP xml file	Section 3 Design Overview – HAP Data Table; Required Screenings, Page 19
The phq9 cannot be specified if the age is less than 18 years. The current age is set to [data content in file submitted] years	The PHQ-9 data should not be valued when a client is less than 18 years of age	Section 3 Design Overview – HAP Data Table; PHQ-9, Page 20 and Unable to collect data...Pages 11-12
The phq9 cannot have couldnotcollect set to true if the age is less than 18 years. The current age is [data content in file submitted] years	The PHQ-9 data should not be valued when a client is less than 18 years of age	Section 3 Design Overview – HAP Data Table; PHQ-9, Page 20 and Unable to collect data...Pages 11-12
Value of phq9 cannot have value when couldnotcollect is set to true.	The PHQ-9 data should not be valued when the could not collect attribute is true.	Section 3 Design Overview – HAP Data Table; PHQ-9, Page 20 and Unable to collect data...Pages 11-12
The phq9 value must be specified if age is 18 or older.	The PHQ-9 data is required when the client is 18 or older	Section 3 Design Overview – HAP Data Table; PHQ-9, Page 20 and Unable to collect data...Pages 11-12
The phq9 should be in the range between 0 and 27. Current value is [data content in file submitted]	The score range for the PHQ-9 must be between 0 and 27	Section 3 Design Overview – HAP Data Table; PHQ-9, Page 20
The current age is [data content in file submitted] years.		Section 3 Design Overview – Business Logic for age calculation, Page 9

Error	Reason for Error	Reference
The bmi range is between 0.0 and 125.9m. Current value is [data content in file submitted]	The score range for the BMI must be between 0.0 and 125.9	Section 3 Design Overview – HAP Data Table; BMI, Page 21
psc17 should only be specified if age is in the range of 4 - 17 years. Current age is [data content in file submitted] years	The client age in the file submission is less than 4 or greater than 17 years. If client is less than 4 years old or more than 17 years of age, PSC 17 data is not accepted.	Section 3 Design Overview – HAP Data Table; PSC-17, Page 21 and Unable to collect data...Pages 11-12
psc17 cannot have couldnotcollect set to true if age is in the range of 4 - 17 years. Current age is [data content in file submitted] years.	The PSC-17 could not collect attribute cannot be true when a client age is less than 4 years or greater than 17 years	Section 3 Design Overview – HAP Data Table; PSC-17, Page 21 and Unable to collect data...Pages 11-12
Value of psc17 cannot have value when couldnotcollect is set to true.	The PSC-17 data should not be valued when the could not collect attribute is true.	Section 3 Design Overview – HAP Data Table; PSC-17, Page 21 and Unable to collect data...Pages 11-12
psc17 should be specified if age is between 4 and 17 years. Current age is [data content in file submitted] years.	PSC-17 data is required for clients 4 - 17 years.	Section 3 Design Overview – HAP Data Table; PSC-17, Page 21
psc17 is invalid. It should be in the range 0 - 34. Current psc17 value is [data content in file submitted]	The score range for the PSC-17 must be between 0 and 34	Section 3 Design Overview – HAP Data Table; PSC-17, Page 21
The activation measures section is missing or improperly specified.	Activation measures is a required element in the xml file submitted	Section 3 Design Overview; HAP Data Table; Activation Measures, Page 24
If age is 18 years or more, pam and/or cam must be set to 1. Current value of pam is [data content in file submitted] and current value of cam = [data content in file submitted]. Age is [data content in file submitted] years	Neither the PAM or CAM scores shows with a value of 1 when the client in the file submission is 18 years or older	Section 3 Design Overview – Pages 11-13 and HAP Data Table; PAM/CAM.., Pages 24-25
If age is 18 years or more, ppam should not have a value other than 0. Current age is [data content in file submitted] years.	When the client age is greater than 18 years, a PPAM is not accepted	Section 3 Design Overview – Pages 11-13 and HAP Data Table; PPAM, Page 26
If age is 18 years or more, ppam should not have couldnotcollect set to true. Current age is [data content in file submitted] years.	When the client age is greater than 18 years, a PPAM is not accepted and no PPAM attributes should be included in file submission	Section 3 Design Overview – Pages 11-13 and HAP Data Table; PPAM, Page 26
If age is less than 18 years, ppam must be set to 1. Current ppam is [data content in file submitted]and current age is [data content in file submitted] years.	PPAM is required when client is less than 18 years.	Section 3 Design Overview – Pages 11-13 and HAP Data Table; PPAM, Page 26

Error	Reason for Error	Reference
If age is less than 18 years, cam should not have a value other than 0. Current age is [data content in file submitted] years.	CAM is not accepted when client is less than 18 years	Section 3 Design Overview – Pages 11-13 and HAP Data Table; PAM/CAM.., Pages 24-25
If age is less than 18 years, cam should not have couldnotcollect set to true. Current age is [data content in file submitted] years.	The CAM could not collect attribute cannot be true when a client age is less than 18 years	Section 3 Design Overview – Pages 11-13 and HAP Data Table; PAM/CAM.., Pages 24-25
At least one of PAM, CAM or PPAM should be true.	The file did not contain a PAM, CAM or PPAM element set to 1. At least one of these should be included in the file, relative to the age of the client, even if data could not be collected	Section 3 Design Overview – Pages 11-13 and HAP Data Table; PAM/CAM/PPAM.., Pages 24-26
The value of activation measure name [data content in file submitted] can be pam, cam, ppam	The activation measure in the file submission was something other than PAM, CAM, or PPAM	Section 3 Design Overview – Pages 11-13 and HAP Data Table; PAM/CAM/PPAM.., Pages 24-26
The value of activation measure name [data content in file submitted] is set to value [data content in file submitted] but couldnotcollect is set to true at the same time.	When the PAM, CAM, or PPAM activation measure score has a value, the couldnotcollect attribute cannot be set to true.	Section 3 Design Overview – Pages 11-13 and HAP Data Table; PAM/CAM/PPAM.., Pages 24-26
The value of activation measure name [data content in file submitted] is invalid. It should either be 1, 0. Current value is [data content in file submitted]	The content for the PAM, CAM or PPAM must be 1 (yes) or 0 (no). The date in the file submission is something other than 0 or 1.	Section 3 Design Overview – Pages 11-13 and HAP Data Table; PAM/CAM/PPAM.., Pages 24-26
The value of activation measure name [data content in file submitted] was true but activation measure name surveydate [data content in file submitted] was not specified or is not a valid date.	A correctly formatted date for the PAM, CAM or PPAM survey date element is required when the activation measure is set to 1	Section 3 Design Overview – Pages 11-13 and HAP Data Table; PAM/CAM/PPAM.., Pages 24-26
The activation measure name [data content in file submitted] surveydate cannot be less than 7/1/2013, it is currently set to [data content in file submitted]	The PAM, CAM or PPAM survey date element must be a date of 7/1/2013 or later.	Section 3 Design Overview – Pages 11-13 and HAP Data Table; PAM/CAM/PPAM.., Pages 24-26
The activation measure name [data content in file submitted] surveydate cannot be greater than [today's date], it is currently set to [data content in file submitted]	The PAM, CAM or PPAM survey date element must be a date earlier than the day the file submission is made.	Section 3 Design Overview – Pages 11-13 and HAP Data Table; PAM/CAM/PPAM.., Pages 24-26

Error	Reason for Error	Reference
The value of activation measure name [data content in file submitted] was true but activation measure name [data content in file submitted] score was either not specified or is invalid.	The file submission contained activation measure without including a score, or the score was not in the range specified for the measure.	Section 3 Design Overview – Pages 11-13 and HAP Data Table; PAM/CAM/PPAM., Pages 24 -26
The activation measure name [data content in file submitted] score cannot be greater than 100, it is currently set to [data content in file submitted].	The PAM, CAM or PPAM score contained a value greater than 100	Section 3 Design Overview – Pages 11-13 and HAP Data Table; PAM Score, Page 24 and CAM Score, Page 25 or PPAM Score, Page 26
Data for [PAM, CAM or PPAM] was set to false (0) but [PAM, CAM or PPAM] survey date contains a value.	The PAM, CAM, or PPAM survey date contained a value, but the activation measure was not set to true	Section 3 Design Overview – Pages 11-13 and HAP Data Table; PAM/CAM/PPAM., Pages 24 -26
Data for [PAM, CAM or PPAM] was set to false (0) but [PAM, CAM or PPAM] score contains a value.	The PAM, CAM, or PPAM score contained a value, but the activation measure was not set to true	Section 3 Design Overview – Pages 11-13 and HAP Data Table; PAM/CAM/PPAM., Pages 24 -26
At least one goal must be specified or the goals action section is missing or improperly specified.	The goals/actions section of the xml file must be present and the format must conform to the specification	Section 3 Design Overview – HAP Data Table; Goal, Page 26-27
A goals action section was specified, but a goals section is missing or improperly specified.	The file submission contained a goalsactions element (<goalsactions></goalsactions>) but did not contain other required content or the content sent did not conform to the specification	Section 3 Design Overview – HAP Data Table; Goal, Page 26-27
A goal section was specified, but no data was supplied.	The file submission contained a goalsactions element (<goalsactions></goalsactions>) but did not contain required content	Section 3 Design Overview – HAP Data Table; Goal, Page 26-27
A shorttermgoal must be specified.	The short term goal element is required in the HAP file	Section 3 Design Overview – HAP Data Table; Short-Term Goal, Page 27

Error	Reason for Error	Reference
A shorttermgoal must not exceed 200 characters, it is currently [total of characters in data content submitted] characters long.	The character count in the short term goal exceeded 200 characters. The field size is limited to 200 characters.	Section 3 Design Overview – HAP Data Table; Short-Term Goal, Page 27
A goalstartdate must be specified.	The goal start date element is required in the HAP file	Section 3 Design Overview – HAP Data Table; Goal Start Date, Page 27
A goalstartdate cannot be less than 7/1/2013, it is currently set to [date contained in file submitted]	The goal start date element must be a date later than 7/1/2013	Section 3 Design Overview – HAP Data Table; Goal Start Date, Page 27
A goalstartdate cannot be greater than [today's date], it is currently set to [date contained in file submitted]	The goal start date element must be a date earlier than the date the file submission is made	Section 3 Design Overview – HAP Data Table; Goal Start Date, Page 27
A goalenddate [data content in file submitted] cannot be less than goalstartdate [data content in file submitted].	The goal end date element must be a date later than the goal start date	Section 3 Design Overview – HAP Data Table; Goal End Date, Page 27
A goalenddate cannot be greater than [today's date], it is currently set to [data content in file submitted].	The goal end date element must NOT be a date later than the date the file submission is made	Section 3 Design Overview – HAP Data Table; Goal End Date, Page 27
A shorttermgoaloutcome was specified but goalenddate was not.	A short term goal outcome element is required when the short term goal end date is valued	Section 3 Design Overview – HAP Data Table; Goal End Date, Page 27 and Outcome Assessment Table, Page 28
An invalid shorttermgoaloutcome was specified, [value in file submitted] is not valid.	The short term goal outcome assessment value must be 1, 2, 3, or 4 as defined in the Outcome Assessment validation table.	Section 3 Design Overview – HAP Data Table; Goal End Date, Page 26 and Outcome Assessment Table, Page 29
At least one actionstep must be specified for each goal.	One or more action step element must be included in the HAP file for every goal	Section 3 Design Overview – HAP Data Table; Action Steps, Page 27-28

Error	Reason for Error	Reference
A goal section was specified, but no actionsteps were defined.	Action steps is a required element in the file submission.	Section 3 Design Overview – HAP Data Table; Action Steps, Page 27-28
An actionstep was specified without a description.	A step description is required	Section 3 Design Overview – HAP Data Table; Action Steps and Description, Pages 27-28
An actionstep description exceeds 200 characters, it is currently [total of characters in data content submitted] characters long.	The step description included in the file exceeds 200 characters. The maximum character count allowed is 200.	Section 3 Design Overview – HAP Data Table; Description, Page 28
An actionstep was specified without a startactiondate.	The step requires a start action date element	Section 3 Design Overview – HAP Data Table; Start Action Date, Page 28
An actionstep startactiondate cannot be less than 7/1/2013, it is currently set to [data content in file submitted]	The step start action date included in the file is prior to 7/1/2013.	Section 3 Design Overview – HAP Data Table; Start Action Date, Page 28
An actionstep startactiondate cannot be greater than [today's date], it is currently set to [data content in file submitted]	The step start action date must not be later than the date the file is being submitted	Section 3 Design Overview – HAP Data Table; Start Action Date, Page 28
An actionstep actioncompletiondate [data content in file submitted] cannot be less than actionstep startactiondate [data content in file submitted]	The date of action completion date cannot precede the start action date.	Section 3 Design Overview – HAP Data Table; Action Completion Date, Page 28
An actionstep actioncompletiondate cannot be greater than [today's date] it is currently set to [data content in file submitted]	The date of action completion cannot be a date later than the date the file is being submitted	Section 3 Design Overview – HAP Data Table; Action Completion Date, Page 28
An actionstep actionoutcome was specified but an actionstep actioncompletiondate was not.	An action outcome element is required with the file includes an action completion date.	Section 3 Design Overview – HAP Data Table; Action Outcome Assessment, Page 28 and Outcome Assessment Table, Page 29
An invalid actionstep actionoutcome was specified.	The action outcome assessment value must be 1, 2, 3, or 4 as defined in the Outcome Assessment validation table.	Section 3 Design Overview – HAP Data Table; Action Outcome Assessment, Page 28 and Outcome Assessment Table, Page 29