

How to upload a file

- Find your facility and quarter you wish to upload on your Dashboard.
- Make sure you are choosing the correct Data Type as well
- Click the open option.
- You can filter your facilities at the top with the filter icon in each tab.
- Your Certification Status will be Initial due, until you upload your file for the First time.

Needs Attention

	AHCA#	Facility Name	Data Type	Year	Quarter	Certification Status	Initial Due	Certification Due
Open	100006	ORLANDO HEALTH ORLANDO REGIONAL MEDICAL CENTER	Outpatient	2022	2	Initial Due	09/10/2022	11/30/2022
Open	236	BRADENTON SURGERY CENTER	Outpatient	2022	2	Initial Due	09/10/2022	11/30/2022
Open	14960841	COMPREHENSIVE SURGERY CENTER	Outpatient	2022	2	Initial Due	09/10/2022	11/30/2022
Open	100006	ORLANDO HEALTH ORLANDO REGIONAL MEDICAL CENTER	Inpatient	2022	2	Initial Due	09/01/2022	11/30/2022
Open	100006	ORLANDO HEALTH ORLANDO REGIONAL MEDICAL CENTER	Outpatient	2021	4	Initial Due	03/10/2022	05/31/2022

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Upload Data

- Click on Browse an xml file
- Choose the file and choose upload file
- You will receive an email stating your file is ready for review.

Upload Data

Note: Make sure you upload the correct datatype, reporting year and reporting quarter for this upload.

Select a file to upload

Browse an xml file

- Carry Forward Exception/Verification Approvals
 Start fresh without carry forward for submission

Upload File

Upload Data

File uploaded successfully.

Note: Make sure you upload the correct datatype, reporting year and reporting quarter for this upload.

Select a file to upload

Browse an xml file

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Upload File

Your file is accepted and will be processed in the next batch. File processing times can vary based on the volume and the size of the files received at that time. An email will be sent when the file is successfully processed.

If your file does not upload successfully, you will see either a XSD or a Schema Error message, with a description of the reason.

XSD Error

These are usually limited to header incorrect information or facility has selected the wrong facility type (AS/PD) and/or quarter selection

Upload Data



Schema Type in the xml file is not valid

Note: Make sure you upload the correct datatype, reporting year and reporting quarter for this upload.

Select a file to upload

Browse an xml file

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 20213100006PDHEADERVR-06.xml 
13.06 KB

Upload File

Schema Errors

Schema errors are generally errors due to incorrect element format. Schema Error report can be exported to excel for convenience.

Review Data Guide for format specifications.



Upload Data

Note: Make sure you upload the correct datatype, reporting year and reporting quarter for this upload.

Select a file to upload

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File not accepted - Schema Errors : Please fix the below errors related to schema and then upload the file. Only when the schema issues are resolved the next set of rules will be applied.

<input checked="" type="checkbox"/> Export to Excel 
Description 
Line 56 :The 'TOTAL_CHARGES' element is invalid - The value '00009127' is invalid according to its datatype 'ChargeType' - The Pattern constraint failed.
Line 102 :The 'TOTAL_CHARGES' element is invalid - The value '00003525' is invalid according to its datatype 'ChargeType' - The Pattern constraint failed.
Line 151 :The 'TOTAL_CHARGES' element is invalid - The value '00008123' is invalid according to its datatype 'ChargeType' - The Pattern constraint failed.
Line 193 :The 'TOTAL_CHARGES' element is invalid - The value '00002692' is invalid according to its datatype 'ChargeType' - The Pattern constraint failed.

File Ready for Review

Once your file **validation is completed and ready for your review**, your Dashboard status display changes to Facility Review

ClientType: HOSPITAL DataType: Inpatient Reporting Year: 2021 Reporting Quarter: 4 Certification Status: **Facility Review** Assigned Analyst: Nancy Tamariz

