

## Capitation/Bulk Settlement Format

The ITS capitation/bulk settlement format (CBF) is the standard dataset used to convey billing/settlements between Plans. The CBF, in conveying these data, can function as an inter-Plan electronic reimbursement vehicle because the Par Plan often makes payments on behalf of the Control Plan. The following types of reimbursement data can be transmitted via CBF:

- Capitation Billing
- Bulk Settlement Summary
- Bulk Settlement Detail
- Generic Payments

Like other standard ITS formats, the ITS CBF is a set of 255-byte records that Plans combine to form a single transaction.

### Capitation/Bulk Settlement Format Process Options

This section describes the types of reimbursement transmitted via the CBF. The type of reimbursement/payment is indicated by the type of CFA reimbursement; the record requirement will depend on this indicator. Valid values for type of CFA reimbursement are as follows:

- Capitated settlement
- Bulk payment summary
- Generic payment

Capitated settlement/billing – Billing for capitation payments the Par Plan makes to its providers for members covered by the Control Plan. This includes the Par Plan allowance (per member per month) used for BlueCard POS. Membership transmitted to Par Plan is required for this method.

Bulk payment/settlement summary – Billing from the Par Plan that cannot be attributed to a particular member, contract or claim. It will also be used to support Payment Innovation when a Home Plan is responsible for a portion of a provider's incentive or gain-sharing payment that can be attributed to their members. The Host Plan will create the bulk summary payment CBF,

Generic payments – One-way payment generated by either the Par or Control Plan for other types of payments.

Valid values for type of CFA transaction are as follows:

- 01: Capitated rate member per month
- 02: Administrative expense (rate per contract per month)
- 03: Administrative expense (rate per claim per month)
- 04: Percent of paid claims
- 05: Percent of discounts

- 06: Provider withhold/capitated
- 07: Equalization
- 08: General disbursements
- 09: Value Based Program Provider Settlement [this is a valid option only for Autogenerated CBFs]
- 10: Year-end settlement
- 11: Interim rate adjustment
- 12: Bulk payment based on DFs

### Capitation Billing (Type of CFA Reimbursement = 1)

The ITS capitation billing CBF consists of two 255-byte records. Both of these records are required to form a valid capitation billing CBF transaction.

- Capitated Billing Settlement Detail 1 (6A)
- Capitated Billing Settlement Detail 2 (6B)

ITS software will assist Plans in creating the CBF transactions for the reimbursement of the Par Plan allowance (fund pool 001); however, the Par Plan must develop its own process for creating the ITS capitated billing CBF for other reimbursements. (See [Creating the CBF.](#)) Plans collect the data for the CBF from the Control Plan member eligibility on the Par Plan's internal system.

The Par and Control Plans agree on the beginning and end of the billing period based on when the Par Plan pays its providers' capitation payments. At the end of the billing period, the Control Plan sends the Par Plan an MEF reconciliation file, which should match the Par Plan's eligibility file after the last daily update is completed.

The Par Plan should send the capitation CBF to the Control Plan for reimbursement within five days after the Par Plan pays its providers' capitation payments.

### Bulk Settlement Summary (Type of CFA Reimbursement = 2)

The ITS bulk settlement summary CBF consists of two 255-byte records. Both records are required to form a valid bulk settlement summary CBF transaction.

- Bulk Settlement Summary 1 (7A)
- Bulk Settlement Summary 2 (7B)

An online application was developed to assist Plans in creating this type of CBF; however, the Par Plan may develop its own process. (See [Creating the CBF.](#)) Plans collect data for the CBF from their own internal systems. This type of CBF is used to bill the Control Plan for retrospective provider settlements and administrative expenses. It is also used to support Payment Innovation when a Home Plan is responsible for a portion of a provider's incentive or

gain-sharing payment that can be attributed to their members. The Host Plan will create the bulk summary payment CBF,

The Par Plan must generate at least one CBF detail record for each prefix and group number combination for that Control Plan and the total amount of the billing.

### Generic Payments (Type of CFA Reimbursement = 4)

The ITS generic payment CBF consists of two 255-byte records. Both of these records are required to form a valid generic payment CBF transaction.

- Bulk Settlement Detail 1 (7A)
- Bulk Settlement Detail 2 (7B)

The generic payments provide a method for Plans to transfer funds via the CFA. This type of CBF can be created by either the Par or Control Plan; either way, it must be processed through the capitation/bulk settlement batch software, which sorts and edits the records.

An online application will assist Plans in creating this type of CBF; however, the Plan may develop its own process for creating the ITS generic CBF. (See [Creating the CBF](#).) Plans collect data for the CBF from their internal systems. A typical use for the generic CBF is to reimburse Par Plans for administrative expenses in per-contract per-m

This is a one-way transaction. The CBF is transmitted from the paying Plan to the CFA, which forwards it to the receiving Plan for notification. The receiving Plan does not need to authorize or deny the transaction. The funds are transferred the following day.

### Capitation/Bulk Settlement Format Structure

The ITS CBF is a set of two 255-byte records that Plans combine to form a single transaction. The type of records required depends on the type of CFA transaction indicated:

- For capitation and bulk settlement detail transactions (type of CFA transactions 1) – use the combination 6A and 6B.
- For bulk settlement summary and generic transactions (Type of CFA Transactions 2 and 4) – use the 7A and 7B records.

Refer to the ITS Records Descriptions manual for a complete layout of the capitation/bulk settlement format records.

### Creating the CBF

Plans create the capitation/bulk settlement format by taking data from several sources, including the following:

- Membership system
- Provider capitation payments
- Other local systems

## Initializing Fields

Local Plans should initialize all alphanumeric fields to blanks and all numeric fields to zeros. After the capitation/bulk settlement format is created, it is entered into the capitation/bulk settlement batch software, which sorts and edits the records. ITS software then edits the records and performs a number of other tasks.

### Type of CFA Reimbursement 1 (Capitation)

ITS software was developed to assist Par Plans in creating monthly CBF billing records for the Par Plan allowance. By entering the Par Plan's valid monthly MEF reconciliation file into the optional CBF Create software, the Par Plan can generate a 36A & 36B CBF record set with fund pool 001 (Par Plan allowance) for every member on the input MEF file with valid membership during the billing period.

The CBF file generated by this process must be input to the ITS CBF batch edits for editing and batching before transmission to the CFA. Although the CBF Create software was designed to aid Par Plans in the generation of CBF records for the Par Plan allowance, a Plan exit is provided for Plans that also bill for capitated provider payments. Additional programming would be required for Plans that use this exit.

The CBF Create software contains three parameter cards: DATEPARM, ACCTPARM and RATEPARM. These are used to specify particular information on the CBF. Following is more information for each of these cards.

#### DATEPARM

Use this required parameter card to enter the overall billing period (bill start and end dates), provider Plan code, fund pool and amount. The first record on this card is designed to contain a set of default information for creating the Par Plan allowance CBF records for the current period. You may use additional records on this card to build retroactive CBF records by identifying specific subscriber IDs, billing periods, fund pool and amounts. The DATEPARM card layout is as follows:

SUB-ID	PIC X(17)
SUB-DEP-IDENTIFIER	PIC X(02)
START DATE	PIC X(08)
END DATE	PIC X(08)
PROV PLAN CODE	PIC X(03)
FUND POOL	PIC X(03)
CB RATE AMOUNT	PIC S9(08)V99

OTHER PCP INFO FLAG      PIC X(01)  
FILLER                      PIC X(28)

The following sample shows two entries to DATEPARM:

```
FILE                      T 2003060120030630993001000000068{N
GNA312486211              2003050120030531              000000068{
```

The first entry (beginning with FILE) indicates that all valid membership on the input file will have transactions created for the billing period of 06/01/2003 – 06/30/2003, fund pool 001, at a rate of \$6.80. The second entry is to create a transaction for sub ID GNA312486211 for the billing period of 05/01/2003 – 05/31/2003, fund pool 001, also at a rate of \$6.80.

### ACCTPARM

This optional parameter card allows Par Plans that use the local Plan CFA account code on the CBF to designate specific local Plan CFA account codes by prefix. Otherwise, the local Plan CFA account code will default to 00. The following shows two entries to ACCTPARM:

```
GNA01
CCL02
```

When CBF transactions are built for members whose sub IDs begin with either of these two prefixes (GNA or CCL), the local Plan CFA account code will be populated with the corresponding value.

### RATEPARM

This optional parameter card enables Par Plans to create CBF records with different rates for the input billing period based on the group and group/section numbers. This card allows users to create CBF records with specific rates if the group and group/section numbers on the input MEF file match those on the card.

SUB-GRP-NUM                      PIC X(09)  
SUB-GRP-SEC-NUM                  PIC X(06)  
EFF-START-DT                    PIC X(08)  
EFF-END-DT                      PIC X(08)  
CB-RATE-AMT                    PIC S9(08)V99  
OTHER PCP INFO FLAG            PIC X(01)

The following sample shows two entries to RATEPARM:

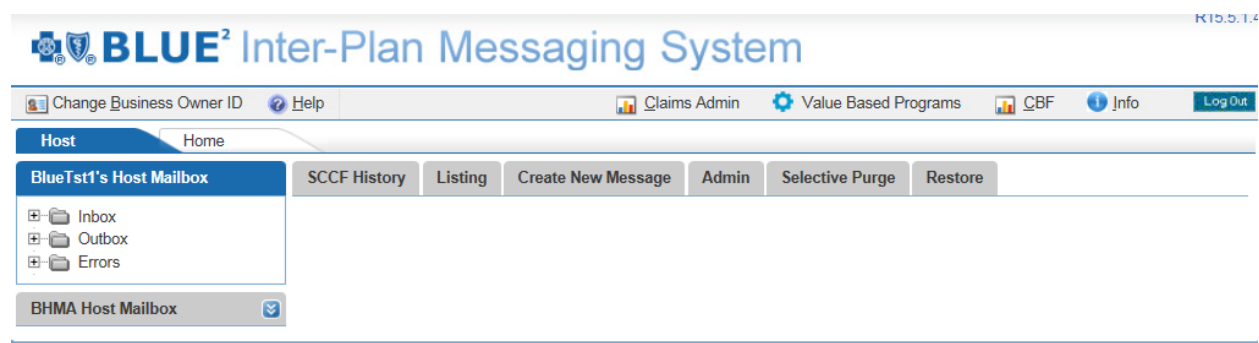
```
AUA8888880000120030601200306300000000085{
CCL9999990001020030601200306300000000072E
```

When CBF transactions are built for members whose sub group number and sub group section numbers match either of these two entries, the appropriate rate will appear on the 36A record.

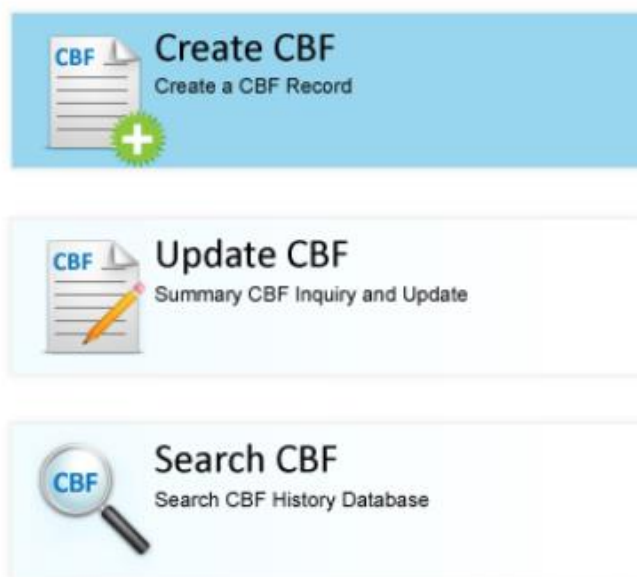
### Type of CFA Reimbursement 2 (Bulk Settlement/Summary) and 4 (Generic)

Blue2 provides the user with a user interface to create the CBFs. This can be done by clicking on the CBF button on the Blue2 UI. This will display the CBF Main Menu screen, which has the options to:

- Create CBF
- Inquire/update from WIP
- Inquire from the History Database.



### Main Menu



[Main Menu](#) > CBF Entry Summary

 Add  Exit

Home/Control Plan Code\*

Host/Local Plan Code\*

Prefix

Group Number

*Prefix is optional for Plan to Plan Billing Rules  
Group Number is optional for all Billing Rules*

[Main Menu](#) > [CBF Entry Summary](#) > CBF Entry Detail

 Hold  Calculate  Release  Exit

Home/Control Plan Code

Host/Local Plan Code

Prefix

Group Number

Bill Start Date \*

Bill End Date \*

Contract Count

CB Rate Amount\*

CFA Reimbursement Type\*

CFA Transaction Type\*

Financial Details

Transaction Origin	Financial Transaction	Net CB Amount

The Control and local Plan codes must be the same as the Plan profile previously entered. The Control Plan code, local Plan code is required. The Plan Profile billing rule creation process currently allows the creation of a billing rule without an prefix.

Once the Control Plan code, local Plan code, prefix or spaces and valid Group Number or spaces are entered, the screen CBF Entry Detail Screen is displayed when the operator clicks the ADD button.

Fields marked with an asterisk on the CBF Entry Detail screen are required fields. Refer to the CBF User Manual for the detailed description of the functions on this screen as well as for the Summary CBF Entry System Errors displayed on this screen.

An incomplete CBF can be stored in the work in process (WIP) database (~~ITCDB400~~) with some fields left blank; however, at least one field should be entered.

Only the fields on the first screen (i.e CBF Entry Summary) of the entry system are required to create a valid CBF (generic or bulk settlement billing). The Control Plan, local Plan and prefix are carried over from the CBF Entry Summary to the CBF Entry Detail Screen The group number is an optional field. The billing start and end dates normally reflect a one-month billing period (i.e., 01/01/2002 – 01/31/2002). The software allows any dates to be entered.

Set the type of CFA transaction to match the type of CFA reimbursement on the billing rule in the Plan profile.

Enter the claim/contract count and the rate per claim/contract, based on the agreement between the Plans. Claim/Contract Count is required-except for Provider Retrospective Settlement transactions. CC059 will set if Claim/Contract Count equals spaces and the CBF is not a Provider Retrospective Settlement transaction: CLAIM/CONTRACT COUNT MUST BE NUMERIC. The cursor will be placed on the Claim/Contract Count field. Note: in batch processing, Claim/Contract Count will default to a value of '1' when multiplying Claim/Contract Count and Capitated/Bulk Settlement Rate Amount.

The operator can Hold , Calculate or Release the CBF from this screen by clicking the Hold, Calculate or Release button respectively. Refer to the CBF User Manual for detailed description of these functions.

If the transaction is extracted with blanks in the fields on the second screen, all required fields will be default-filled.

Hold will store the CBF database with fields entered in the WIP database (blank fields are allowed) and the selection screen will be displayed. The status code will be updated with a value of H to show that the transaction has been held in the WIP database.

Release will update the status code with a value of E(if no errors are set by the CBF edits process). If errors are detected by the CBF edits process, then a value of H is set. Transactions with status E will be extracted with the next run.

## SCCF Serial Number

The SCCF serial number prevents duplicate CBFs from being processed simultaneously. When put through edits, this field compares one CBF to others in the same file. While a CBF typically is not used to reimburse specific claim-related expenses, it is not prevented. If left blank, the software will set the SCCF serial number-the same way that SCCF serial numbers are generated for a claim (using a DB2 sequence generator). This ensures that the CBF



transaction receives a unique SCCF number. It also prevents the Plan from assuming that the CBF is referring to an existing claim.

## Net CB Amount

The net CB amount should remain blank to allow the ITS software to calculate the correct net amount based on the entered claim/contract count and CB rate amount.

## CBFs on the WIP Database


To locate a CBF previously held in the WIP database, click on the Update CBF icon from the Main Menu. Enter the Host and Home Plan code and click Quick reference. Refer to CBF User manual for more details.

### Main Menu

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[Main Menu](#) > [CBF Update Summary](#)

 Quick Reference

 Exit

Home/Control Plan Code \*

Host/Local Plan Code \*

Prefix

Group Number

*Prefix is optional for Plan to Plan Billing Rules*

The Control and local Plan codes must be the same as the Plan profile entered. Control Plan code, local Plan code are required. If the prefix and Group Number fields are entered, then they should be an exact match to the value present in the WIP database. If records matching the entered parameters are found on the WIP database, they will be displayed on the screen.


Further after selecting the record, an Inquiry or Update can be done using the appropriate button.


Inquiry → Will display all the details for the CBF from the WIP database.

Update → Will display the CBF Update/Inquiry screen. User has further options to Hold, Release, Calculate, Delete or Exit this screen.

Refer to the CBF User manual for detailed description for each of these functions.

[Main Menu](#) > [CBF Update Summary](#) > [CBF Update Quick Reference](#)

 Inquiry

 Update

 Exit

Home/Control Plan Code

Host/Local Plan Code

Prefix

Group Number

Showing 1 - 4 of 4

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Control Plan	Local Plan	Prefix	Group Number	Bill Start Date	Bill End Date	CFA Reim	CFA Trans	Status
090	010			01/02/2016	01/02/2017	2	01	H
090	010			01/01/2016	01/01/2017	2	01	H
090	010			01/01/2015	02/02/2015	4	10	H
090	010			01/01/2011	02/02/2012	4	04	H

- The status column on the CBF Update Quick Reference screen is a two-character code used to identify the edit and extract status of the claim on the WIP database. The first position of the status field will reflect whether the CBF is invalid or valid. When the CBF has been entered into the WIP database (either via the online application or outside source), the first position is blank. Thus, before the CBF edits have run, space is a valid value in the 1<sup>st</sup> position of this field. After the edits have run, the value is set to "I" (Invalid) or "V" (Valid).

Valid values for the second position are as follows:

- H – Hold
- E – Extract
- P – Purge

Please refer to the CBF Modernization functional specifications for additional details regarding the setting of the status codes.

Main Menu > CBF Update Summary > CBF Update Quick Reference > CBF Update/Inquiry

Exit

SCCF Serial Number 09020170515000100

Control Plan Code 090 - BCBS of Florida

Prefix

Bill Start Date 01/02/2016

Contract Count 0

Net CB Amt 0.00

Proc Site Station Code JAXA

Local Plan Station Code BHMA

Edit Date 02/21/2017

Error Code CRL06 CC059

CFA Reimbursement Type 2 - Bulk payment summary

CFA Transaction Type 01 - Capitated rate per member per month

Local Plan Code 010 - BCBS of Alabama

Group Number

Bill End Date 01/02/2017

CB Rate Amt 1.00

CFA Status Code R - Payment request

Control Plan CFA Account code 00

Local Plan CFA Account Code 00

Status H

#### Financial Details

Transaction Origin	Financial Transaction	Net CB Amount

[Main Menu](#) > [CBF Update Summary](#) > [CBF Update Quick Reference](#) > [CBF Update/Inquiry](#)

Hold
 Release
 Calculate
 Delete
 Exit

SCCF Serial Number

Control Plan Code

Prefix

Bill Start Date

Contract Count

Net CB Amt

Proc Site Station Code

Local Plan Station Code

Edit Date

Error Code

Local Plan Code

Group Number

Bill End Date

CB Rate Amt

CFA Status Code:

Control Plan CFA Account code

Local Plan CFA Account Code

Status

CFA Reimbursement Type

CFA Transaction Type

Financial Details

Transaction Origin	Financial Transaction	Net CB Amount

The HOLD option will store the CBF in the WIP database with fields entered (blank fields are allowed); The second position of the status field will be updated with H to indicate that the CBF records will be held in the WIP database.

The Release button will release the CBF to be input to the CBF batch edits. When this button is clicked the system will perform the Calculations and Release the CBF.

The second position of the status field will be updated with E to indicate that the CBF records will be released during the next batch extract process. An online edit process will verify that a Plan profile billing rule exists for this arrangement.

While in Update mode, the Calculate option will trigger the CBF services to perform the calculations. Note, calculate only performs the calculate function and does not Release the CBF. To release the CBF the Release button should be clicked.

While in update mode, option Delete can be used for deleting the CBF. The second position of the status field will be updated with P to indicate that the CBF records will be purged during the next batch extract process.

## Extract Process

Depending on the value of the second position of the status field, output files are created and the counters are updated for reporting purposes. The output files are created as follows:

- Record will remain in the WIP database when the release status = H (Hold).
- Record will be written to the purge report file when the release status = P (Purge).
- Record will be written to the added file; status and error code fields will be reset to blanks when the release status = E (Extract).

A control report (ITCP9506-01) will be generated with the number of CBFs written to the added file. This report also will include the number of CBFs purged and the number of CBFs remaining on the WIP database with hold status. The transactions written to the added file will be input to the par edit process. (See [Capitation/Bulk Settlement Format Edits.](#))

The CBF extract generates the purged detail report (ITCP9506-02). Control Plan code, local Plan code, group number, prefix, billing start and end dates will be included for each purged CBF transaction.

The CBF extract process also generates the records remaining report (ITCP9506-03) to identify CBFs remaining on the WIP database. Control Plan code, code, local Plan code, group number, prefix, billing start and end dates and status will be included for each remaining CBF.

If the extract process is run with no CBF records marked for release or purge, report ITCP9506-01 is generated, confirming that no records have been extracted or purged. ITCP9506-03 will be generated, listing the CBFs remaining on the WIP database.

If left blank when released, the following fields will be default-filled during the extract process:

Data Element #	Data Element Name	Comments
T040	Transaction Identifier	b3
R007	Record Type	7A or B
S005	Sequence Number	1
S042	Subscriber ID Number	First three spaces will be the entered prefix; the rest will be zero-filled.
A021	Admit Service Date	Default to system date.
N022	Net CB Amount	Zero – will be calculated in edits.
A019	Administrative Expense Allowance	Zero
A001	Access Fee Amount	Zero
S080	Supplemental Paid Date	Default to system date.
T062	Transaction Date	Default to system date.
T063	Transaction Originator	Determined by system Plan code, entered Control Plan code.
L011	Local Plan CFA Account Code	Zeros
C013	CFA Status Code	Determined by type of CFA reimbursement – set to R

Data Element #	Data Element Name	Comments
		if 2, or A if 4.
B004	Batch Create Date	Default to system date.
C010	CFA Default payment Date	Default to system date.
C012	CFA Process Date	Default to system date.
T041	Transaction Indicator	From ITCDBP16.

## Capitation/Bulk Settlement Format Batch Processing

The Plan enters these transactions into the CBF batch software after creating the CBF. The Plan can enter multiple CBF format transaction files into the batch process. The pre-format edit module will concatenate these multiple files into a single file and append a sort key to each transaction. The output file is balanced, sorted and passed to the CBF format edits software.

### Step Action

- 1 Plan must extract CBFs if it uses online application to create or correct CBF formats. At this point, Plan enters the extracted records into the CBF batch edit process described in the following steps.
- 2 Local Plan inputs CBF format transactions to the input control utility (ICU). CBF files can be concatenated for input into the ICU.  
The ICU produces the ICU report, which summarizes the files that were concatenated.  
ICU assigns SCCF serial numbers to CBFs that require them. (If the user created the CBF format via the online application, the software automatically assigned an SCCF serial number.)
- 3 ICU output file is sorted by SCCF serial number before entering into the CBF batch edits.
- 4 CBF batch edit software system-generates several data fields on the CBF format.
- 5 Batch edits are invoked in the following order:  
Plan pre-edits  
Format integrity (level 1) edits  
Data requirement (level 2) edits  
Relationship (level 3) edits  
Plan-specific edits
- 6 Batch edit report generator produces a variety of reports identifying valid and invalid CBFs.

## Editing the CBF

After the Plan has created the CBF, it is entered into the CBF batch software, which sorts and edits the records. ITS software then edits the records and performs several tasks.

### System-Generated Reconciliation Format Data

The edit software system-generates several CBF fields. These values may be obtained from the following:

- Host batching software
- Plan profile claims rules

- Plan profile billing rule

See the CFA User Manual for more information on data generated by ITS/CFA processes.

Following are system-generated fields and data sources:

Field		Source
Local Plan Code	L013	Plan profile billing rule
Local Plan Station Code	L019	Plan profile billing rule
Control Plan Code	C034	Plan profile billing rule
Processing Site Plan Code	P073	Plan profile billing rule
Processing Site Station Code	P074	Plan profile billing rule
National/OOA Code	N002	Plan profile claims rule
Control Plan CFA Account Code	C033	Plan profile billing rule
Local Plan CFA Account Code	L011	Default to 00
Program Code	P079	Plan profile claims rule
Batch Number	B005	Host batching
Batch Create Date	B044	Host batching current date
Release Number	R021	Move current release number from the parameter database to this field.
Delivery Method	D012	Plan profile claims rule
Account Type	A008	Plan profile claims rule
Edit Date	E001	Host batching current date

### Release Version Edits

The capitation/bulk settlement edits software will set the release number for each transaction by comparing the system date to the date ranges on the parameter database 19 record. Once a match is found, the ITS software will set the release number associated with that date range. If the system date is not on the 19 record, the edit process appends a CR021 error code to the record and writes it to the duplicate/reject file. Release-sensitive edits will be compared to the system-generated release number.

### Capitation/Bulk Settlement Format Edits

The CBF edits perform the following checks on each capitation/bulk settlement transaction:

- Ensure that transactions are formatted correctly with both valid record types.
- Generate [system-generated fields](#).
- Ensure that fields contain valid values/formats.

The CBF edit process creates the following output files:

- Valid capitation/bulk settlement file: Contains CBFs that have passed all edits. The software will fill the status code field (S025) of these records with a V (valid).

- Invalid capitation/bulk settlement file: Contains CBFs that failed one or more edits. The software will fill the edit status code field (S025) of these records with an I (invalid). The capitation/bulk settlement header record will contain a maximum of five error codes in the error code field (E006).
- Capitation/bulk settlement duplicate/reject file: Contains CBFs that fail duplicate edits or contain an invalid release number, transaction indicator or formats database key fields. The software will fill the status code field with a D (duplicate).

The software will reject a transaction if the formats database key data are incorrect. Depending on the issue, such a transaction may or may not contain a status code value.

## Correcting Invalid Capitation/Bulk Settlement Formats

The CBF batch software does not contain an online correction facility to correct invalid transactions. The online CBF application may be used to correct certain transactions (e.g., types of CFA reimbursements 2 and 4, which use the 37A and 37B records).

If not using the online CBF application, local Plans must devise a manual or automated procedure for correcting capitation/bulk settlement transactions that fail the edits. These transactions then must be entered into the capitation/bulk settlement batch software at the pre-format stage.

The CBF load process (CBFELOAD) was developed to update the WIP database with invalid CBF records from the invalid file generated in the CBF batch edits. Summary level CBF records (37A and 37B) created from other processes also may be loaded to the WIP database using this process.

If the invalid file from the CBF edits is used to load the WIP database, the first position of the status code will be set to I, and error codes associated with that transaction will be displayed on the second screen of the summary CBF entry system. Once corrections have been made to the transaction and it is extracted from the WIP database, the status code is blank.

## Updating the Formats Database/Transmitting the CBF

Following the edit process, the Par Plan updates either the capitation database or the summary CBF history database with the CBFs that passed and failed the edits (excluding duplicates) and transmits the valid CBFs. The CBFs on the formats database then are available for adjustment processing, customer service and audit purposes.

## Using the Central Financial Agency

The capitated/bulk settlement transactions are routed through the Central Financial Agency (CFA), which will process inter-Plan net settlements.

The local Plan must create the CBF and run the standard ITS CBF edits. The ITS software will invoke specific edits geared to the CFA, as well as batch valid CBF transactions for



transmission to the CFA. Refer to the Central Financial Agency User Manual for more information.

### **CBF Error Codes**

CA001	ACCESS FEE AMOUNT MUST BE NUMERIC
CA019	ADMINISTRATIVE EXPENSE ALLOWANCE MUST BE NUMERIC
CA021	ADMISSION DATE/SERVICE DATE MUST BE VALID FORMAT
CA049	ADJUSTMENT INDICATOR MUST = A OR D
CB004	BATCH CREATION DATE MUST BE VALID FORMAT
CC010	CFA DEFAULT PAYMENT DATE MUST BE VALID FORMAT
CC011	CFA DISPOSITION DATE MUST BE VALID FORMAT
CC012	CFA PROCESSING DATE MUST BE VALID FORMAT
CC013	CFA STATUS CD MUST = R FOR CAPITATED AND BULK AND = A FOR GENERIC
CC022	CLAIM TYPE MUST = 11,12 OR 20
CC033	CONTROL PLAN CFA ACCOUNT CODE MUST MATCH PLAN PROFILE
CC034	CONTROL PLAN CODE MUST BE NUMERIC AND MUST MATCH PLAN PROFILE
CC047	CAPITATION/BULK SETTLEMENT START DATE MUST BE VALID FORMAT
CC048	CAPITATION/BULK SETTLEMENT END DATE MUST BE VALID FORMAT
CC049	CAPITATION/BULK SETTLEMENT INDICATOR IS REQ AND MUST = P OR S
CC050	CB RATE AMOUNT MUST BE < OR = 500.00
CC059	CLAIM/CONTRACT COUNT MUST BE NUMERIC
CC065	CAPITATION/BULK SETTLEMENT AMOUNT IS REQ AND MUST BE NUMERIC
CC077	CAPITATION SUPPLEMENTAL AMOUNT MUST BE NUMERIC
CC078	CAPITATION SURCHARGE AMOUNT MUST BE NUMERIC
CE001	EDIT DATE MUST BE VALID FORMAT
CF011	FUND POOL IS REQ AND MUST = 001-008
CH004	HOME AUTHORIZATION/DENIAL DATE MUST BE VALID FORMAT
CL013	LOCAL PLAN CODE MUST BE NUMERIC AND MUST MATCH THE PLAN PROFILE

CL019 LOCAL PLAN STATION CODE MUST MATCH THE PLAN PROFILE

CPP01 A PLAN PROFILE BILLING RECORD WAS NOT FOUND

CPP02 KEY FIELD FOR PLAN PROFILE ACCESS IN ERROR

CPP03 CONTROL PLAN CODE ON CBF MUST MATCH PLAN PROFILE

CP018 PATIENT RELATIONSHIP IS REQ AND MUST = 01-23

CP074 PROCESSING SITE STATION CODE MUST MATCH PLAN PROFILE

CP114 PCP PROVIDER NUMBER IS REQUIRED

CP155 PRODUCT CODE MUST = 01-04

CP167 PAR/PCP PLAN CODE IS REQ AND MUST BE NUMERIC

CRL02 TYPE OF CFA REIMB AND TYPE OF CFA TRANS MUST = VALUE ON PLAN PROFILE

CRL03 IF TYPE CFA REIMBURSEMENT = 3, SUB ID OR SCCF # MUST BE ON 37A REC

CRL04 LP CD/LP STAT CD/LP CFA ACCT CD MUST BE VALID ON PLAN CODE FILES

CRL05 CP CD/PROC SITE STAT CD/CP CFA ACCT CD MUST BE VALID ON PLAN CODE FILES

CR021 RELEASE NUMBER REQUIRED AND MUST = VALUE ON ITCWSFC COPYMEMBER

CS001 SCCF SERIAL NUMBER MUST BE NUMERIC

CS031 SUBSCRIBER DATE OF BIRTH MUST BE VALID FORMAT

CS038 SUBSCRIBER FIRST NAME IS REQUIRED

CS040 SUBSCRIBER GROUP NUMBER IS REQ ON 36A REC, EMBEDDED BLANKS NOT ALLOWED

CS042 SUBSCRIBER ID IS REQUIRED ON 36A REC, EMBEDDED BLANKS NOT ALLOWED

CS045 SUBSCRIBER LAST NAME IS REQUIRED

CS047 SUBSCRIBER SEX IS REQ AND MUST = M,F OR U

CS054 SUPPLEMENTAL PAID DATE MUST BE VALID FORMAT

CS078 SUB/DEPENDENT IDENTIFIER IS REQ ON 36A REC

CT041 TRANSACTION IND REQUIRED AND MUST = VALUE ON ITCDBP16 REC ON PARAM DB

CT060 TYPE OF CFA REIMBURSEMENT MUST = 1 OR 3 ON 36B REC, 2 - 4 ON 37B REC

CT061 TYPE OF CFA TRANSACTION MUST = 01 OR 02 ON 36B REC, 01 - 12 ON 37B REC

CT062 TRANSACTION DATE MUST BE VALID FORMAT

CT063 TRANSACTION ORIGINATOR MUST = 1 OR 2

CWR01 PRV NO NOT =;GRP NO,FUND POOL,TRANS BILL ST/END DTE,ADJ IND ARE  
=

CXR50 DUPLICATE CBF ON INPUT FILE

CXR51 DUPLICATE CBF ON INPUT FILE HAS OVERLAPPING BILLING DATES

CXR52 DUPLICATE CBF ON CBF DATABASE

CXR53 DUPLICATE CBF ON CBF DATABASE HAS OVERLAPPING DATES

CXR54 DUPLICATE CBF DETAIL PRESENT FOR SUMMARY LEVEL BATCHING

CXR55 NO MATCHING MEMBERSHIP ON MEF DATABASE FOUND

CXR56 MATCHING MEMBERSHIP FOUND ON MEF DATABASE BUT NO COV FOR BILLING  
DTS

CXR57 A MATCHING ORIG CBF RECORD MUST BE PRESENT ON FILE FOR VOID TO  
PROCESS

CXR58 MATCHING ORIG CBF FOUND ON CBF DATABASE HAS DIFFERENT DOLLAR  
AMOUNTS

CXR59 MATCHING REISSUE CBF WAS NOT FOUND ON CBF DATABASE

CXR60 MATCHING REISSUE CBF FOUND ON CBF DATABASE HAS DIFFERENT DOLLAR  
AMTS

CXR61 MATCHING VOID CBF WAS NOT FOUND ON CBF DATABASE

CXR62 AMOUNTS ON VOID TRANS MUST BE OPPOSITE THOSE ON ORIGINAL  
TRANSACTION

CXR63 AMOUNTS ON VOID TRANSACTION MUST BE OPPOSITE THOSE ON REISSUE  
TRANS

CXR64 MATCHING VOID TRANSACTION ON INPUT HAS INVALID STATUS

CRL02 TYPE OF CFA REIM AND TYPE OF CFA TRANS MUST = VALUE ON PLAN  
PROFILE

CRL03 IF TYPE CFA REIMBURSEMENT = 3, SUBID OR SCCF# MUST BE ON  
37A REC

CRL04 CP CD/CP STAT CD/CP CFA ACCT CD MUST BE VALID ON PLAN CODE  
FILES

CRL05 LP CD/LOC SITE STAT CD/LP CFA ACCT CD MUST BE VALID ON PLAN CODE  
FILES

CBF39 BILLING END DATE CANNOT BE PRIOR TO BILLING START DATE

CBF43 CFA TRANSACTION TYPE OF '09' ONLY ALLOWED ON AUTO-  
GENERATED BULK CBF

Following errors are generated through the Service Module, which processes the XML sent by Blue2.

CB101 XML PARSING OR XML GENERATING ERROR  
CB102 INVALID PAYLOAD ID (S/B 'WIP' OR 'HIST' OR 'BDF')  
CB103 INVALID SERVICE ID  
CB104 UNKNOWN APPLICATION HEADER ELEMENT  
CB105 INVALID SERVICE REQUEST  
CB106 CBF HISTORY RECORD NOT FOUND  
CB107 SEVERE ERROR WHEN RETRIEVING CBF HISTORY RECORD  
CB108 CBF WIP RECORD NOT FOUND  
CB109 SEVERE ERROR WHEN RETRIEVING CBF WIP RECORD  
CB110 SEVERE ERROR WHEN RETRIEVING PARAMETER RECORD 10  
CB112 ERROR ACCESSING ITRTEXS6  
CB113 SEVERE ERROR ON REF\_DATA ACCESS  
CB114 PARAMETER RECORD 16 NOT FOUND  
CB115 SEVERE ERROR ON PLAN PROFILE ACCESS  
CB116 SEVERE ERROR WHEN RETRIEVING PARAMETER RECORD 19  
CB117 SEVERE ERROR WHEN RETRIEVING PARAMETER RECORD 16 CB118  
CB118 ERROR RETURNED FROM SCCF ASSIGNMENT PROGRAM (ITDSCCF1)  
CB120 PARAMETER RECORD 19 NOT FOUND  
CB017 BATCH CREATION DATE MUST BE A VALID FORMAT  
CB018 CFA PROCESSING DATE MUST BE A VALID FORMAT  
CB019 BATCH NUMBER MUST BE A VALID FORMAT

Following are the errors that are generated by the CBF Blue2 UI.

Error Code	Error Message
BG011	Bill Start Date is required
BG011	Bill End Date is required
BG011	Reimbursement Type is required
BG011	Transaction Type is required
BG016	Invalid Bill Start Date
BG016	Invalid Bill End Date
BG011	Bill Start Date is required
BG011	Bill End Date is required
BG011	Reimbursement Type is required

BG011	Transaction Type is required
BG016	Invalid Bill Start Date
BG016	Invalid Bill End Date
BG016	Invalid transaction Type
BG016	Invalid Reimbursement Type
BG017	'Bill start date cannot be later than bill end date' (td 101309)

For a complete list of error messages, refer to the Capitated Bulk Settlement SUC and Metadata.

## Reports

The capitation/bulk settlement batch edit and database update software produces a number of CBF reports (see following).

<u>Report Name</u>	<u>Report #</u>	<u>Description</u>
Capitation/Bulk Settlement Format Print Report	ITCP9600-03	Print of all capitation/bulk settlement fields for a given transaction. Not a capitation/bulk settlement edits report.
Capitation/Bulk Settlement Input Control Report	ITCP9096-01	One-page report generated in each CBF edit run. Lists the source of each input file and compares the physical transaction and record counts to the counts on the file trailer record.
Valid Capitation/Bulk Settlement Report	ITCP9352-01	Generated in each CBF edit run. Identifies all valid CBF transactions. Prints two detail lines for each transaction, identifying the SCCF number and payment amounts. Lists a CBF count and net CBF amounts for each Plan code.
Capitation/Bulk Settlement Format Error Legend	ITCP9420-01	Lists all error codes and messages and totals the number of each error.
Invalid Capitation/Bulk Settlement Report	ITCP9350-01	Generated in each CBF edit run. Identifies all invalid CBF transactions. Prints two detail lines for each transaction, identifying SCCF number and payment amounts. Lists a CBF count and net CBF amounts for each Plan code.

## Reports Generated in Extract (WIP database) Process

<u>Report Name</u>	<u>Report #</u>	<u>Description</u>
Summary CBF Extract Report – Control Report	ITCP9506-01	Generated when CBF extract is run. Summarizes number of CBF transactions read, extracted, purged and held in

Summary CBF Extract Report – CBFs Purged	ITCP9506-02	WIP database. Generated when CBF transactions are purged from WIP database.
Summary CBF Extract Report – CBFs Remaining on WIP Database	ITCP9506-03	Generated when CBF extract is run. Summarizes number of CBF transactions held in WIP database.

### **Reports Generated in Summary CBF Database Update**

<u>Report Name</u>	<u>Report #</u>	<u>Description</u>
Capitation Billing History (CBF) Database Update Control Report	ITCP9518-01	Generated in each CBF summary history database update. Shows number of CBF transactions posted to WIP database.

### CBF History Screens:

Following are the screenshots for CBF History Screens. With R16.5, three search fields were added Batch Create Date, batch Number and CFA Process Date. Validations for these fields were added as well.

Also, once the CBF has been received by Host Plan from the CFA, the value sent in Batch Status Code (B006) of the 35A record will be reflected in CFA Status Code field in the CBF History Inquiry screen (Search CBF>Quick Reference>Inquiry).

Welcome BLUE1ST16. You are signed in as Business Owner ID BHMA



## Capitation/Bulk Settlement Format (CBF)

### Main Menu



**Create CBF**  
Create a CBF Record





**Update CBF**  
Summary CBF Inquiry and Update





**Search CBF**  
Search CBF History Database



[Main Menu](#) > [Search CBF](#)

		 Quick Reference	 Exit
Home/Control Plan Code	<input type="text"/>	Host/Local Plan Code	<input type="text"/>
Prefix	<input type="text"/>	Group Number	<input type="text"/>
Bill Start Date	<input type="text"/>	Bill End Date	<input type="text"/>
Batch Create Date	<input type="text"/>	CFA Process Date	<input type="text"/>
Batch Number	<input type="text"/>		

[Main Menu](#) > [Search CBF](#) > [Quick Reference](#)


		 Inquiry	 Exit
Home/Control Plan Code	<input type="text"/>	Host/Local Plan Code	<input type="text"/>
Prefix	<input type="text"/>	Group Number	<input type="text"/>
Bill Start Date	<input type="text"/>	Bill End Date	<input type="text"/>
Batch Create Date	<input type="text"/>	CFA Process Date	<input type="text"/>
Batch Number	<input type="text"/>		

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Control Plan	Local Plan	Prefix	Group Number	Bill Start Date	Bill End Date	CFA Reim	CFA Trans	Status
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[Main Menu](#) > [Search CBF](#) > [Quick Reference](#) > [Inquiry](#)

 Exit

SCCF Serial Number	01020171220024100		
Control Plan Code	090 - BCBS of Florida	Local Plan Code	010 - BCBS of Alabama
Prefix		Group Number	
Bill Start Date	05/01/2017	Bill End Date	05/31/2017
Contract Count	1	CB Rate Amt	(1,783.00)
Net CB Amt	(1,783.00)	CFA Status Code	X - Home denied
Proc Site Station Code	JAXA	Control Plan CFA Account code	00
Local Plan Station Code	BHMA	Local Plan CFA Account Code	00
Edit Date	05/02/2017	Status	VA
Error Code	DENY4	Batch Create Date	05/02/2017
CFA Reimbursement Type	2 - Bulk payment summary	Batch Number	99320171220001
CFA Transaction Type	09		
Transaction Origin	HOST/PAR	Financial Transaction	PAYABLE
CFA Process Date	05/12/2017		