

Statewide Planning and Research Cooperative System (SPARCS)
Quarterly Submitter Forum Summary

Date:	September 12, 2024	Location:	Microsoft Teams Meeting
Start Time:	11:00 AM	End Time:	12:00 PM

Meeting Panelists	Optum Government Solutions: Jennifer Commerford, Aravind Gangaiah, Alan Scantlen, James Azaceta, Marianne Altomare SPARCS Program: Natalie Helbig, Janet Nguyen, David Marinik, Cassandra Skinner
Agenda	• Open Discussion ◦ Updates ◦ SPARCS Compliance • Reference Section ◦ SPARCS Support ◦ New SPARCS Portal • SPARCS Reminders
Summary	<u>Open Discussion</u> CPT, HCPCS, ICD-10, NDC codes and POA indicators • <i>Code set updates</i> ◦ Codes that are effective for 10/01/2024 which includes CPT, HCPCS, ICD-10 will be updated and available for submission. • <i>POA Indicators</i> ◦ POA indicators which include new and updated will be available for 10/01/2024. • <i>NDC Codes</i> ◦ Latest available code set update. SPARCS Compliance • <u>Extension and Exception Request Template Update</u> ◦ Language has been changed to reflect OQPS to OHSQA name change. ◦ Required checkboxes were added to the form for submitters to attest that all discharge or visit records were submitted. ◦ A text box was added for users requesting extensions to outline their plan for submitting data and timeframe for the completion of submissions. <u>Reference Section</u> • SPARCS Support ◦ Facilities or vendors who submit data to SPARCS can email <u>SPARCS.Submissions@health.ny.gov</u> regarding: ▪ New facility portal set up. ▪ SPARCS submitter provisioning requests. ▪ Updated SPARCS Coordinators or Contacts. ▪ SPARCS Compliance questions and exception or extension requests. ▪ SPARCS policy questions.



- SPARCS.Submissions@health.ny.gov should **not** be confused with the SPARCS Requests email address which is for people who are requesting research data from SPARCS.
- PHI must **never** be sent in any email communications, and any screenshots or reports containing PHI must be fully redacted. Such redacted screenshots and reports should only be shared if absolutely necessary.
- **New SPARCS Portal**
 - Facilities or vendors who submit data to SPARCS should submit help desk tickets through the portal for Optum support. Support can include:
 - Portal training and claim testing
 - File or record rejections
 - Interpretation of edit error reports
 - Technical issue or questions
 - Optum can be reached at: (866) 678-8646, *Option #2*.

SPARCS Reminders

- **Rules for Data Submissions**
 - Data Submission files should only contain data for a single PFI.
 - Files submitted through SFTP must begin with "FAC" followed by your PFI.
 - The original filename must be limited to 89 characters.
 - If submitting directly through the portal, files must not exceed a size of 5MB.
- **Recommendations for Data Submission**
 - If submitting through SFTP try to keep files under 10MB.
 - Avoid submitting files between 12:00AM - 1:00am (EST).
 - Avoid submitting large files simultaneously.