



**Department  
of Health**

# **NYSDOH All Payer Database Project: Data Warehouse and Data Analytics**

## **User Guide Document SPARCS Portal Version 1.1 Date 10/03/2025**

**Created for:**

New York State Department of Health (NYSDOH) Office of Health Services Quality and Analytics (OHSQA)

**Prepared by:**

Optum Government Solutions, Inc.

13 Cornell Rd

Latham, NY 12110

[www.optum.com](http://www.optum.com)

**Statement:**

The information contained within this document is confidential and proprietary to the NYSDOH OHSQA and Optum. It may not be disclosed to any party outside its intended audience without the written permission of NYSDOH OHSQA and Optum. This document may not be reproduced, either by photocopy or electronically, without the written permission of NYSDOH OHSQA and Optum. Every recipient of this document acknowledges, by retention and use, the confidential nature of the material contained herein, and agrees to prevent the distribution of this document, by intent or otherwise, beyond its intended audience.

---

## Document Versioning Page

Version	Date	Action	POC
1.0	6/6/25	Initial document submitted to NYSDOH	Marianne Altomare Kelli Davies
1.1	10/3/25	Added Appendix 1 – Creating a One Healthcare ID	Kelli Davies

---

## Table of Contents

1	Introduction.....	5
2	Provisioning.....	6
3	Logging into the Portal .....	7
4	File Upload Tab.....	10
5	Claim File Reports Tab.....	12
6	Processing and Errored Files Tab.....	14
7	Adust-Void-Dup Reports Tab.....	16
8	FAQ's .....	20
9	Appendix 1 – Creating a One Healthcare ID .....	21
10	Related Documentation and Websites.....	23
11	Acronym List.....	24

## Table of Tables

Table 1: SPARCS Provisioning.....	6
Table 2: Related Documentation/Websites.....	23

## 1 Introduction

The Submitter Portal is the application facilities use, to manually upload files, check on file status and retrieve error reports for SPARCS. This guide will outline how to load files, determine file status and download reports in the SPARCS Portal. If you want to learn more about SPARCS please refer to the DOH Website: [Statewide Planning and Research Cooperative System](#)

## 2 Provisioning

In order to access the SPARCS Portal, the facility and submitter must be provisioned. If you are not already provisioned, send an email to [sparcs.submissions@health.ny.gov](mailto:sparcs.submissions@health.ny.gov) requesting to be provisioned with the following information.:

Table 1: SPARCS Provisioning

<b>Full Name:</b>	
<b>Middle Name/Initial:</b>	
<b>Contact phone number:</b>	
<b>Email Address:</b>	
<b>Optum OneHealthcare ID:</b>	
<b>Facility Name:</b>	
<b>PFI:</b>	
<b>ZCS Number:</b>	

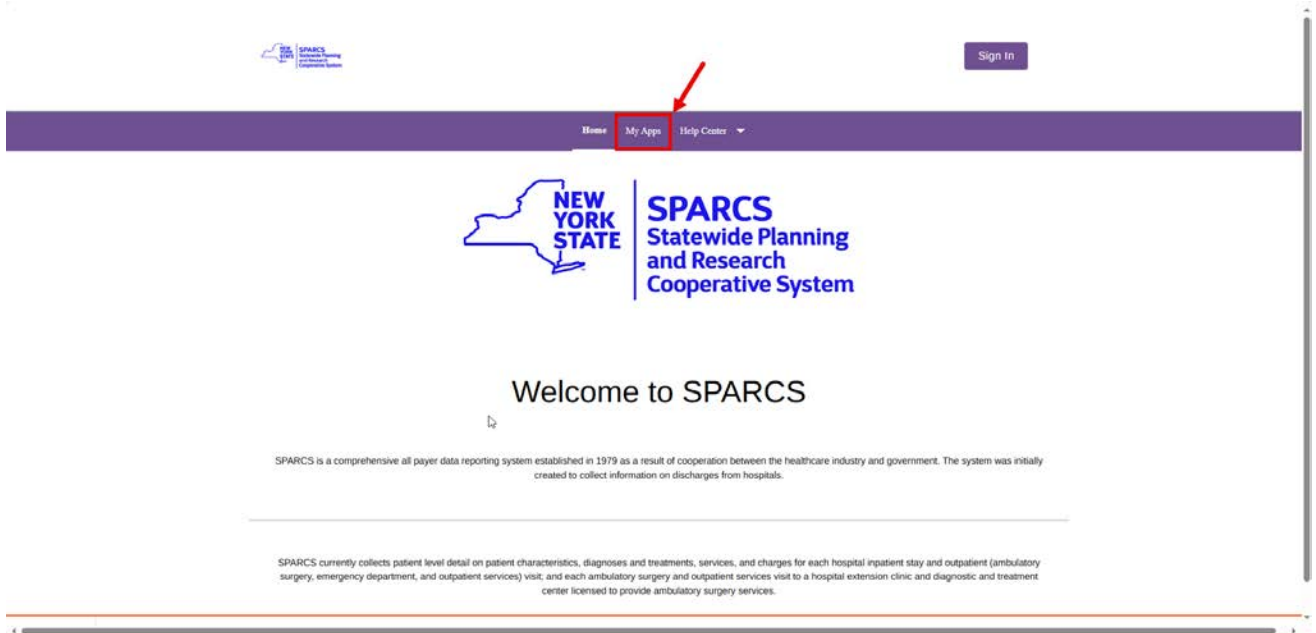
For instructions on how to obtain a One Healthcare ID, please refer to [Appendix 1 – Creating a One Healthcare ID](#) .

For existing submitters, keeping the contact information for provisioned submitters and facilities up to date is very important in maintaining security of PHI. Please email any changes to contact, phone and email to [sparcs.submissions@health.ny.gov](mailto:sparcs.submissions@health.ny.gov).

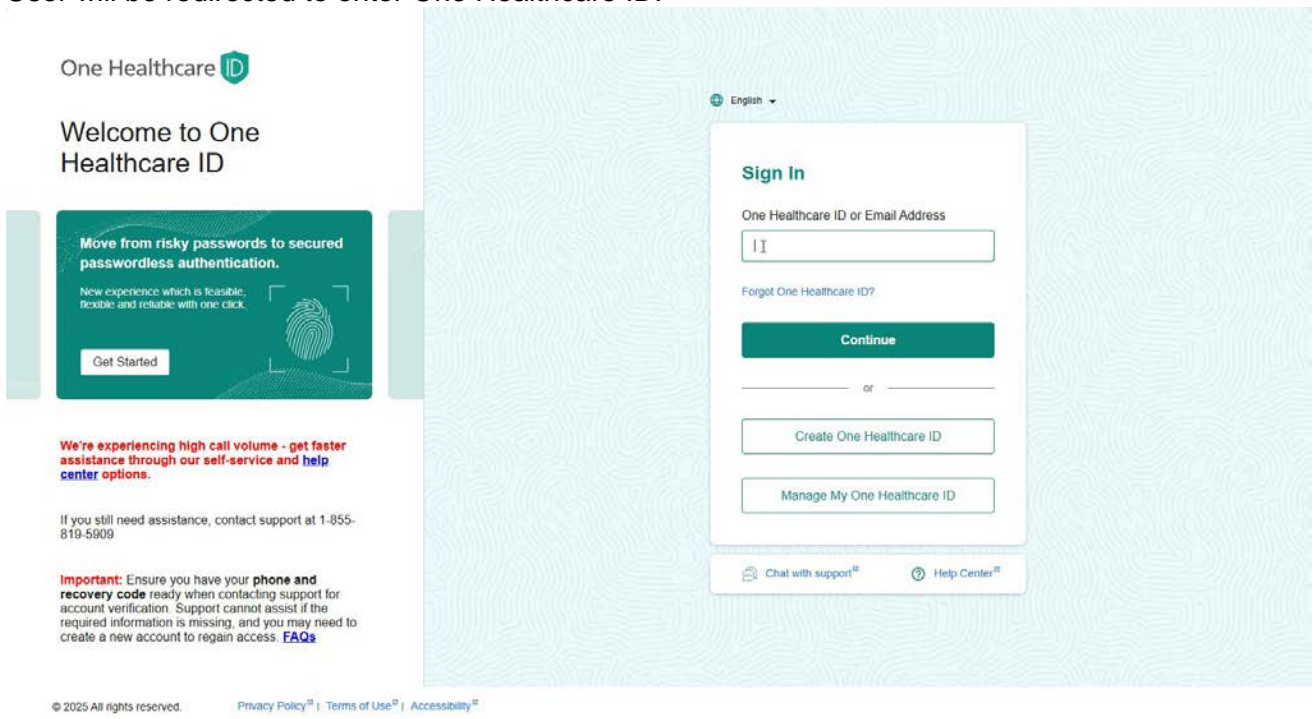
### 3 Logging into the Portal

Once facilities and submitters are provisioned, they can access the SPARCS Portal and files can be uploaded.

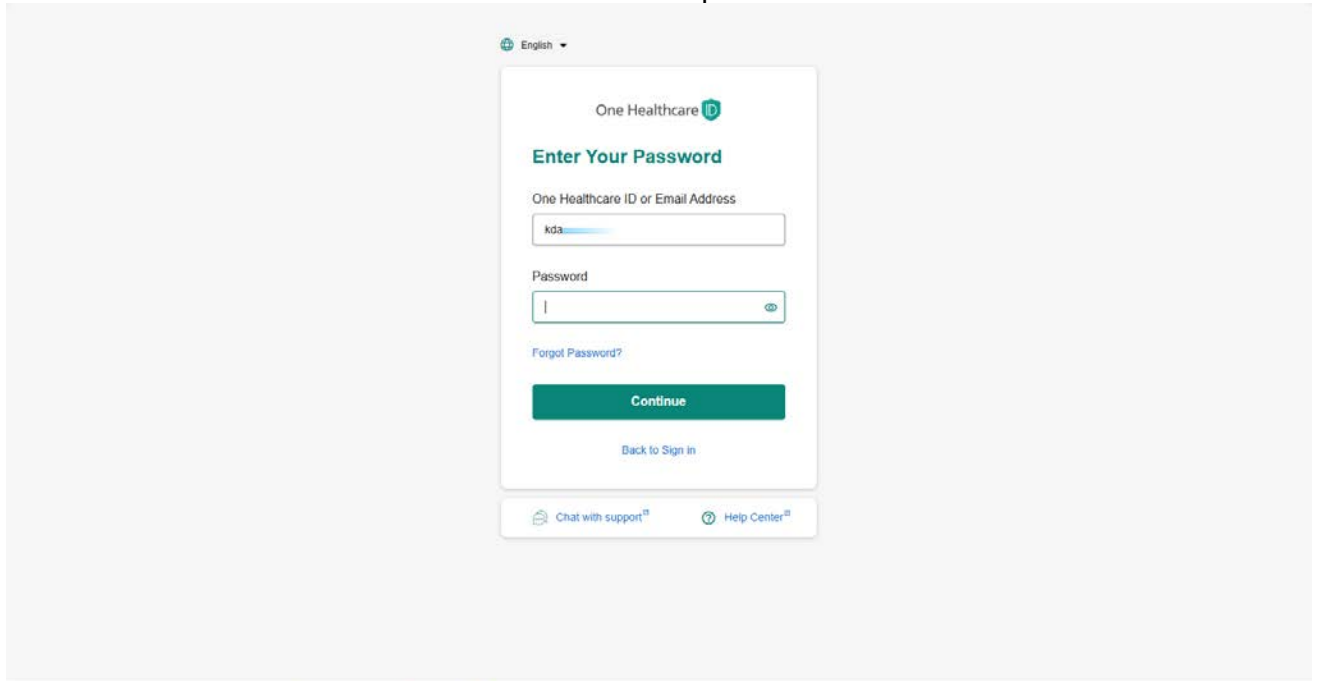
1. Navigate to [Home | NY SPARCS](#)
2. Click on “My Apps”



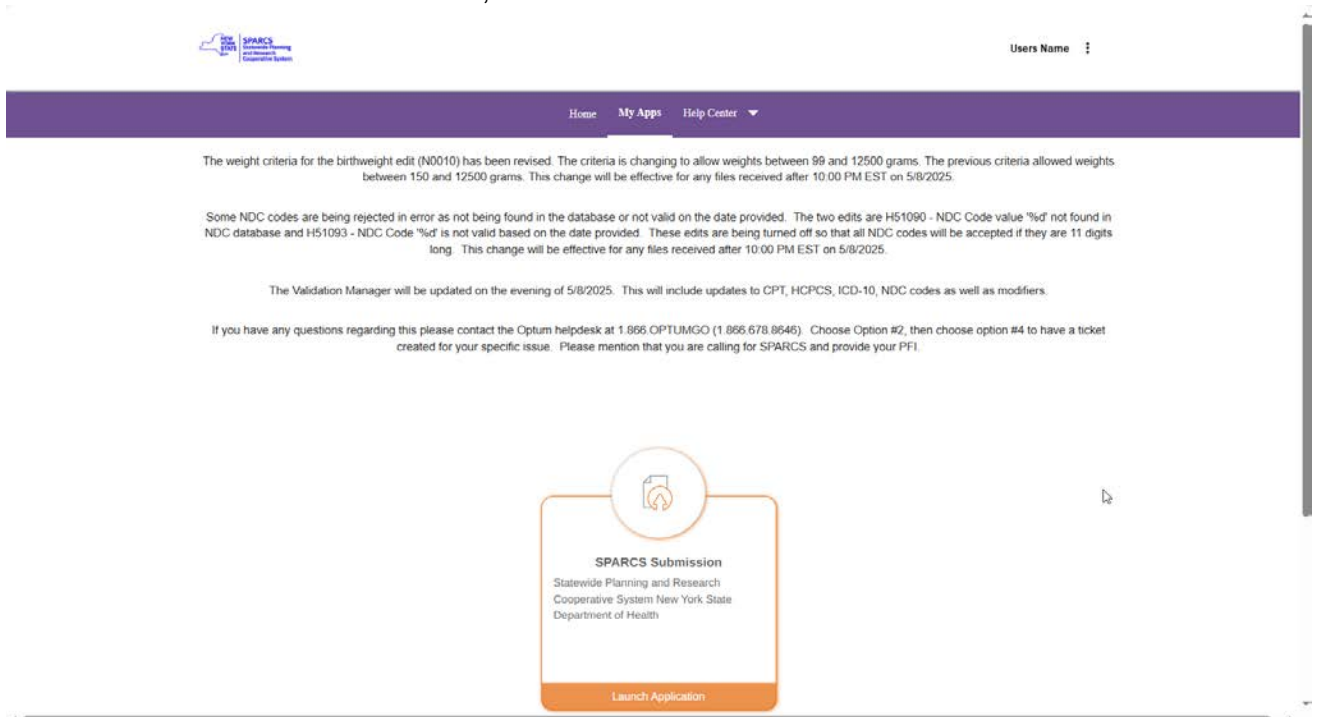
3. User will be redirected to enter One Healthcare ID:



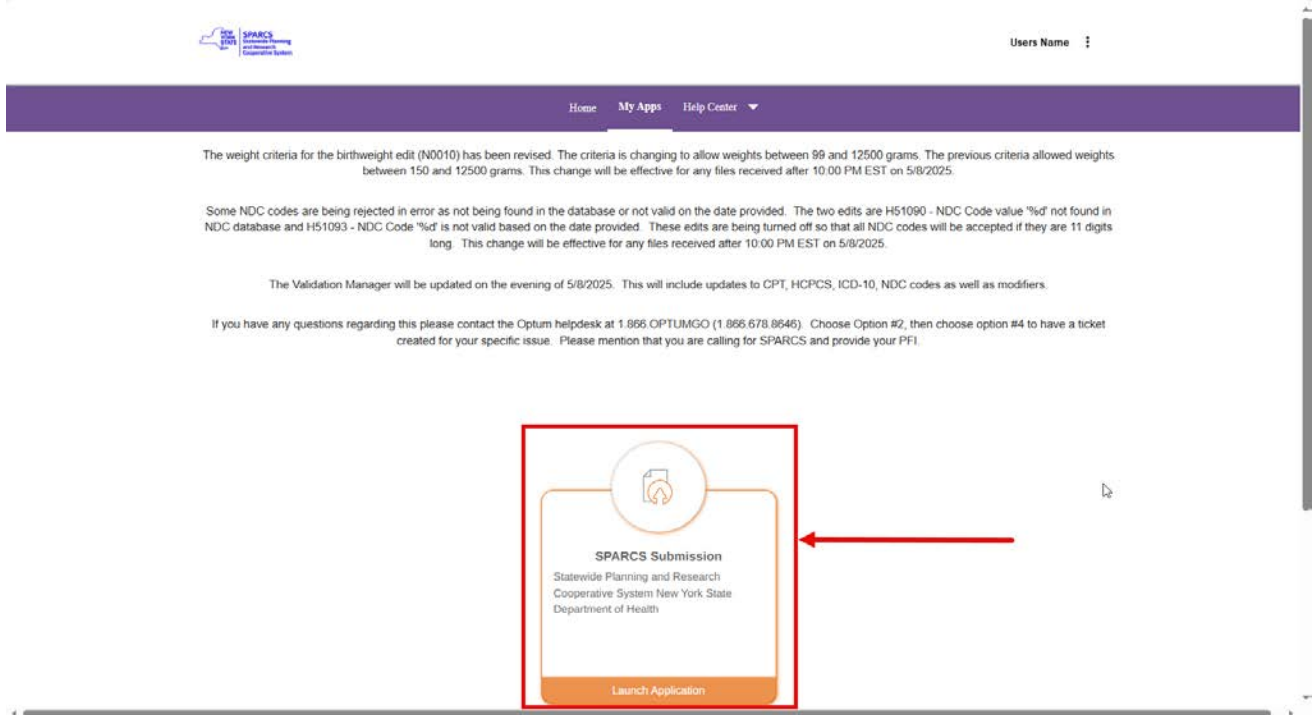
4. User will then be directed to enter One Healthcare ID password:



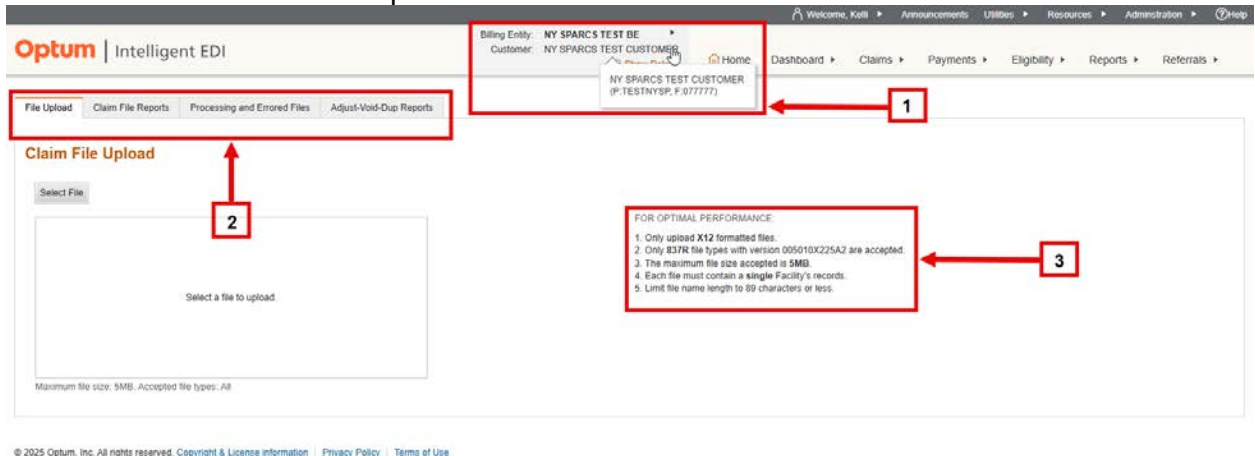
5. Once One Healthcare ID is validated, user is redirected back to NYSDOH site:



6. Click on SPARCS Submission “Launch Application” :



7. The SPARCS Portal screen opens.



7.1. Hovering over the Facility name triggers a pop up with the facility details (see image 1 above). If the submitter is provisioned for multiple facilities, utilize the drop-down arrow next to the facility name to select the desired facility.

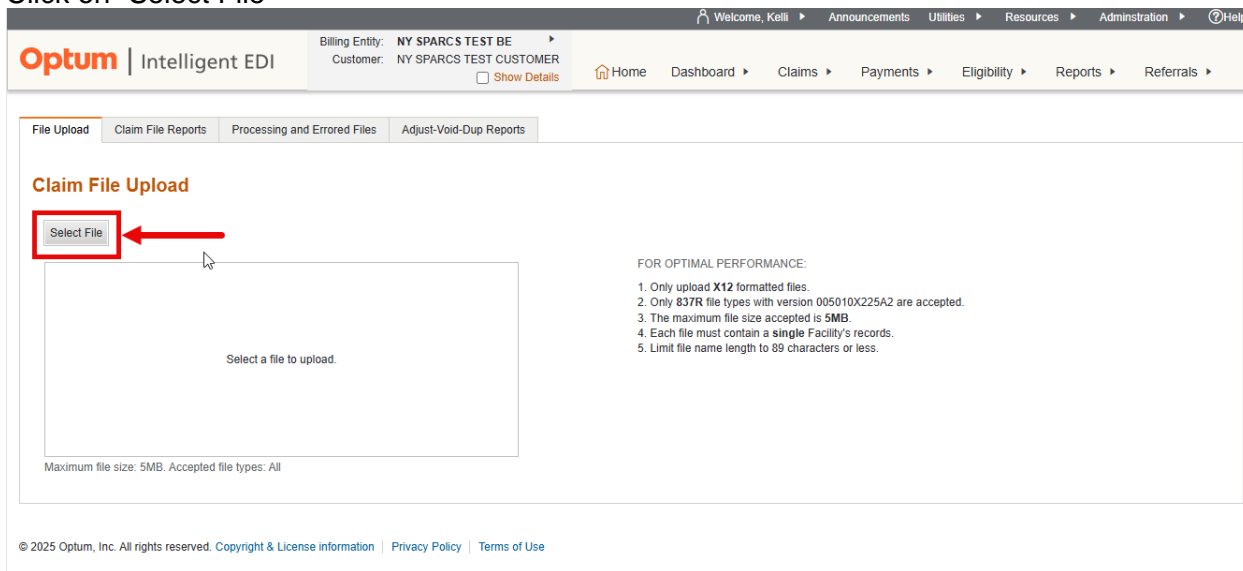
7.2. The file and report tabs on the main screen are used in the file submission process. The tabs, File Upload, Claim File Reports, Processing and Errored Files, and Adjust-Void-Dup Reports (see image #2 above) are defined in sections 4-7 below.

7.3. The rules around submitting files on the portal are defined for submitters' convenience (see image #3 above).

## 4 File Upload Tab

Upon entering the SPARCS Portal, you are directed to the File Upload tab. The File Upload tab is where submitters upload the files to be submitted for SPARCS.

1. Click on “Select File”



2. A pop-up file dialog will open.
3. Navigate to the folder that contains the files to upload for submission.
4. Select file to upload.

### TIPS for optimal performance:

- Only upload **X12** formatted files.
  - For additional information on X12 guidelines, please refer to the following resources:
    - [ASC X12 Implementation Guides](#)
    - [SPARCS Transaction Information Companion Guide X12 Version 5010](#)
- Only **837R** file types with version 005010X225A2 are accepted.
- The maximum file size accepted is **5MB**.
  - If the file size is larger than 5 MB, then the file would need to be submitted through the Secure File Transfer Portal (SFTP).
    - If the facility requires SFTP access, please email [sparcs.submissions@health.ny.gov](mailto:sparcs.submissions@health.ny.gov) requesting SFTP access.
- Each file must contain a **single** Facility's records.
- Limit file name length to 89 characters or less.

5. Under “STATUS” in the File window, a message “File uploaded successfully” should be received if the file meets size, type and format criteria.

6. If errors are encountered while the file is uploading, an error message will display. At this point the file load process has stopped, and the file has not been processed. The errors must be corrected by the submitter and then the file uploaded again.

The screenshot shows the 'Claim File Upload' section of the Optum Intelligent EDI portal. It includes a 'Select File' button and a table with the following data:

Filename	Status
2025...	Non-ASCII character detected at line 1 column 132,084
!025...	Non-ASCII character detected at line 1 column 49,113.
025...	Non-ASCII character detected at line 1 column 427.

Below the table, it states: 'Maximum file size: 5MB. Accepted file types: All'


## 5 Claim File Reports Tab

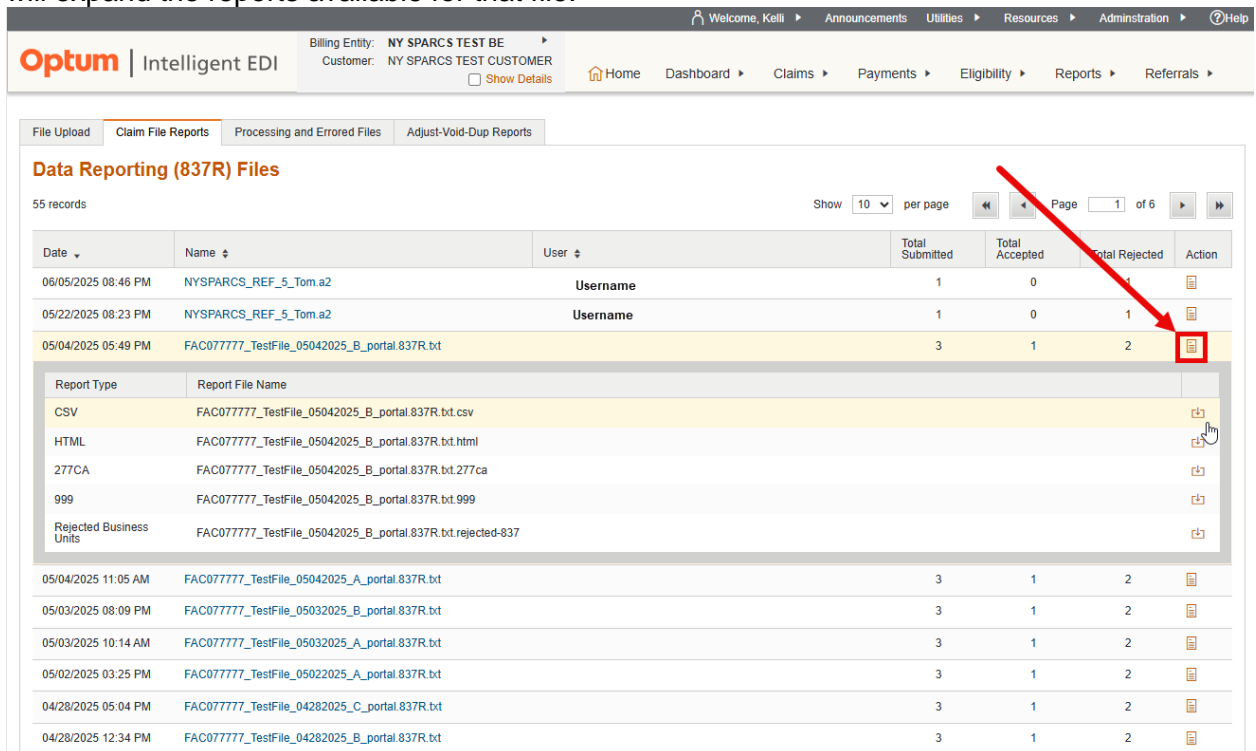
After a file has been processed, submitters can utilize the Claim File Reports tab, to find the number of records within each file accepted or rejected, error reports and/or acknowledgement reports that are created once the file is processed.

Even though records show as accepted, there is an additional layer of processing that occurs overnight. It is possible for records to be rejected in that second processing. Please refer to the ADJUST-VOID-DUP section of this document for further information.














Date	Name	User	Total Submitted	Total Accepted	Total Rejected	Action																		
06/05/2025 08:46 PM	NYSPARCS_REF_5_Tom.a2	Username	1	0	1																			
05/22/2025 08:23 PM	NYSPARCS_REF_5_Tom.a2	Username	1	0	1																			
05/04/2025 05:49 PM	FAC077777_TestFile_05042025_B_portal.837R.txt		3	1	2																			
<table border="1"> <thead> <tr> <th>Report Type</th> <th>Report File Name</th> <th>Action</th> </tr> </thead> <tbody> <tr> <td>CSV</td> <td>FAC077777_TestFile_05042025_B_portal.837R.txt.csv</td> <td></td> </tr> <tr> <td>HTML</td> <td>FAC077777_TestFile_05042025_B_portal.837R.txt.html</td> <td></td> </tr> <tr> <td>277CA</td> <td>FAC077777_TestFile_05042025_B_portal.837R.txt.277ca</td> <td></td> </tr> <tr> <td>999</td> <td>FAC077777_TestFile_05042025_B_portal.837R.txt.999</td> <td></td> </tr> <tr> <td>Rejected Business Units</td> <td>FAC077777_TestFile_05042025_B_portal.837R.txt.rejected-837</td> <td></td> </tr> </tbody> </table>							Report Type	Report File Name	Action	CSV	FAC077777_TestFile_05042025_B_portal.837R.txt.csv		HTML	FAC077777_TestFile_05042025_B_portal.837R.txt.html		277CA	FAC077777_TestFile_05042025_B_portal.837R.txt.277ca		999	FAC077777_TestFile_05042025_B_portal.837R.txt.999		Rejected Business Units	FAC077777_TestFile_05042025_B_portal.837R.txt.rejected-837	
Report Type	Report File Name	Action																						
CSV	FAC077777_TestFile_05042025_B_portal.837R.txt.csv																							
HTML	FAC077777_TestFile_05042025_B_portal.837R.txt.html																							
277CA	FAC077777_TestFile_05042025_B_portal.837R.txt.277ca																							
999	FAC077777_TestFile_05042025_B_portal.837R.txt.999																							
Rejected Business Units	FAC077777_TestFile_05042025_B_portal.837R.txt.rejected-837																							
05/04/2025 11:05 AM	FAC077777_TestFile_05042025_A_portal.837R.txt		3	1	2																			
05/03/2025 08:09 PM	FAC077777_TestFile_05032025_B_portal.837R.txt		3	1	2																			
05/03/2025 10:14 AM	FAC077777_TestFile_05032025_A_portal.837R.txt		3	1	2																			
05/02/2025 03:25 PM	FAC077777_TestFile_05022025_A_portal.837R.txt		3	1	2																			
04/28/2025 05:04 PM	FAC077777_TestFile_04282025_C_portal.837R.txt		3	1	2																			
04/28/2025 12:34 PM	FAC077777_TestFile_04282025_B_portal.837R.txt		3	1	2																			


If the total number of records Accepted is 0, only a 999 file is generated. Please open a ticket with the OPTUM Helpdesk to receive the error report. (Refer to [FAQ's](#) for how to open a ticket with OPTUM.) To retrieve an error report for a file where only some of the records in the file were rejected and others accepted, please follow the steps below to retrieve the error report:

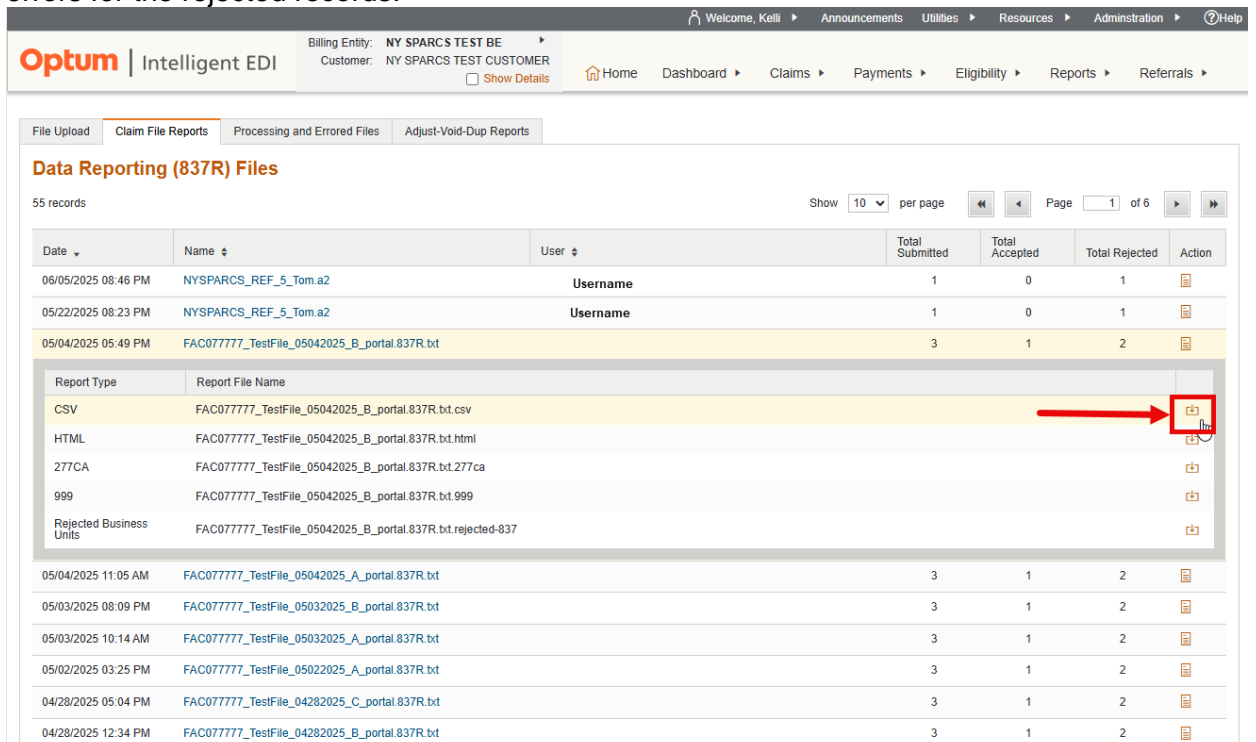
1. Navigate to the Claim File Reports tab.
2. Click on the document icon  under Action on the row of the file you want to research. That will expand the reports available for that file.



The screenshot shows the 'Claim File Reports' section of the Optum Intelligent EDI interface. The 'Data Reporting (837R) Files' table lists 55 records. The record for 05/04/2025 05:49 PM is highlighted in yellow. A red arrow points to the document icon in the 'Action' column of this record. Below the main table, a dropdown menu is expanded, showing report types: CSV, HTML, 277CA, 999, and Rejected Business Units. The CSV report is highlighted in yellow.

Date	Name	User	Total Submitted	Total Accepted	Total Rejected	Action
06/05/2025 08:46 PM	NYSPARCS_REF_5_Tom.a2	Username	1	0	1	
05/22/2025 08:23 PM	NYSPARCS_REF_5_Tom.a2	Username	1	0	1	
05/04/2025 05:49 PM	FAC077777_TestFile_05042025_B_portal.837R.txt		3	1	2	
Report Type		Report File Name				
CSV	FAC077777_TestFile_05042025_B_portal.837R.txt.csv					
HTML	FAC077777_TestFile_05042025_B_portal.837R.txt.html					
277CA	FAC077777_TestFile_05042025_B_portal.837R.txt.277ca					
999	FAC077777_TestFile_05042025_B_portal.837R.txt.999					
Rejected Business Units	FAC077777_TestFile_05042025_B_portal.837R.txt.rejected-837					
05/04/2025 11:05 AM	FAC077777_TestFile_05042025_A_portal.837R.txt		3	1	2	
05/03/2025 08:09 PM	FAC077777_TestFile_05032025_B_portal.837R.txt		3	1	2	
05/03/2025 10:14 AM	FAC077777_TestFile_05032025_A_portal.837R.txt		3	1	2	
05/02/2025 03:25 PM	FAC077777_TestFile_05022025_A_portal.837R.txt		3	1	2	
04/28/2025 05:04 PM	FAC077777_TestFile_04282025_C_portal.837R.txt		3	1	2	
04/28/2025 12:34 PM	FAC077777_TestFile_04282025_B_portal.837R.txt		3	1	2	

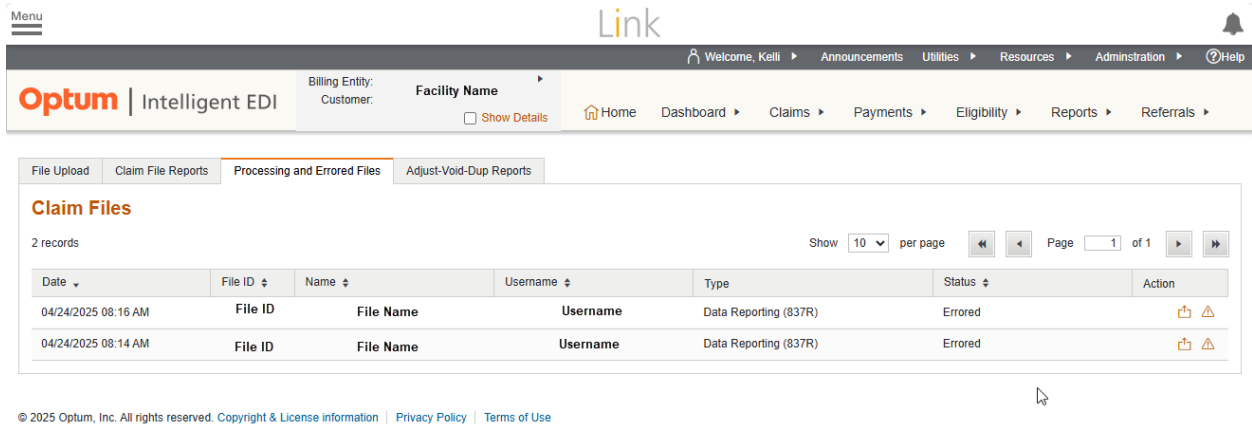
3. Download the CSV file by clicking on the dropdown icon . The error report will contain all errors for the rejected records.




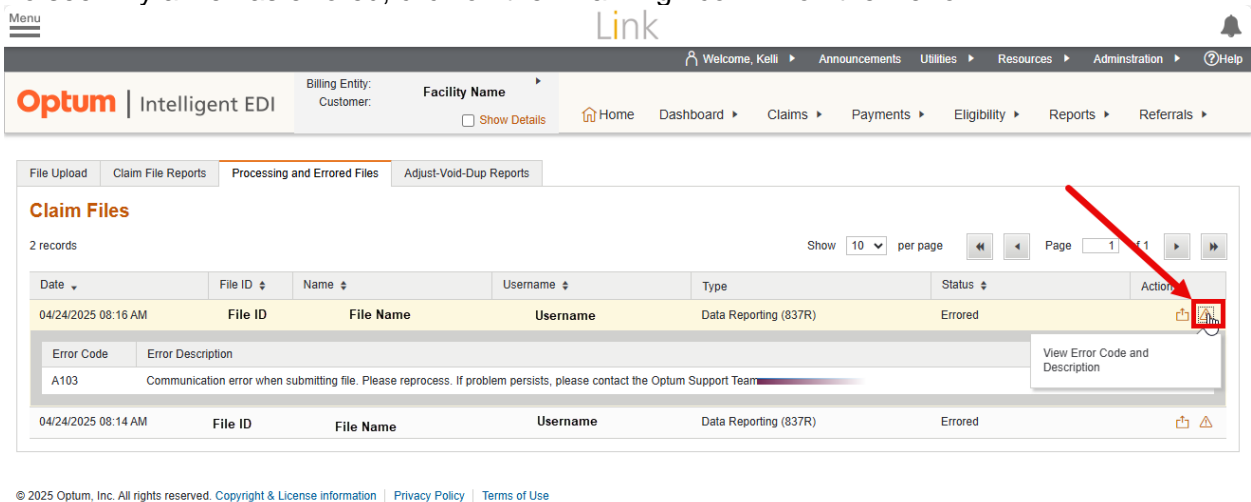
This screenshot is identical to the previous one, but with a red arrow pointing to the dropdown icon in the 'Action' column of the CSV report row in the expanded dropdown menu.

## 6 Processing and Errored Files Tab

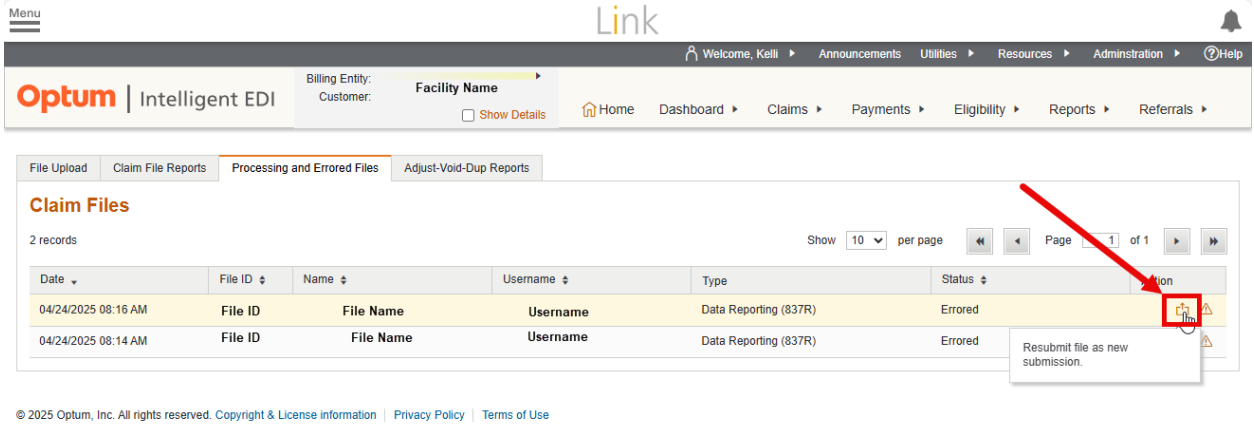
The processing portion of this tab gives an update on the status of the file. If the file does not meet the structural guidelines, it will remain on this page and not make it to the Claim File Reports tab. In this tab, users have the ability to resubmit an errored file as well as see why it errored. If the error is related to a file structure error, please fix the error in your system, regenerate the file and resubmit. If the error is related to a connection issue, the file can be resubmitted from this tab.





1. Navigate to the Processing and Errored Files tab
2. To see why a file has errored, click on the “Warning” icon  on the file row:



3. To resubmit the file, click on the upload symbol  :



The screenshot shows the Optum Intelligent EDI portal interface. At the top, there is a navigation bar with the Optum logo and 'Intelligent EDI' text. Below this, there are tabs for 'File Upload', 'Claim File Reports', 'Processing and Errored Files', and 'Adjust-Void-Dup Reports'. The 'Processing and Errored Files' tab is active, displaying a 'Claim Files' section with a table of records. The table has columns for Date, File ID, Name, Username, Type, and Status. Two records are shown, both with a status of 'Errored'. A red arrow points to an 'Upload' icon (a square with a plus sign) in the right-hand column of the first row. A tooltip is visible over this icon, containing the text 'Resubmit file as new submission.' Below the table, there is a footer with copyright information: '© 2025 Optum, Inc. All rights reserved. Copyright & License information | Privacy Policy | Terms of Use'.

Date	File ID	Name	Username	Type	Status	Action
04/24/2025 08:16 AM	File ID	File Name	Username	Data Reporting (837R)	Errored	
04/24/2025 08:14 AM	File ID	File Name	Username	Data Reporting (837R)	Errored	

## 7 Adjust-Void-Dup Reports Tab

After the SPARCS nightly process completes, which is usually by the following morning, records that were rejected for the below reasons, will be populated in a report found in this tab. If no records are rejected, there will not be a report.

### Error Descriptions:

- **DUPLICATE CLAIM RECORD** – A record was submitted with a claim frequency code of 1 and the record for the services already exists in SPARCS.
- **ORIGINAL RECORD NOT FOUND FOR ADJUSTMENT** – A record was submitted with a claim frequency code of 7 to make an adjustment to a record previously submitted. The record that is being adjusted does not match any record previously submitted to SPARCS.
- **ORIGINAL RECORD NOT FOUND FOR VOID** - A record was submitted with a claim frequency code of 8 to void a record previously submitted. The record that is being voided does not match any record previously submitted to SPARCS.

### Sample File:

SOURCE FILE NAME	FILE PROCESSED DATE	PATIENT CONTROL NUMBER	STATEMENT FROM THRU DATE	ERROR DESCRIPTION	FILE IN
File Name	20250430	PatientAccountNumber	20250128 20250128	DUPLICATE CLAIM RECORD	P
	20250430		20240521 20240521	ORIGINAL RECORD NOT FOUND FOR ADJUSTMENT	P
	20250430		20231127 20231127	ORIGINAL RECORD NOT FOUND FOR VOID	P

To access the reports:

1. Navigate to the Adjust-Void-Dup Reports tab
2. Enter the date of or before the file submission in the Start Date search by clicking on the calendar icon and choosing the date in the pop-up calendar


## Optum | Intelligent EDI



File Upload   Claim File Reports   Processing and Errored Files   **Adjust-Void-Dup Reports**

### Adjust-Void-Dup Reports

#### ▼ Search

**Start Date\***



 May 2025 

Sun	Mon	Tue	Wed	Thu	Fri	Sat
27	28	29	30	1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	31

Start Date: 05-01-2025

5 records

3. Click "Search"


The screenshot shows the 'Adjust-Void-Dup Reports' page in the Optum Intelligent EDI system. At the top, the header includes the Optum logo and 'Intelligent EDI'. On the right, there is a user information section with 'Billing Entity (TIN, NPI): NY SPARCS TEST BE (123456789)' and 'Customer (OrgID, Facility ID): NY SPARCS TEST CUSTOMER (P-TESTNYS...)' with a 'Show Details' checkbox. Below the header is a navigation bar with tabs: 'File Upload', 'Claim File Reports', 'Processing and Errored Files', and 'Adjust-Void-Dup Reports'. The main content area is titled 'Adjust-Void-Dup Reports' and contains a search form. The search form has a 'Start Date\*' field with a calendar icon and a date of '05-01-2025', and an 'End Date' field with a calendar icon. A 'Search' button is highlighted with a red box, and a red arrow points to it. Below the search form, it says '0 records' and shows a table with columns 'Date' and 'Name'. The table is empty with the text 'No records found.' at the bottom. At the very bottom of the page, there is a copyright notice: '© 2025 Optum, Inc. All rights reserved. Copyright & License information | Privacy Policy | Terms of Use'.

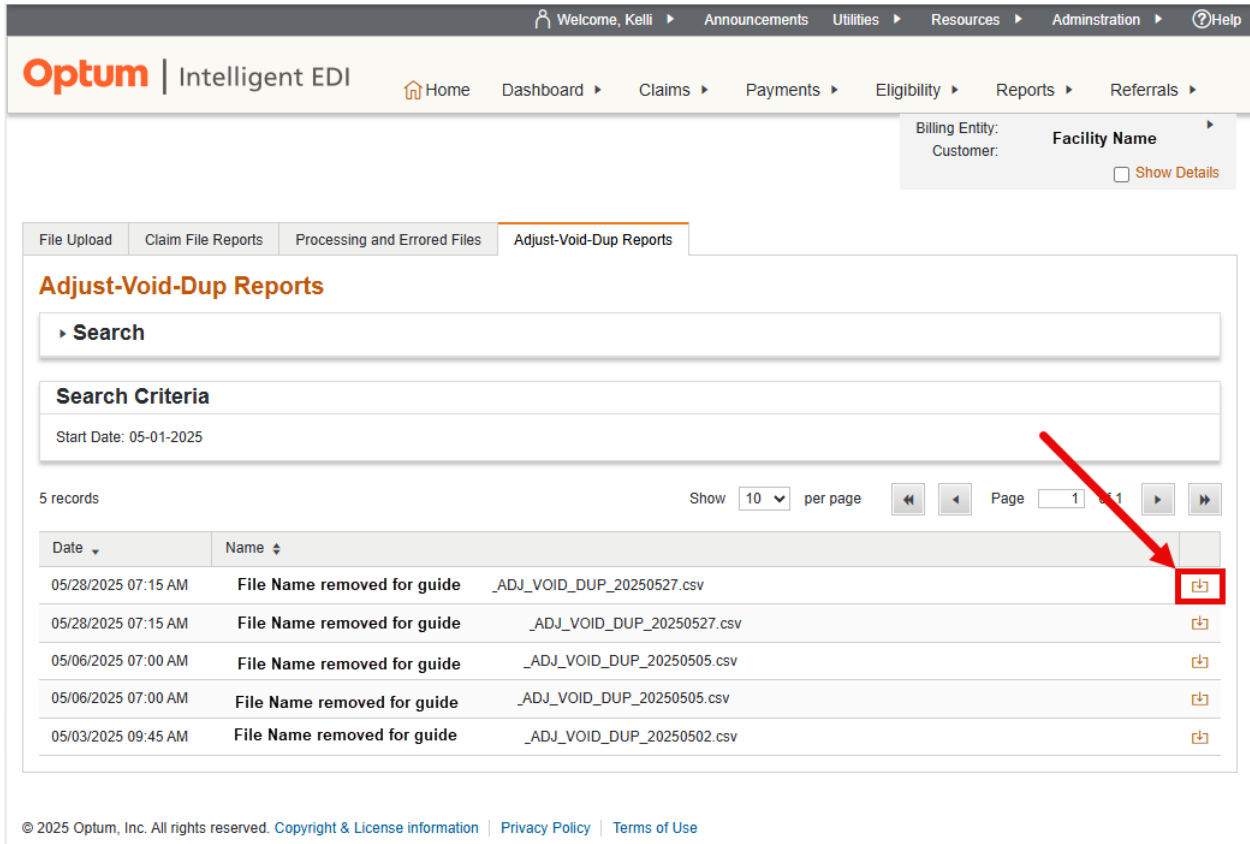
4. The ADJUST-VOID-DUP Reports will populate at the bottom of the screen, if there were any records rejected.

The screenshot shows the 'Adjust-Void-Dup Reports' page with search results. The search form is now populated with a calendar for the start date, showing 'May 2025' and the date '05-01-2025' selected. A red arrow points from the search area down to the table. The table now contains 5 records. The table has columns 'Date', 'Name', and a 'Details' icon. The records are as follows:

Date	Name	Details
05/28/2025 07:15 AM	File Name removed for guide _ADJ_VOID_DUP_20250527.csv	Details icon
05/28/2025 07:15 AM	File Name removed for guide _ADJ_VOID_DUP_20250527.csv	Details icon
05/06/2025 07:00 AM	File Name removed for guide _ADJ_VOID_DUP_20250505.csv	Details icon
05/06/2025 07:00 AM	File Name removed for guide _ADJ_VOID_DUP_20250505.csv	Details icon
05/03/2025 09:45 AM	File Name removed for guide _ADJ_VOID_DUP_20250502.csv	Details icon






At the bottom of the table, there is a pagination control showing '5 records', 'Show 10 per page', and 'Page 1 of 1'.

5. Download the report by clicking the download icon .



The screenshot shows the Optum Intelligent EDI portal interface. At the top, there is a navigation bar with the Optum logo and 'Intelligent EDI' text. Below this is a secondary navigation bar with links for Home, Dashboard, Claims, Payments, Eligibility, Reports, and Referrals. A user profile dropdown is visible, showing 'Welcome, Kelli' and 'Announcements', 'Utilities', 'Resources', 'Administration', and 'Help'. A 'Billing Entity: Customer' dropdown is set to 'Facility Name' with a 'Show Details' link.

The main content area has a tabbed interface with 'Adjust-Void-Dup Reports' selected. Below the tabs is a search bar and a 'Search Criteria' section with 'Start Date: 05-01-2025'. A table displays 5 records. The first record is highlighted, and a red arrow points to a download icon (a square with a downward arrow) in the rightmost column of the table.

Date	Name	
05/28/2025 07:15 AM	File Name removed for guide _ADJ_VOID_DUP_20250527.csv	
05/28/2025 07:15 AM	File Name removed for guide _ADJ_VOID_DUP_20250527.csv	
05/06/2025 07:00 AM	File Name removed for guide _ADJ_VOID_DUP_20250505.csv	
05/06/2025 07:00 AM	File Name removed for guide _ADJ_VOID_DUP_20250505.csv	
05/03/2025 09:45 AM	File Name removed for guide _ADJ_VOID_DUP_20250502.csv	

© 2025 Optum, Inc. All rights reserved. [Copyright & License information](#) | [Privacy Policy](#) | [Terms of Use](#)



## 8 FAQ's

- The file I submitted rejected all the records and I can't read the 999 file that was generated.
  - Open a ticket with the OPTUM Helpdesk for a readable Error report that will outline how to fix the errors in the submitted data. Once OPTUM receives your ticket, the SPARCS support team will generate an error report for the file containing the records that errored and why, along with a summary on how to fix the errors.
  - For additional information on SPARCS specific data submission requirements please use the Resources on the NY DOH website: [Data Submission - Statewide Planning and Research Cooperative System \(SPARCS\)](#)
- How do I contact the OPTUM Helpdesk to open a ticket?
  - The preferable method to opening a ticket with the OPTUM Helpdesk is through the HUB: <https://customer care.optum.com/> or by calling (866) 678-8646 option #2, then option #4; Monday-Friday, 8AM-7PM EST.
- The facility files and records were all accepted based on what the Portal displays in the Claim File Reports tab, but I was notified by DOH that there are missing records.
  - First ensure that the files were submitted as Production files and not Test files. Records in test files will not be loaded to the SPARCS database. Refer to [SPARCS Transaction Information Companion Guide X12 Version 5010](#) for additional information.
  - Check the Adjust-Void-Dup Reports Tab for the date after the files were submitted. These reports are generated the day after the file submission, if records in the file failed to load to the SPARCS database in the second level of processing.
- I cannot access the SPARCS Portal, but I previously had access.
  - Submitters must log into the portal every 30 days otherwise your access is suspended and must be reactivated.
  - If your access is suspended, you must contact DOH @ [sparcs.submissions@health.ny.gov](mailto:sparcs.submissions@health.ny.gov) to be reactivated which can take days to reactivate. Please refer to Table 1 in the [Provisioning](#) section of this document for what information is required to activate/reactivate your account.
- The file I submitted is not on the Claim File Reports tab.
  - Please check the [Processing and Errored Files Tab](#) for the file in question.
  - If you are still unable to find your file, please submit a ticket to the OPTUM Helpdesk.

## 9 Appendix 1 – Creating a One Healthcare ID


### How to create a One Healthcare ID

#### Step Action

- 1 Navigate to <https://sparcs.linkplatform.com/home>, click the **Sign In** button, and click **Create One Healthcare ID**.
- 2 Enter your **Profile Information**:
  - Type your name in the **First Name** and **Last Name** fields.
  - If requested, enter your **Year of Birth** or **Date of Birth**.
- 3 Enter your **Sign In Information**:
  - Type **Your email address**.  
**Tip:** If the email address is already associated with a One Healthcare ID, you can choose to sign in with your existing One Healthcare ID. Some applications may require a unique email address, which is one that only you use. If you use a shared email address, you may be asked to choose between answering security questions and entering a phone number to use to verify your identity to use One Healthcare ID's self-service features..
  - Type an ID in the **Create One Healthcare ID** field.
  - Type a password in the **Create password** field.  
**Tip:** To display the characters you type, click the  icon. Click the  icon to mask the characters with asterisks.
  - Type your password again in the **Type password again** field.  
**Tip:** The requirements for valid One Healthcare IDs and passwords are listed on the screen. Checkmarks appear as you fulfill each requirement.
- 4 If you are using a shared email address and are asked to select an additional verification option, do one of the following:
  - To add a phone number:
    - Select **Add Phone Number**.
    - Enter your **Phone number**.
    - Select **Add**. A code is sent to your phone.
    - Enter the **Access Code** and select **Verify**. A message indicates you have successfully verified your phone number.  
**Tip:** If you do not receive the code, select **Resend text**.
  - To answer security questions:
    - Select **Add Security Questions**.
    - Continue with the next step to select and answer your security questions.
- 5 If required, select and answer your **Security Questions**:
  - Select your first security question from the **Security question 1** drop-down list.
  - Type the answer to your first security question in the **Security answer** field below the question.

## Step Action

- Repeat the above steps for **Security question 2** and **Security question 3**. Each security question must have a unique answer.

**Tip:** To display the characters you type, click the  icon. Click the  icon to mask the characters with asterisks.

- 6 Read the terms of use and website privacy policy.

**Note:** To read the terms and conditions or the privacy policy, select their respective links. A new browser window opens. When you finish reading, you may close the window. You can view these documents at any time by selecting the link in the copyright statement at the bottom of each page of the One Healthcare ID website.

- 7 Select **I agree**. A page appears indicating an email with a confirmation code has been sent to your email address.

**Note:** If you have a shared email address you have already verified your information.

- 8 Check your inbox for an email from One Healthcare.

**Note:** Confirmation codes do expire. If you did not respond before the code expired, you can request another code.

- 9 Do one of the following:

- Select the **Activate my One Healthcare ID** link in the email you received.
- Select the **enter the 10-digit activation code** link on this page.

- 10 Enter your **10-digit activation code**.

- 11 Select **Next**. Your email address is verified.

- 12 Select **Continue**.

## What if I don't receive a verification email?

If you do not receive an email within a reasonable time, select the **Resend text or email** link.

## More about valid One Healthcare IDs and passwords

Your One Healthcare ID must be unique and must follow the guidelines you see below the field.

Your password must be strong so it is difficult to guess and not a commonly used password. Frequently used passwords can be a security risk. If you enter a frequently used password, the system will prompt you to enter a different password. You also cannot reuse any of your recent passwords.

## 10 Related Documentation and Websites

The table below lists the supporting documentation for this BRD.

**Table 2: Related Documentation/Websites**

Document
<a href="#">Data Submission - Statewide Planning and Research Cooperative System (SPARCS)</a>
<a href="#">SPARCS Transaction Information Companion Guide X12 Version 5010</a>
<a href="#">SPARCS Portal</a>

## 11 Acronym List

Acronym	Definition
APD	All Payer Database
NYS	New York State
NYSDOH	New York State Department of Health
OHSQA	Office of Health Services Quality and Analytics
SPARCS	Statewide Planning and Research Cooperative System