



STATE OF NEW YORK DEPARTMENT OF HEALTH

800 North Pearl Street, Room 231

Albany, New York 12204

Richard F. Daines, M.D.
Commissioner

Wendy E. Saunders
Executive Deputy Commissioner

May 19, 2009

Re: Edit on Physician License Number

Dear SPARCS Coordinator:

As part of the New York State Department of Health's continuing efforts to improve the quality of its data submissions, a new edit on physician license numbers will be implemented. All future SPARCS submissions must contain a minimum of 90% valid license numbers for physicians authorized to provide patient care. The edit will be placed on the following data elements: **Attending Physician, Operating Physician, and Other Physician License Numbers effective June 1, 2009**. For transitional purposes, this will be a "warning" edit until **December 31, 2009**. A "warning" message will be displayed on your upload report from June 1- December 31, 2009. Effective **January 1, 2010** this edit will become a critical error.

The Physician License edit will be a pre-edit, i.e., it will occur immediately upon submitting your file on the Health Commerce System (HCS). **In January 2010, if your submitted data file does not pass the 90% threshold for physician license numbers, the data file will not pass onto the mainframe edit program to complete the SPARCS submission.**

Fortunately, most facilities are currently exceeding the 90% threshold on their submitted files. However, due to the critical use of this data element by the Office of Professional Medical Conduct and others, it is imperative that all health care facilities submit valid license numbers for physicians authorized to provide patient care.

To assist in this process, we have created a patient specific report available only on the Health Department's secure website, HCS. Specifically, the reports are located on the HCS on the SPARCS Quality Report page, <https://commerce.health.state.ny.us/hpn/sparcs/qualityreports.html>. Where applicable, the dropdown box for "Quality Reports" will list one or more of the following for your use. (Referenced by the type of file, Inpatient or Outpatient, and year.)

<u>Type of File</u>	<u>Report Names</u>
Inpatient	PhysLic_IP_08, PhysLic_IP_09
Outpatient	PhysLic_OP_08, PhysLic_OP_09

These reports contain data elements needed in identifying specific medical records to correct the physician licenses. A sample report is enclosed.

We ask that your facility investigate the report(s) posted on the HCS to determine why inaccurate physician license numbers were reported. If your examinations reveals that licenses were active at the time of treatment and have since expired, this is acceptable. Ideally, your facility should correct any erroneous physician license numbers and resubmit the files via the HCS.

Thank you very much for your cooperation in this important matter. If you have any questions or if we may be of any assistance in your review, please contact John McDevitt in the SPARCS Administrative Unit by phone at 518-473-8144 or 1-800-638-3808 or via e-mail at sparcs@health.state.ny.us

Sincerely,



Laura K. Dellehunt
Director, SPARCS Administrative Unit
Bureau of Biometrics and Health Statistics

Enclosures:
Information Sheet on Physician License Edit
Sample HCS Physician License Edit Report

SPARCS Information Sheet

Physician License Edit

What:

- Three data fields: Attending Physician, Operating Physician and Other Physician license numbers
- 90% Threshold edit
- Compares your submitted license numbers to the current version of the NYS Education Department (NYS Ed) license file

When:

- Warning Error effective June 1, 2009
- Critical Error effective January 1, 2010

Why:

Due to the crucial nature of this data element, all future SPARCS submissions must contain a minimum of 90% valid license numbers for physicians authorized to provide patient care. **If your submitted data file does not pass the 90% threshold for physician license numbers, the data file will not be accepted and passed on to the mainframe edit program to complete the SPARCS submission.**

How edit works:

In essence, this will be a 'pre-edit' on three data fields contained in your submission file. This pre-edit will check the three data fields (attending, operating and other physician license numbers) depending upon the discharge date of record. The discharge date will trigger the physician license edit. The edit will be associated with the current month of discharge, and the previous two months.

For example, in calendar month July 2009, the May 2009 discharges will be due (based on the 60 day cycle). In this example, the data file submitted in July 2009 will typically have some March (i.e. 50 records), some April (i.e. 70 records) and mostly May (i.e. 580 records) discharges/visits. The edit will check the license number of the discharges of the current month due (e.g. May) and the previous two months (e.g. April and March).

Any other data records with a later or earlier discharge month/year submitted within the submission file will bypass the new data edit and will proceed to the mainframe edit program. This allows for a current validation of physicians listed on the NYS Education Department (NYS Ed) license file. (The NYSED file contains a current (real time) list of registered and active physicians). You will need to correct the incorrect license numbers and resubmit the file.

How to correct:

To assist in identifying potential errors, the following websites may be used:

- The NYS Education Department's website: www.op.nysed.gov/opsearches
- Appendix J of the SPARCS Input Data Dictionary, which outlines the coding used to designate the license type (Located on the web at: www.health.state.ny.us/statistics/sparcs/sysdoc/elements_837/index.htm)
- "DOH Physicians License Look Up Tool", a Look Up Tool located under Tools on the SPARCS HCS homepage: <https://commerce.health.state.ny.us/hpn/sparcs.html>

