

FCM Activity File Specs





Overview:

The FCM Activity File will allow you to create a member record along with a segment for that member.

Sample File:

Creating a member and segment:

https://drive.google.com/file/d/1Yq2FeQVYVfcY8F39okXYq3-H9qNR0vjA/view?usp=share_link

Ending an Outreach Segment:

https://drive.google.com/file/d/1OOeDGRPiIDzEI5G8w5RFxv_pU9vNa6M_/view?usp=sharing

Column A	ID	FCM ID		Not Required
Column B	CIN	Medicaid ID	AB12345C	Required
Column C	Date of Birth	Member's DOB	ddmmyyyy	Not Required
Column D	Gender	Medicaid Gender	M/F	Not Required
Column E	First Name	Member First Name	Alpha	Not Required
Column F	Last Name	Member Last Name	Alpha	Not Required
Column G	Address 1	Member Address	Alpha/Numeric	Not Required
Column H	Address 2	Member Address	Alpha/Numeric	Not Required
Column I	City	City	Alpha	Not Required
Column J	State	State, NY	Alpha	Not Required
Column K	Zip	Zip Code	Numeric	Not Required
Column L	Phone	Member Phone	Numeric	Not Required



Column M	Managed Care Provider ID	Leave Blank	Numeric	Not Required
Column N	Provider ID	CMA MMIS ID	Numeric	Required

Column O	Delete Activity	Leave Blank	Numeric	Not Required
Column P	Activity Type	See Below	2,3,5,6	Required
Column Q	Activity Date	Activity Date	ddmmyyyy	Required
Column R	Outreach Method	See Below	1,2,3,100	Not Required
Column S	Enrolled Service Method	See Below	1, 2, 3, 4, 5	Not Required
Column T	Enrolled Service Delivery	See Below	1, 2, 3, 101	Not Required
Column U	Discontinue Reason Code	Date	Numeric	Required for Activity Type 3,6

Activity Type:

- Activity Type 2: Outreach Activity
- Activity Type 3: Discontinue Outreach
- Activity Type 5: Enrolled Service
- Activity Type 6: Discontinue Enrolled Service

Activity Type 2 (Outreach Activity):

- Creates the patient if the patient does not already exist in FCM
- Creates a new outreach segment starting at the beginning of the month of the activity date if a segment covering the activity date does not already exist in FCM
- Creates an encounter on the specified activity date, assigning encounter types and core services using the "Outreach Methods" column and the following rules:

Outreach Methods



ID	Description	Encounter Type Created	Successful contact assumed	Core service assigned?
1	Mail	Mail/Email Outreach	No	No
2	Phone/Text	Phone/Text Outreach	No	Yes: Comprehensive Care Management
3	In Person	In-Person Outreach	No	Yes: Comprehensive Care Management
100	Successful Face to Face	Successful Face To Face Outreach	Yes	Yes: Comprehensive Care Management

Activity Type 3 (Discontinue Outreach)

- Adds an end date to an outreach segment that is active as of the activity date
- Adds the end date reason code specified in the activity file

Activity Type 5 (Enrolled Service)

- Creates the patient if the patient does not already exist in FCM
- Creates a new enrolled segment starting at the beginning of the month of the activity date if an enrolled segment covering the activity date does not already exist in FCM
- If an outreach segment is open as of the activity date, the outreach segment is ended
- Creates an encounter on the specified activity date, assigning encounter types and core services using the "Enrolled Service Delivery" and "Enrolled Service Method" columns along with the following rules:

Enrolled Service Method

ID	Description
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1	Comprehensive Care Management
2	Care Coordination and Health Promotion
3	Comprehensive Transitional Care
4	Patient and Family Support
5	Referral to Community and Social Support Services

Enrolled Service Delivery

ID	Description	Encounter Type Created	Successful Contact?	Core Service Assigned?
1	Mail	Mail	No	No
2	Phone/Text	Telephone Contacted	Yes	Yes, if an Enrolled Service Method is specified
3	In Person	In person enrolled activity	Yes	Yes, if an Enrolled Service Method is specified
101	Unsuccessful	Unsuccessful enrolled activity	No	No

Activity Type 6 (Discontinue Enrolled Service)

- Adds an end date to an enrolled segment that is active as of the activity date



- Adds the end date reason code specified in the activity file



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