EDGE Server Database Backup Process for 2014 Data

June 16, 2015

Health Insurance Marketplace Program Training Series

CMS CENTERS FOR MEDICARE & MEDICAID SERVICES

Purpose

This External Data Gathering Environment (EDGE) server session will:

- Provide issuers and Third Party Administrators (TPAs) information about preparing for 2015 data submission to include:
  - New EDGE Schema
  - 2014/2015 Data Submission Requirements
  - 2015 Plan Data Load

Session Guidelines

- This is a 60-minute webinar session.
- For questions regarding content, please submit inquiries to Registration for Technical Assistance Portal (REGTAP) at https://www.REGTAP.info/.
- For questions regarding logistics and registration, please contact the Registrar at (800) 257-9520.

Overview of EDGE Server Database Backup Process for 2014 Benefit Year Data

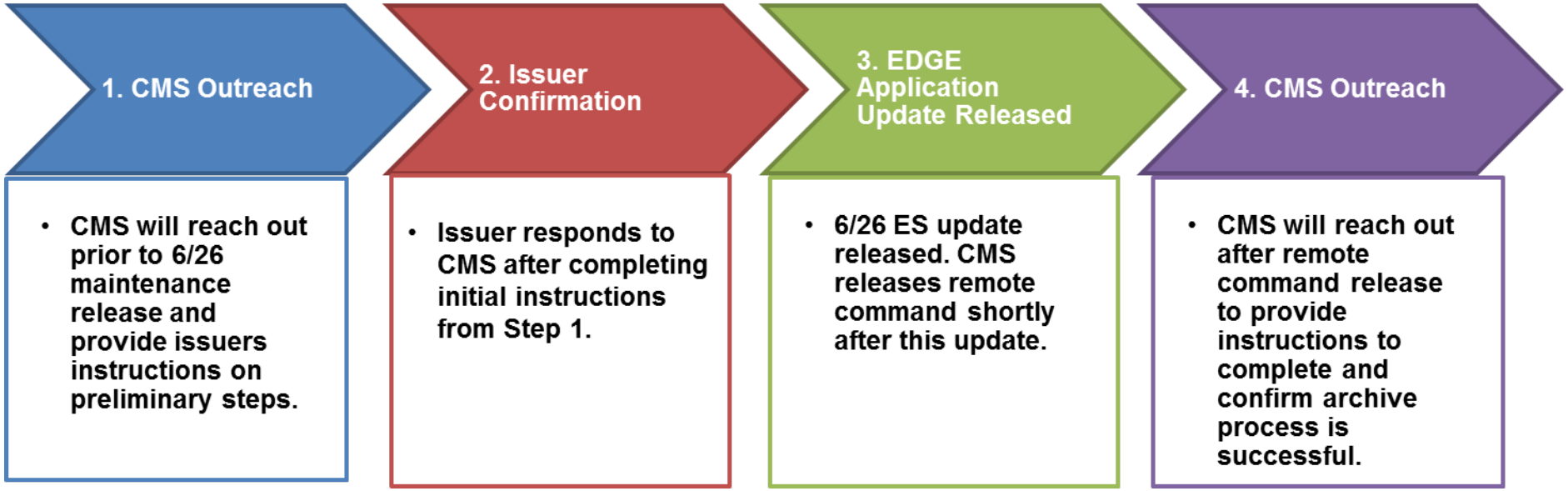
- The Centers for Medicare & Medicaid Services (CMS) is releasing an EDGE server application update on June 26, 2015 that will include an update to allow issuers to archive current data on their servers.
- Following the release, CMS will execute the new remote command to archive 2014 Benefit Year data.
- In order to successfully execute the archive process, issuers will be required to follow the guidance outlined in these slides.

EDGE Server Database Backup Process for 2014 Benefit Year Data

- The PROD, TEST and COMMON database schemas will be re-named to archive all data used for the 2014 Risk Adjustment (RA) and Reinsurance (RI) calculations.
- The current database schemas will be re-created with the existing schema names to process 2015 Benefit Year data.
- The database backup process will ensure 2014 Benefit Year data is not altered, but remains accessible while processing 2015 Benefit Year data.

Database Backup Process

- The following steps outline the process for completing an EDGE server (ES) database backup in preparation for 2015 Benefit Year data submissions:

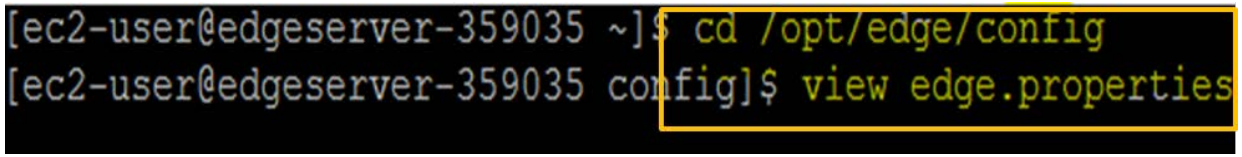


Step 1: Account Manager Outreach

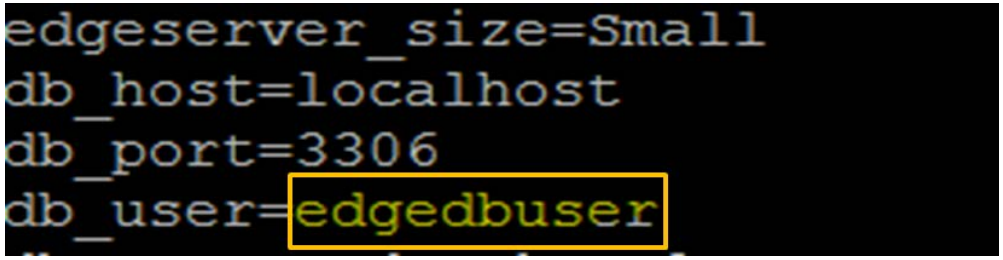
- Financial Management (FM) Service Managers (formerly known as Account Managers) will contact their issuers prior to June 18, 2015 and provide instructions to complete before CMS releases the remote command to prepare issuers' EDGE servers:
  - Steps to identify the database user
  - Steps to grant the required permissions to the database user to execute the archive process
- All issuers must complete the steps before June 26, 2015.

Identify Database User

- Go to /opt/edge/config directory and open edge.properties to identify database user.



- In the 'db_user' field is the database user ID.
  - In the image below, db_user is **'edgedbuser'.**



Grant Permissions to Database User

- Next, issuers will need to grant the required permissions for the database user identified in the previous step to execute the archive process.
  - In the below example**, 'edgedbuser'** is granted the permissions highlighted:

```
Type 'help;' or '\h' for help. Type '\c' to clear the current input statement.

mysql>
mysql> GRANT CREATE, DROP, SELECT, INSERT, DELETE, ALTER, UPDATE  ON *.* TO 'edgedbuser'@'localhost' ;
Query OK, 0 rows affected (0.00 sec)

mysql>
mysql> FLUSH PRIVILEGES;
Query OK, 0 rows affected (0.00 sec)
```

Step 2: Issuer Confirmation

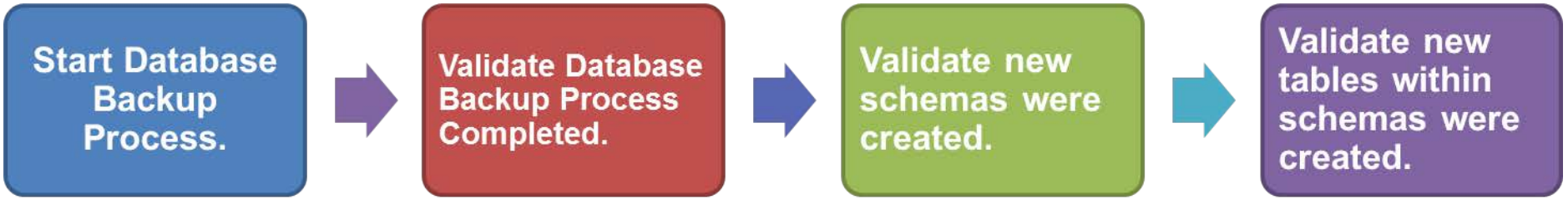
- Once issuers complete the preliminary steps, issuers will send a confirmation to their FM Service Representative.
- FM Service Representatives will track completion of these steps and provide status updates to CMS prior to June 26, 2015.
- Issuers should send all questions/updates to the FM Service Representative mailbox: ffm.app.maint.EDGE@accenturefederal.com

Step 3: EDGE Server Application Update Released

- On June 26, 2015, CMS will release an EDGE server application update which will include the update to allow issuers to archive the data on issuers' servers.
- Once CMS confirms all issuers have executed the steps provided by their FM Service Representatives that must be completed before June 26, 2015, CMS will release the remote command to execute the archive process.
- Once the application update is released, issuers will need to execute a local "edge" command to apply the updates (e.g. **'edge version**').

Step 4: FM Service Representative Outreach

- FM Service Representatives will contact issuers after the archive remote command is released and provide instructions for issuers to complete and verify the archive process is successful:



Start Database Backup Process

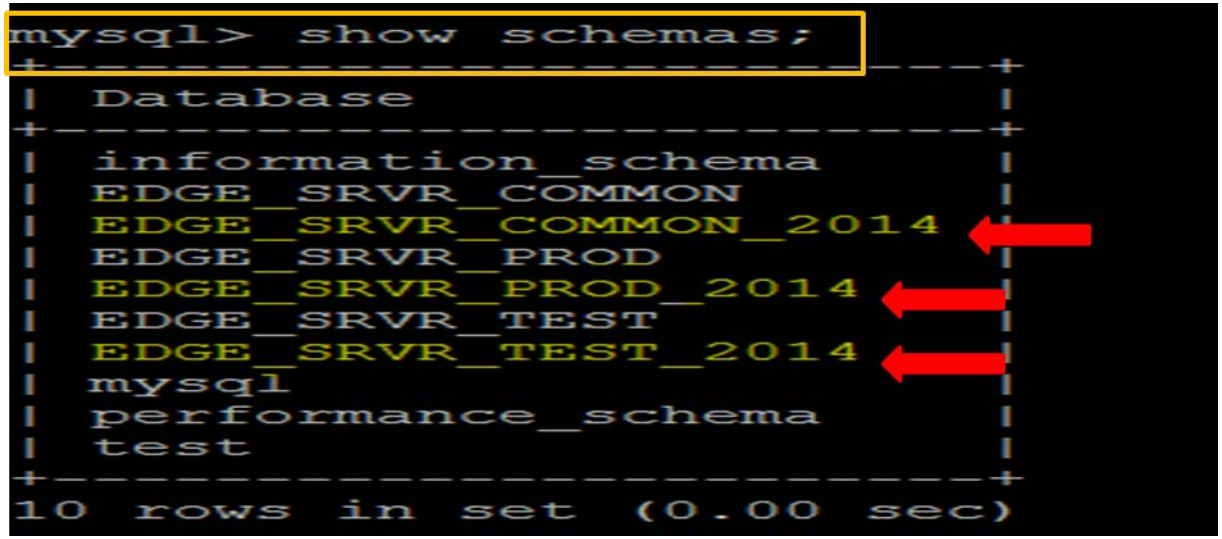
- The following remote command will be staged as part of the database backup process.
  - **YEAR_END_BACKUP_DB**
- Similar to applying the EDGE server application updates, issuers will need to execute a local **'edge'** command to complete the database backup process:
  - **edge update** or **edge version**

Validate New Schemas Created

- To validate that the database backup process has completed successfully, check to confirm the following schemas were created:
  - **EDGE_SRVR_COMMON_2014**
  - **EDGE_SRVR_PROD_2014**
  - **EDGE_SRVR_TEST_2014**

List New Schemas Created

- Execute the following command in MySQL **'show schemas'** to list all schemas:
  - **show schemas;**



Validate New Tables Created in Schemas

- The next step is to validate the new tables were created in the new schemas.
- The following slide will display the commands that need to be executed in MySQL to quickly validate if the correct tables are created in the newly created schemas.

Validate Database Schema Tables

COMMON Schema	PROD Schema	TEST Schema
Execute: EDGE_SRVR_COMMON_2014	Execute: EDGE_SRVR_PROD_2014	Execute: EDGE_SRVR_TEST_2014
To list the tables, execute: show tables;	To list the tables, execute: show tables;	To list the tables, execute: show tables;
Table Count: 71	Table Count: 25	Table Count: 25

2014 and 2015 Data Submission Requirements

Important Dates

- 2015 plan reference data will be loaded to issuer servers on Friday, July 10, 2015.
- The blackout period currently in effect will be lifted on Monday, July 13, 2015.
- Issuers may begin submitting data to both the test and production zones, in accordance with the following guidance, on Monday, July 13, 2015.

2014 and 2015 Enrollment Data Submission

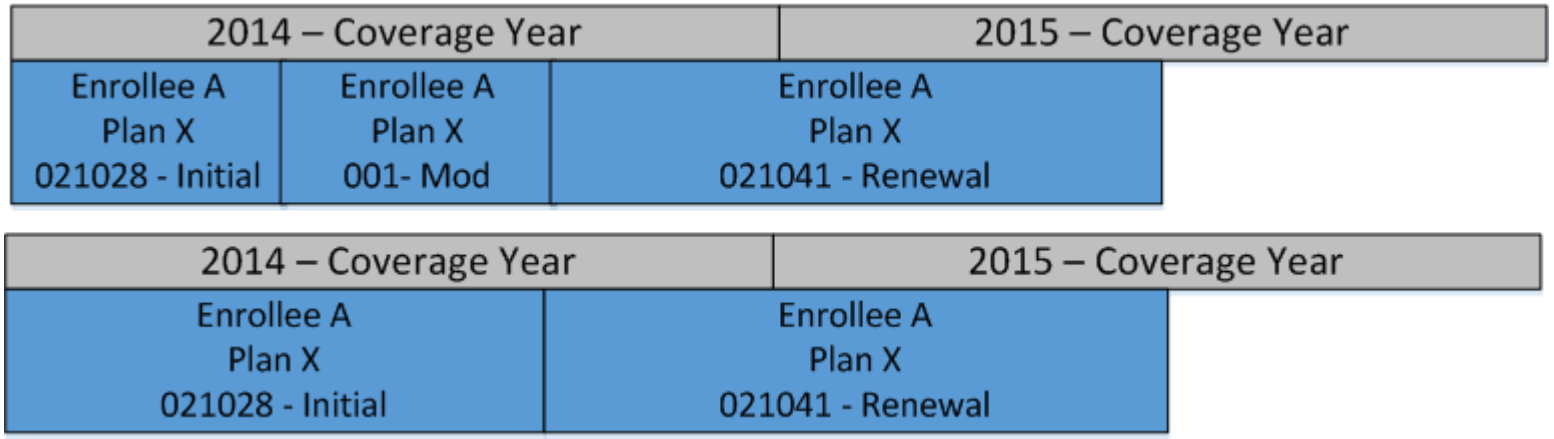
- Issuers will need to continue to submit 2014 enrollment data due to the enrollment verifications that are currently in place.
  - Renewals (021041) must be one (1) day after the coverageEndDate of an enrollment period for the same enrollee ID and Plan ID.
    - 2014 enrollment data must be submitted for any enrollee who is renewing in 2015.

2014 – Coverage Year		2015 – Coverage Year
Enrollee A Plan X 021028 - Initial	Enrollee A Plan X 001- Mod	Enrollee A Plan X 021041 - Renewal

2014 – Coverage Year	2015 – Coverage Year
Enrollee A Plan X 021028 - Initial	Enrollee A Plan X 021041 - Renewal

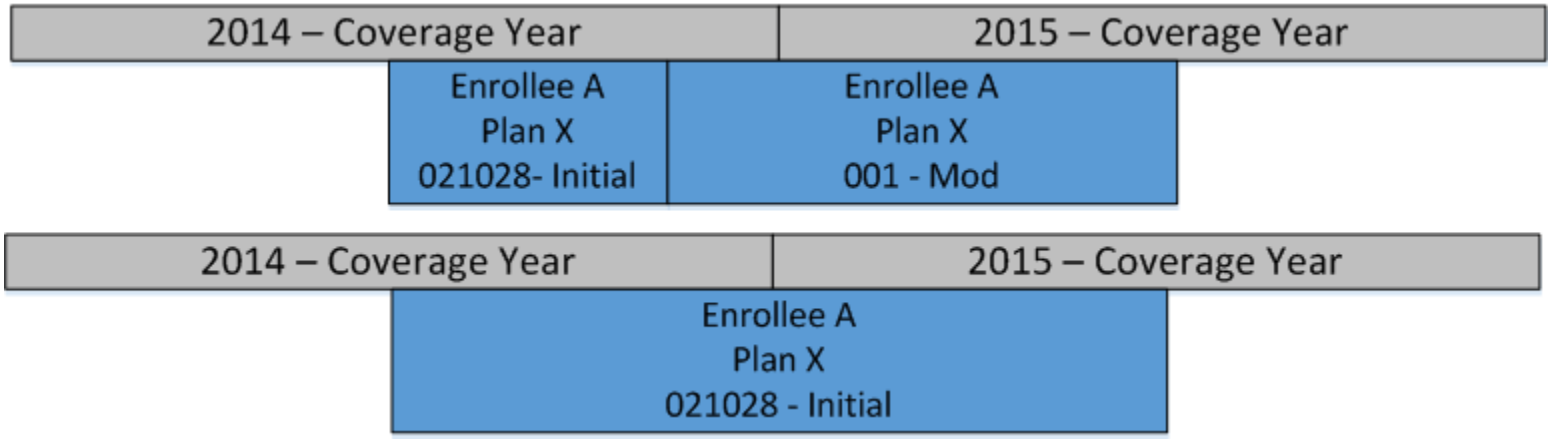
2014 and 2015 Enrollment Data Submission
(Continued)

- Enrollment periods that cross calendar years must also be submitted in their entirety in accordance with this rule.



2014 and 2015 Enrollment Data Submission
(Continued)

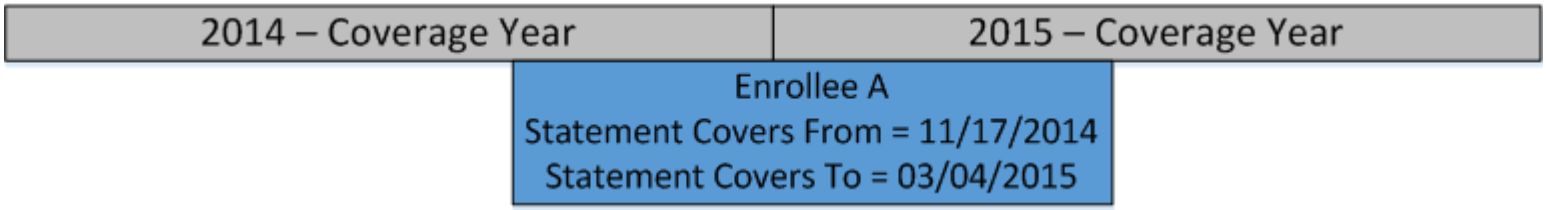
- Enrollment periods that first began as initial enrollments at some point in 2014 should be submitted in their entirety.



- Submission of dependent enrollee records will not change. Issuers should continue to submit data in accordance with previously provided guidance.

2014 and 2015 Claims Data Submission

- Issuers must resubmit medical claims that cross the calendar year.
  - Statement Covers From date in 2014 AND Statement Covers To date in 2015.
    - If these claims are not resubmitted, they will not be considered for 2015 Risk Adjustment and Reinsurance.



2014 and 2015 Claims Data Submission (Continued)

- Issuers must submit medical claims with 2015 Statement Covers From and To dates and pharmacy claims with a 2015 Fill Date.
- Issuers should not submit medical claims with 2014 Statement Covers From and To dates or earlier, or pharmacy claims with a 2014 Fill Date.
  - ➢ Claims with 2014 Statement Covers dates or 2014 Fill Dates will be rejected.

2014 and 2015 Claims Data Submission (Continued)

- Any medical or pharmacy claim submitted for the 2014 Benefit Year will be rejected with the following Error Messages:
  - Medical:
    - Error Message: Statement Covers Through date must be within the current payment year(s) accepted by the EDGE server.
  - Pharmacy:
    - Error Message: Fill Date must be within the current payment year(s) accepted by the EDGE server.

2015 Plan Reference Data

2015 Plan Reference Data

- CMS will update issuer EDGE server plan reference data tables on July 10, 2015.
  - Issuers can expect all on-Exchange plans (Federally-facilitated Marketplace and State-based Marketplace) to be included.
  - Issuers can expect all off-Exchange plans submitted, and attested to, to the Rate and Benefits Information System (RBIS) by June 12, 2015 to be included.
    - Issuers who did not submit data by June 12, 2015 will not have their plan reference tables updated with off-Exchange plans.
    - Issuers will have another opportunity to submit data to RBIS between July 6, 2015 and August 7, 2015.
      - CMS will notify issuers when plan data submitted during this window will be updated.

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2015 Plan Reference Data (Continued)

- For 2015, CMS will not utilize the “work around” template process that was in place for the 2014 data submission period.
  - Issuers must follow the appropriate process to submit off-Exchange data to RBIS by the published deadlines.
  - Issuers must respond to any RBIS feedback and submit any corrections needed.
  - Issuers participating in today’s webinar should contact the appropriate parties in their organization to ensure that off-Exchange plan reference data has been submitted and accepted by the RBIS team.
  - Questions regarding RBIS data submission should be sent to CCIIOPlanFinder@cms.hhs.gov.

2015 Plan Reference Data (Continued)

- 2014 plan reference data will remain active in the plan reference table with a 2014 Market Year.
- 2015 plan reference data will be loaded to the reference table with a Market Year of 2015.

Plan ID	Effective From	Effective To	Payment Year
11801PA004000102	01/01/2014	12/31/2014	2014
11801PA004000102	01/01/2015	12/31/2015	2015

Plan ID	Effective From	Effective To	Payment Year
02114NY001000103	01/01/2014	12/31/9999	2014
02114NY001000103	01/01/2015	12/31/9999	2015

Next Steps

- CMS will release updated code on June 26, 2015 to create new 2014 Benefit Year data schemas.
  - CMS FM Service Representatives will conduct outreach to assist issuers with the backup of 2014 Benefit Year schemas.
- CMS will update issuer EDGE server plan reference data on July 10, 2015.
- Issuers should prepare enrollment and claims data for submission in accordance with provided guidance.
- CMS will continue to support Stakeholders throughout the 2015 Benefit Year data submission period and will continue to host training sessions to address any questions.

Questions?

To submit questions by phone:

- ❑ Dial ‘14’ on your phone’s keypad
- ❑ Dial ‘13’ to exit the phone queue

Resources

HTTPS://WWW.REGTAP.INFO

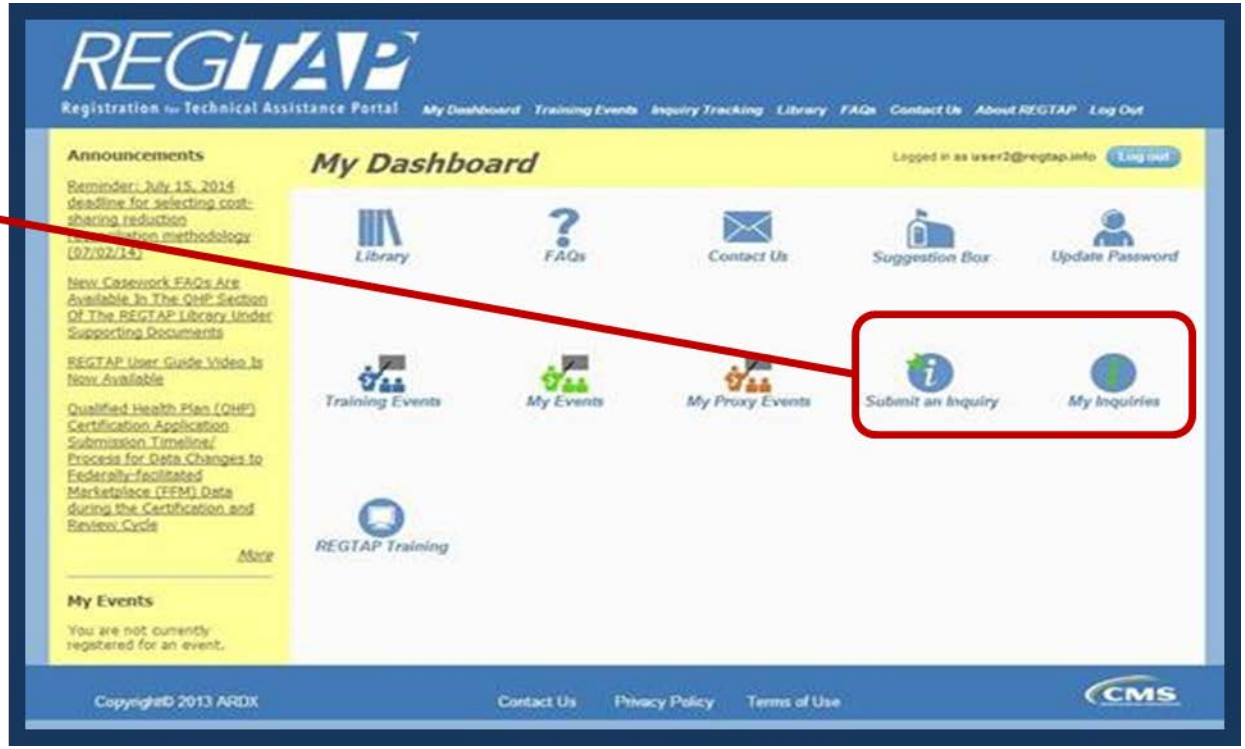
Resources

Resource	Resource Link
Center for Consumer Information and Insurance Oversight (CCIIO)	http://www.cms.gov/cciio
Registration for Technical Assistance Portal (REGTAP) • Registration • Inquiry Tracking and Management System (ITMS) • Resource Library • Frequently Asked Questions (FAQs)	https://www.REGTAP.info/

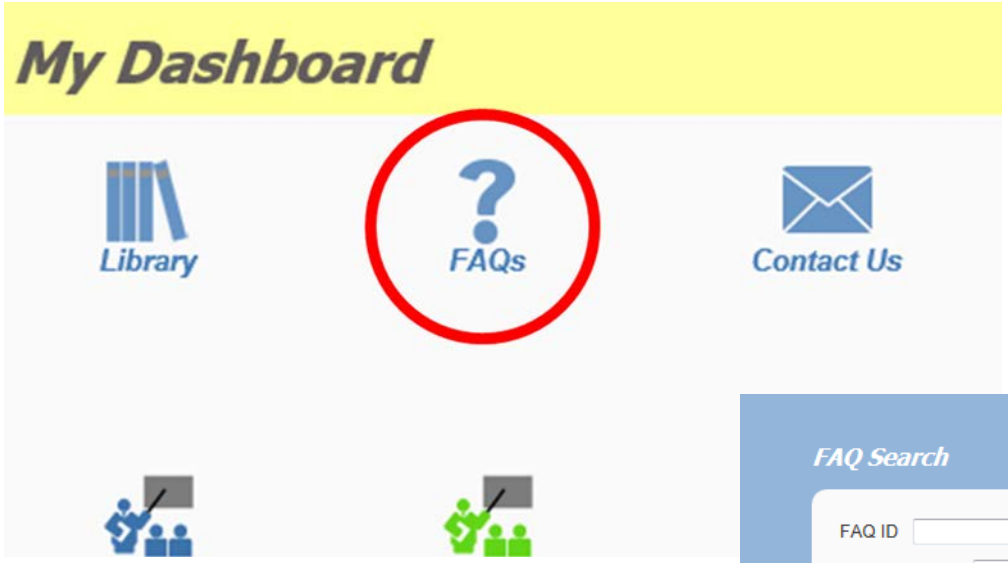
Inquiry Tracking and Management System (ITMS)

Stakeholders can submit inquiries to ITMS at https://www.REGTAP.info

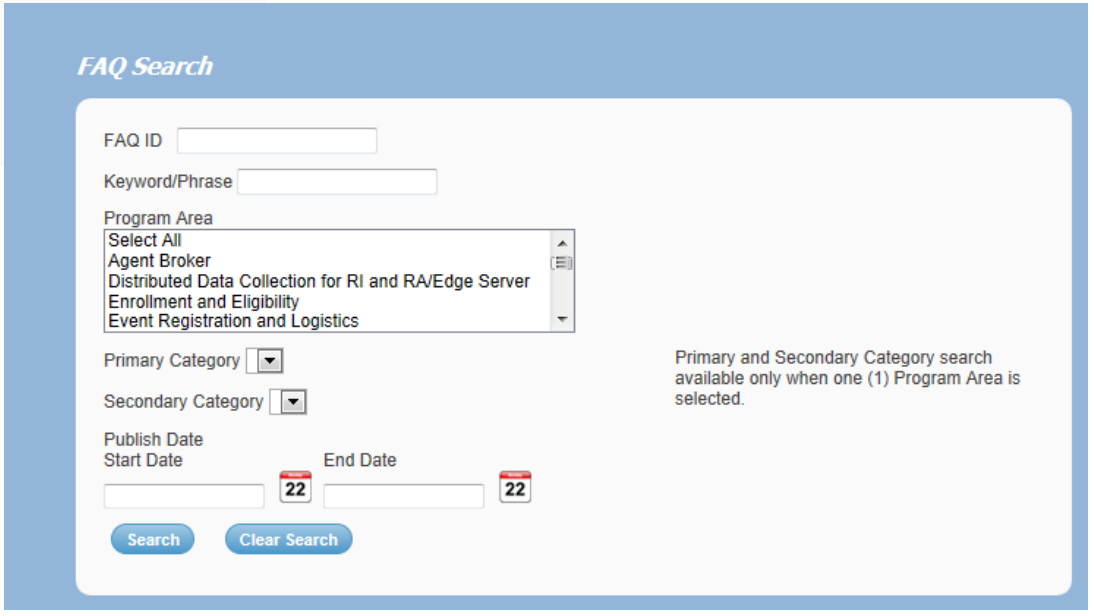
Select ‘Submit an Inquiry’ from My Dashboard.



FAQ Database on REGTAP



The FAQ Database allows users to search FAQs by FAQ ID, Keyword/Phrase, Program Area, Primary and Secondary categories, and Publish Date.



FAQ Database is available at https://www.regtap.info/

Closing Remarks