Technical Specification
for the
Outside Use Report

(Patients with Signed Consent)

Ministry of Health and Long-Term Care

Ontario

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Notice to Reader

All possible measures are exerted to ensure the accuracy of the contents of this technical specification document; however, the document may contain typographical or printing or other errors. The reader is cautioned against complete reliance upon the contents of the document without confirming the accuracy and currency of the information contained in it. The Crown in Right of Ontario, as represented by the Ministry of Health and Long-Term Care (MOHLTC), assumes no responsibility for errors or omissions in any of the information contained in this manual, or for any person's use of the material therein, or for any costs or damages associated with such use. In no event shall the Crown in Right of Ontario be liable for any errors or omissions, or for any damages including, without limitation, damages for direct, indirect, incidental, special, consequential or punitive damages arising out of or related to the use of information contained in this manual.

This technical specification is intended only to assist and guide the development of software and information management to access the reports outlined in this document.

This document does contain sample reports, XML (**E**x**t**ensible **M**arkup **L**anguage) files. The Ministry of Health and Long-Term Care will make revisions to the specification as required and will make every effort to give as much advance notice as possible of such revisions. It is essential that software developers keep current regarding any changes to this specification.

- Please direct any questions to the **Service Support Contact Centre (SSCC) at 1 800 262-6524 or** SSContactCentre.MOH@ontario.ca.

Intended Audience for this Technical Specification Document

- This document is intended for use by developers of various software applications and products. It describes the XML schemas for the Outside Use Report (Patients with Signed Consent).

Introduction

This document is intended to provide the reader with sufficient information to decompose XML documents related to medical claims payment information. More specifically, the technical specifications contain annotated XML schema decomposition information for the Outside Use Report.

The introduction provides an overview of the Outside Use Report, the Medical Claims Electronic Data Transfer service and provides a glossary of the terminology used throughout the document.

The reports will be available in PDF and XML format via the Medical Claims Electronic Data Transfer (MC EDT) service which adheres to the Electronic Business Service (EBS) security model, Identity Provider (IDP) and as such requires that the unique ministry identifier for a Service Requestor (SR) has been established.

Although the ministry does provide an MC EDT web user interface for Enrolled Service Users to also download the XML file, all program to program interfaces to consume these reports and files MUST use the MC EDT web service and should never interface to the user interface. The user interface can and will change from time to time without notification.

See Appendix A within this document for a more information on the MC EDT Service.

Outside Use Report (Patients with Signed Consent)

Outside Use is a core service that is provided to enrolled patients by any family physician who is not affiliated with the patient's primary care group. The report includes outside use details for each physician within a specific primary care group to assist in the calculation of their Access Bonus payment.

This electronic report replaces the previous paper produced report.

See Appendices within this document for the terminology, abbreviations, glossary of XML Terms, data models, sample reports, schema and XML file.

XML Schemas

The XML Schema definitions (XSD) for the Outside Use Report are well-formed and valid.

The schema for each report is included in the Appendices.

Validation of a XML document against the XSD

A valid XML document contains a reference to a XML Schema Definition (XSD), and its elements and attributes follow the grammatical rules that the XSD specifies.

The fields described in the schema definition are necessarily generic in order to follow the XML data typing standards.

This format consists of a dataset element, which contains a metadata element and a data element. The metadata element contains the data item information in item elements. The data element contains all the row and value elements.

Testing

Testing of the XML Schemas has been performed according to W3C Standards. The W3C organization has an XML Schema (XSD) Validation Tool, which is available online over the World Wide Web.

APPENDIX A: Medical Claims Electronic Data Transfer (MC EDT)

The MC EDT service is a framework which allows electronic file processing to and from the ministry's adjudication and reporting systems. Service users who are authenticated to the MC EDT service can upload (send) files to the ministry for processing. Related reports can also be retrieved through this information channel by authorized users or their agents (designates).

Service users and their agents must first register and enroll for a set of security credentials and be authenticated to the MC EDT service before they can upload (send) or download (receive) reports or files. The contents and format of files remain exactly as transmitted from the service user or from the ministry's information technology systems.

The screen print below illustrates how the Outside Use Reports will appear as menu selection options via the MC EDT Web Page, and List of Reports. The Report Name will appear under the Subject heading and there is a two digit identifier assigned to each report in the file name under the Item heading.

Here's how you decipher the file name **LEOU4567.123** shown under the Item heading above:

L	=	First alpha character is a unique identifier referencing the program area (L = Primary Care)
E	=	The next alpha character is the report month (Where A = Jan, B = Feb, C = March, L = December), in this example E = May
OU	=	The next 2 alpha characters are the unique identifiers for the type of report (OU = Outside Use Report)
9999	=	The 4 digits are the MC EDT Service Tracking Serial Number, in this example 4567
.999	=	The last 3 digits are the file extension, in this example .123

Therefore, the report file name in the above sample refers to the Primary Care, Outside Use Report, for the month of May.

Listed below is the two digit identifier for each of the reports:

Report Name	Report Name (as seen in MC EDT, and List of Reports)	Report Type 2 Digit Identifier
Outside Use Report (Patients with Signed Consent)	Outside Use	OU

For more information on the MC EDT service please refer to the current version of the technical specification for Medical Claims Electronic Data Transfer (MCEDT) service at the following URL:

http://www.health.gov.on.ca/english/providers/pub/pub_menus/pub_ohip.html

Please direct any MC EDT questions to the **Service Support Contact Centre (SSCC) at 1 800 262-6524 or** SSContactCentre.MOH@ontario.ca.

APPENDIX B: Document Terminology

Term	Definition
Electronic Business Services (EBS)	The Electronic Business Service is a framework which provides an electronic business gateway that exposes Ministry of Health and Long-Term Care (MOHLTC) services to the Broader Health Sector and provides a full featured IAM suite of provisioning, business enrolment, business and IT federation agreements, technical specifications and terms of acceptable use governance.
Identity Provider (IDP)	A party or organization that creates, maintains, and manages identity information for *principals* and performs principal authentication for other parties or organizations.

Appendix C: Glossary of XML Terms

The table below lists each XML field name and its associated field name in the paper report, along with a short description for the field name.

(From Source: http://www.health.gov.on.ca/en/pro/publications/ohip/tech_specific/electronic_reports/docs/glossary_terms.pdf)

GLOSSARY OF XML TERMS		
XML Field Name	**Paper Report**	**Description**
Group ID	Group	A ministry registration number assigned to organizations to facilitate payment consolidation.
Group Name	Group	The name of the organization which facilitates payment consolidation.
Group Type	Group/Solo Level Name	Name to describe the type of group (will be either Group or Solo).
Patient First Name	Patient Name, First Name	Patient's first name.
Patient Health Number	Health Number, Patient HN	The unique 10 digit individual health identification number assigned by the ministry to eligible Ontario residents.
Provider First Name	Physician, Provider	Provider's first name.
Provider Last Name	Physician, Provider	Provider's last name.
Provider Middle Name	Physician, Provider	Provider's middle name.
Provider Number	Physician, Provider	A ministry registration number assigned to individual providers who are lawfully entitled to provide insured services.
Service Amt	Fee Paid	Amount of payment.
Service Code	Fee Code	Code which appears opposite the description of insured benefits listed in the various MOHLTC Schedules of Benefits and Facility Fee Schedule.

GLOSSARY OF XML TERMS		
XML Field Name	**Paper Report**	**Description**
Service Date	Service Date	Date the patient received the service. YYYYMMDD
Service Description	Description	Description of the service code.

APPENDIX D: Data Models

From Source

http://www.health.gov.on.ca/en/pro/publications/ohip/tech_specific/electronic_reports/electronic.aspx

Option data models and Option "replace the following paper"

http://www.health.gov.on.ca/en/pro/publications/ohip/tech_specific/electronic_reports/data_models.aspx

DATA MODEL for Outside Use Report (Patients with Signed Consent) Models without Descriptions on Reports for Group Health Centre and Community Sponsored Agreement Models

REPORT	
REPORT-ID	CHAR (10)
REPORT-DATE	CHAR (10)
REPORT-NAME	CHAR (50)
REPORT-PERIOD-START	CHAR (10)
REPORT-PERIOD-END	CHAR (10)

GROUP	
GROUP-ID	CHAR (04)
GROUP-TYPE	CHAR (03)
GROUP-NAME	CHAR (75)

PROVIDER	
PROVIDER-NUMBER	CHAR (06)
PROVIDER-LAST-NAME	CHAR (30)
PROVIDER-FIRST-NAME	CHAR (20)
PROVIDER-MIDDLE-NAME	CHAR (20)
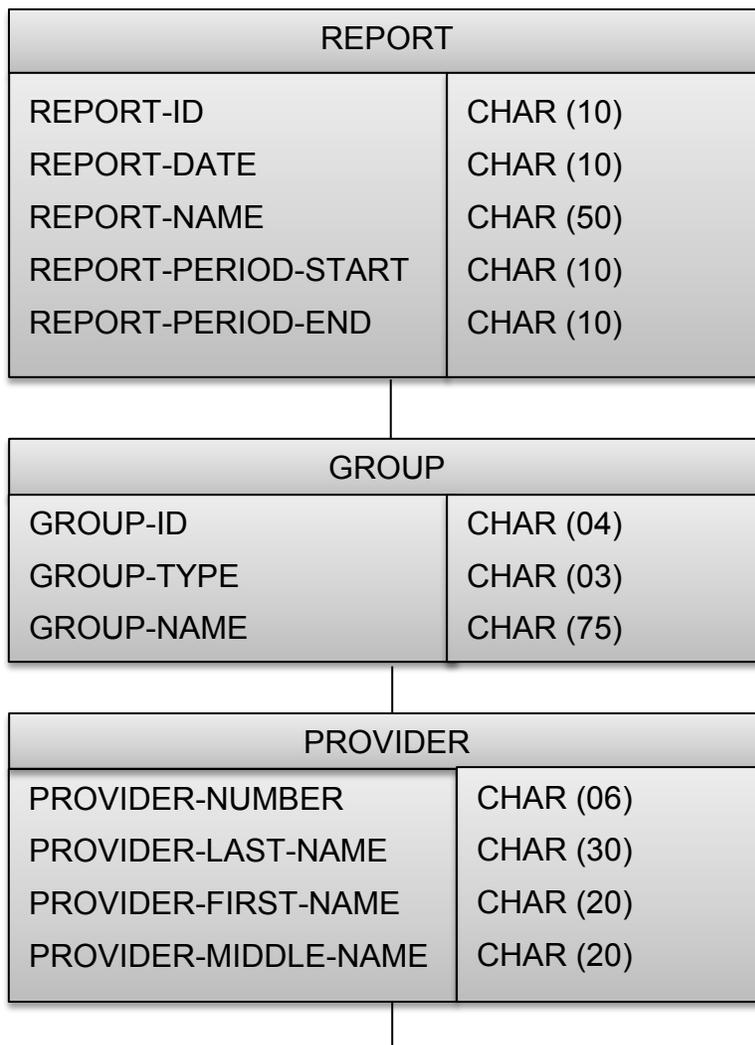
**DATA MODEL for Outside Use Report (Patients with Signed Consent)
Models without Descriptions on Reports for Group Health Centre and
Community Sponsored Agreement Models** (continued)
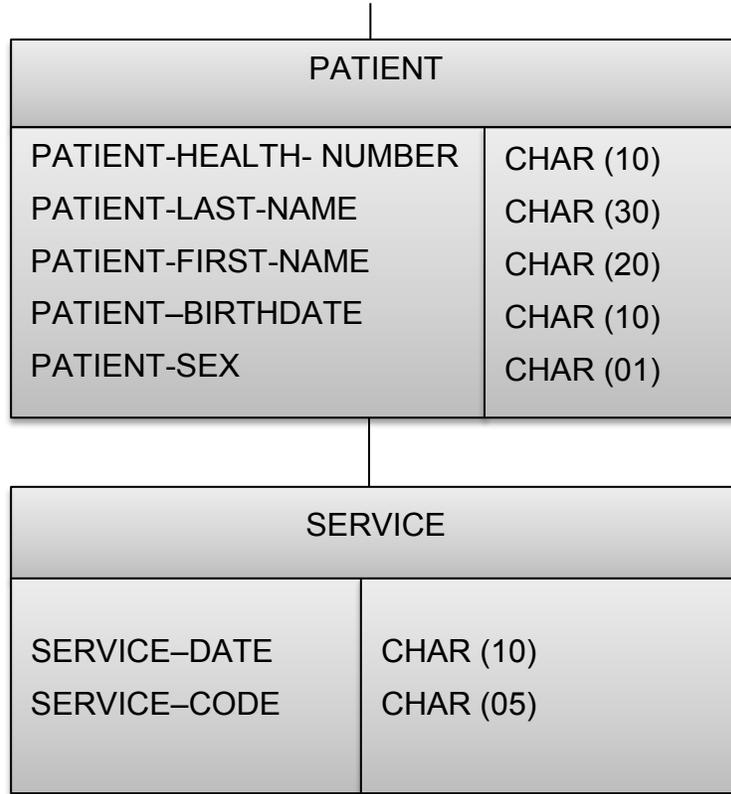
PATIENT	
PATIENT-HEALTH- NUMBER	CHAR (10)
PATIENT-LAST-NAME	CHAR (30)
PATIENT-FIRST-NAME	CHAR (20)
PATIENT–BIRTHDATE	CHAR (10)
PATIENT-SEX	CHAR (01)

| SERVICE	
SERVICE–DATE	CHAR (10)
SERVICE–CODE	CHAR (05)

From Source

http://www.health.gov.on.ca/en/pro/publications/ohip/tech_specific/electronic_reports/electronic.aspx

Option data models
http://www.health.gov.on.ca/en/pro/publications/ohip/tech_specific/electronic_reports/data_models.aspx

**DATA Model for Outside Use Report (Patients with Signed Consent)
Models with Descriptions on Reports for Family Health Network and Family
Health Organization Models**

REPORT	
REPORT-ID	CHAR (10)
REPORT-DATE	CHAR (10)
REPORT-NAME	CHAR (50)
REPORT-PERIOD-START	CHAR (10)
REPORT-PERIOD-END	CHAR (10)

GROUP	
GROUP-ID	CHAR (04)
GROUP-TYPE	CHAR (03)
GROUP-NAME	CHAR (75)

PROVIDER	
PROVIDER-NUMBER	CHAR (06)
PROVIDER-LAST-NAME	CHAR (30)
PROVIDER-FIRST-NAME	CHAR (20)
PROVIDER-MIDDLE-NAME	CHAR (20)
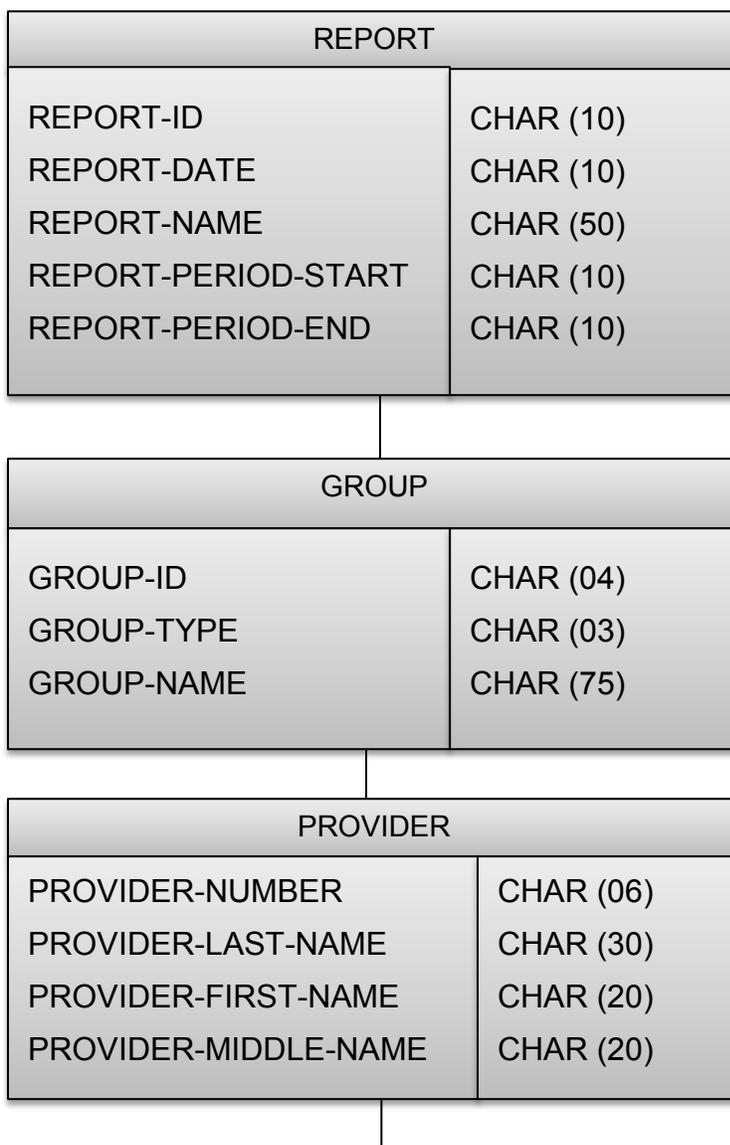
**DATA Model for Outside Use Report (Patients with Signed Consent)
Models with Descriptions on Reports for Family Health Network and Family
Health Organization Models** (continued)

PATIENT	
PATIENT-HEALTH-NUMBER	CHAR (10)
PATIENT -LAST-NAME	CHAR (30)
PATIENT-FIRST-NAME	CHAR (20)
PATIENT –BIRTHDATE	CHAR (10)
PATIENT-SEX	CHAR (01)

SERVICE	
SERVICE–DATE	CHAR (10)
SERVICE–CODE	CHAR (05)
SERVICE–DESCRIPTION	CHAR (39)
SERVICE–AMT	DECIMAL (9.2)
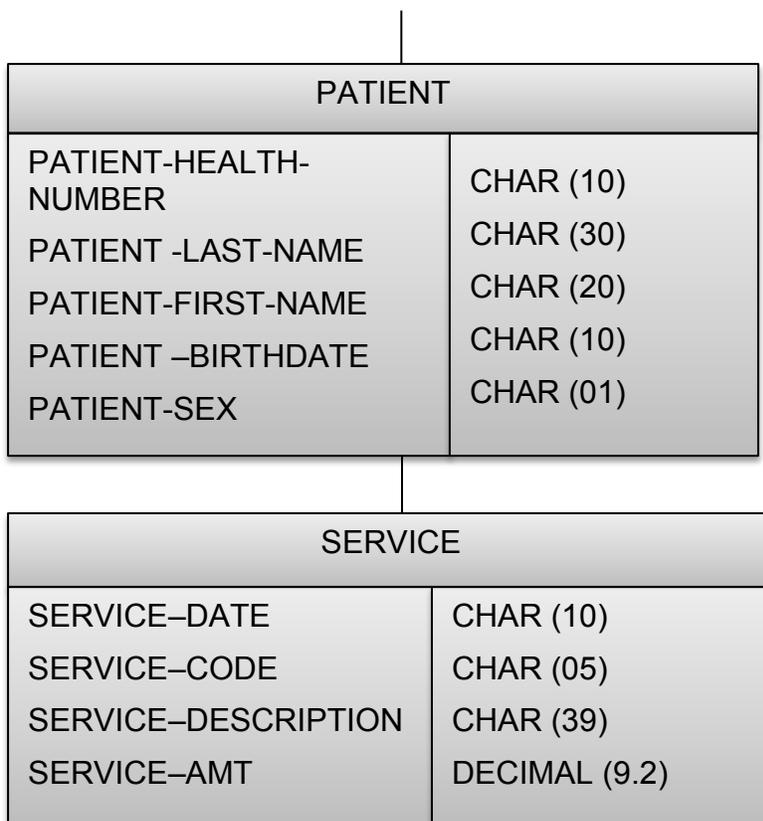
APPENDIX E: Technical Questions and Answers

Technical questions and answers about the delivery of the Outside Use Report via MCEDT are listed below:

Question	Answer
1. When will these reports are available electronically?	The Outside Use Report was available in EDT in the fall of 2009 and is currently available via MC EDT.
2. Why are these reports being provided in electronic format?	This is the first initiative in the ministry's long term strategy to provide current and future reports electronically to allow flexibility to customize reports.
3. Why are reports in XML format?	Extensible Markup Language (XML) is a recognized international standard for the encoding of data exchanged between third parties. It is widely used in both the private and public sectors and is an official standard of the Ontario Government. XML was chosen as the encoding standard due to its ease of implementation and the flexibility it offers when modifying reports.
4. What is an XML parser?	An XML parser is the piece of software that reads an XML file, recognizing the structure of the data it contains, and makes the data available to software applications. It tests whether a document is well-formed and, if given an XML schema, it will also check for validity (i.e., it determines if the document follows the syntactic and semantic rules defined by the schema).
5. What kind of software packages have an XML parser built in?	Microsoft Word and Excel both contain XML parsers, enabling them to recognize and display well-formed XML documents. Windows$^{®}$ operating systems since the 2000 version and Internet Explorer browsers version 5 and subsequent versions include a validating XML parser. Most third party internet browsers such as Firefox, Chrome, Safari, Opera, Lynx, Archne and Epiphany also have an XML parser built in. To determine if the software application is XML enabled, have it try to read one of the schemas or sample report files on the XML Schemas and Sample Reports link. Otherwise, contact your vendor.

Question	Answer
6. Can a Macintosh computer read these XML reports?	Yes, Macintosh computers can read the electronic report files and are currently in use for the submission of claims via EDT as well as retrieval of files sent to EDT mailboxes.
7. Are Clinical Management Systems (CMS) equipped to handle	Please follow up with your CMS vendor.
8. When will these reports be available to download through the MC EDT test environment?	The Outside Use Report is available via MC EDT.
9. What are the benefits of the sample reports?	The sample reports will assist vendors in testing parsers created from the schemas to read the XML reports. They are a starting point for vendors to develop test cases for their parsers and should not be considered to provide comprehensive test coverage.
10. Have the contents of the paper reports been changed?	No, the paper reports have not changed and the XML reports have all of the same data elements.

APPENDIX F: Sample Reports

A. Outside Use Report (Patients with Signed Consent) Models with Descriptions on Reports for Group Health Centre and Community Sponsored Agreement Models

```
                                                                    1       1       1       1       1       1
            1         2         3         4         5         6     7    8  0    9  1    2    3    4    5
   123456789012345678901234567890123456789012345678901234567890123456789012345678901234567890123456789012345678901234567890

REPORT ID...: PCRP60R1-C              OUTSIDE USE REPORT (PATIENTS WITH SIGNED CONSENT) **              MOHLTC
REPORT DATE: 2008-04-03                    REPORT PERIOD: MAR 01, 2008 TO MAR 31, 2008 ***              PAGE:    01

GROUP (GHC): BGAA   - GHC GROUP
PHYSICIAN  : 100001 - CASSIDY, AVERY
-----------------------------------------------------------------------------------------------------------------

LAST NAME                   FIRST NAME          HEALTH      DATE OF    SEX   SERVICE    FEE
                                                NUMBER      BIRTH      CODE  DATE       CODE*

APPLE                       JANE                8948984323 1930-01-11  F     2008-03-17 A994A
APPLE                       JANE                8948984323 1930-01-11  F     2008-03-17 G370A
APPLE                       JOHN                7664674672 1935-05-30  M     2008-03-03 Q990A
BABHELM                     SUSAN               9859385395 1975-02-11  F     2008-03-10 A001A




                         ***** END OF CLAIMS FOR THIS PHYSICIAN *****

*    SERVICES PROVIDED TO ENROLLED PATIENTS BY PHYSICIANS WHO ARE NOT AFFILIATED TO YOUR GROUP.
**   THIS REPORT CONTAINS PERSONAL HEALTH INFORMATION BASED ON THE CONSENT PROVIDED BY YOUR PATIENT ON THE PATIENT ENROLMENT AND CONSENT TO
     RELEASE PERSONAL HEALTH INFORMATION FORM.
***  CLAIMS RECEIVED AFTER PROCESSING CUT-OFF WILL APPEAR IN NEXT MONTH'S REPORT.
```

B. Outside Use Report (Patients with Signed Consent) Models with Descriptions on Reports for Family Health Network and Family Health Organization Models

```
                                                                                 1         1         1         1         1         1
               1         2         3         4         5         6         7         8         9         0         1         2         3         4         5
      1234567890123456789012345678901234567890123456789012345678901234567890123456789012345678901234567890123456789012345678901234567890

REPORT ID  : PCRP60R1-C                      OUTSIDE USE REPORT (PATIENTS WITH SIGNED CONSENT) **                              MOHLTC
REPORT DATE: 2008-04-03                        REPORT PERIOD: MAR 01, 2008 TO MAR 31, 2008 ***                                PAGE:   01

GROUP (FHO): BGAA   - FHO GROUP
PHYSICIAN  : 100001 - CASSIDY, AVERY
-------------------------------------------------------------------------------------------------------------------------------------

LAST NAME                    FIRST NAME         HEALTH     DATE OF     SEX   SERVICE   FEE     DESCRIPTION ****                     FEE
                                                NUMBER     BIRTH       CODE  DATE      CODE*                                        PAID

APPLE                        JANE               8948984323 1930-01-11  F     2008-03-17 A994A   Special visit to office/similar - Ev  $54.55
APPLE                        JANE               8948984323 1930-01-11  F     2008-03-17 G370A   D&T Injection/Infusion - Bursa/joint  $12.60
APPLE                        JOHN               7664674672 1935-05-30  M     2008-03-03 Q990A   Special Visit to non-prof. setting -  $18.20
BABHEIM                      SUSAN              9859385395 1975-02-11  F     2008-03-10 A001A   Minor Assessment                      $17.30


                                         ***** END OF CLAIMS FOR THIS PHYSICIAN *****

*    SERVICES PROVIDED TO ENROLLED PATIENTS BY PHYSICIANS WHO ARE NOT AFFILIATED TO YOUR GROUP.
**   THIS REPORT CONTAINS PERSONAL HEALTH INFORMATION BASED ON THE CONSENT PERMISSIONS PROVIDED BY PATIENTS ON THEIR PATIENT ENROLMENT AND CONSENT TO
     RELEASE PERSONAL HEALTH INFORMATION FORM OR PCN CONSENT TO RELEASE PERSONAL HEALTH INFORMATION FORM.
***  CLAIMS RECEIVED AFTER PROCESSING CUT-OFF WILL APPEAR IN NEXT MONTH'S REPORT.
**** THESE DESCRIPTIONS ARE FOR CONFIRMATION ONLY.   THE SCHEDULE OF BENEFITS REMAINS THE DEFAULT FOR ACCURATE SERVICE DESCRIPTIONS.
```

APPENDIX G: XML Schema

```
<?xml version="1.0" encoding="utf-8"?>
<xs:schema id="REPORT" xmlns="" xmlns:xs="http://www.w3.org/2001/XMLSchema" xmlns:msdata="urn:schemas-
microsoft-com:xml-msdata">
<!--XSD specification created by Don Wood-->

<xs:annotation>
            <xs:documentation>PCRP60R1-C Outside Use (Patients with Signed Consent)</xs:documentation>
</xs:annotation>

<!-- Create a type to restrict the data to a max length of 20 -->
  <xs:simpleType name="maxLenString">
      <xs:restriction base="xs:string">
              <xs:maxLength value="20"/>
      </xs:restriction>
  </xs:simpleType>


  <xs:element name="REPORT" msdata:IsDataSet="true" msdata:Locale="en-US">
    <xs:complexType>
     <xs:sequence>
      <xs:element name="REPORT-DTL">
       <xs:complexType>
        <xs:sequence>
         <xs:element name="REPORT-ID" minOccurs="1">
                <xs:simpleType>
                        <xs:restriction base="xs:string">
                                <xs:maxLength value="10"/>
                        </xs:restriction>
                </xs:simpleType>
              </xs:element>
```

```
<xs:element name="REPORT-DATE" type="xs:date" minOccurs="1" />

<xs:element name="REPORT-NAME" minOccurs="1">
        <xs:simpleType>
                <xs:restriction base="xs:string">
                        <xs:maxLength value="50"/>
                </xs:restriction>
        </xs:simpleType>
    </xs:element>

    <xs:element name="REPORT-PERIOD-START" type="xs:date" minOccurs="1" />
    <xs:element name="REPORT-PERIOD-END" type="xs:date" minOccurs="1" />
  </xs:sequence>
 </xs:complexType>
</xs:element>
<xs:element name="GROUP">
 <xs:complexType>
  <xs:sequence>
   <xs:element name="GROUP-DTL" minOccurs="1" maxOccurs="unbounded">
    <xs:complexType>
     <xs:sequence>
      <xs:element name="GROUP-ID" minOccurs="1">
                <xs:simpleType>
                        <xs:restriction base="xs:string">
                                <xs:maxLength value="4"/>
                        </xs:restriction>
                </xs:simpleType>
            </xs:element>

        <xs:element name="GROUP-TYPE" minOccurs="1">
                <xs:simpleType>
                        <xs:restriction base="xs:string">
                                <xs:maxLength value="3"/>
```

```
                           </xs:restriction>
                        </xs:simpleType>
                  </xs:element>

         <xs:element name="GROUP-NAME" minOccurs="1">
                     <xs:simpleType>
                           <xs:restriction base="xs:string">
                                 <xs:maxLength value="75"/>
                           </xs:restriction>
                     </xs:simpleType>
                  </xs:element>
      </xs:sequence>
    </xs:complexType>
 </xs:element>
 <xs:element name="PROVIDER" minOccurs="1" maxOccurs="unbounded">
  <xs:complexType>
   <xs:sequence>
    <xs:element name="PROVIDER-DTL" minOccurs="1" maxOccurs="unbounded">
     <xs:complexType>
      <xs:sequence>
       <xs:element name="PROVIDER-NUMBER" minOccurs="1">
                     <xs:simpleType>
                           <xs:restriction base="xs:string">
                                 <xs:maxLength value="6"/>
                           </xs:restriction>
                     </xs:simpleType>
                  </xs:element>

         <xs:element name="PROVIDER-LAST-NAME" minOccurs="1">
                     <xs:simpleType>
                           <xs:restriction base="xs:string">
                                 <xs:maxLength value="30"/>
                           </xs:restriction>
```

```
                </xs:simpleType>
            </xs:element>

    <xs:element name="PROVIDER-FIRST-NAME" type="maxLenString" minOccurs="1" />

    <xs:element name="PROVIDER-MIDDLE-NAME" type="maxLenString" minOccurs="1" />

    </xs:sequence>
  </xs:complexType>
</xs:element>
<xs:element name="PATIENT" minOccurs="1" maxOccurs="unbounded">
 <xs:complexType>
  <xs:sequence>
    <xs:element name="PATIENT-DTL" minOccurs="1" maxOccurs="unbounded">
      <xs:complexType>
       <xs:sequence>
        <xs:element name="PATIENT-HEALTH-NUMBER" minOccurs="1">
                <xs:simpleType>
                    <xs:restriction base="xs:string">
                        <xs:maxLength value="10"/>
                    </xs:restriction>
                </xs:simpleType>
            </xs:element>

            <xs:element name="PATIENT-LAST-NAME" minOccurs="1">
                <xs:simpleType>
                    <xs:restriction base="xs:string">
                        <xs:maxLength value="30"/>
                    </xs:restriction>
                </xs:simpleType>

            </xs:element>
```

```
<xs:element name="PATIENT-FIRST-NAME" minOccurs="1">
            <xs:simpleType>
                    <xs:restriction base="xs:string">
                            <xs:maxLength value="20"/>
                    </xs:restriction>
            </xs:simpleType>
        </xs:element>

<xs:element name="PATIENT-BIRTHDATE" type="xs:date" minOccurs="1" />
<xs:element name="PATIENT-SEX">
 <xs:simpleType>
                    <xs:restriction base="xs:string">
                    <xs:enumeration value="M"/>
                    <xs:enumeration value="F"/>
                    </xs:restriction>
                    </xs:simpleType>
    </xs:element>
   </xs:sequence>
  </xs:complexType>
</xs:element>
<xs:element name="SERVICE-DTL1" minOccurs="1" maxOccurs="unbounded">
  <xs:complexType>
   <xs:sequence>
    <xs:element name="SERVICE-DATE" type="xs:date" minOccurs="1" />
    <xs:element name="SERVICE-CODE" minOccurs="1">
                            <xs:simpleType>
                                    <xs:restriction base="xs:string">
                                            <xs:maxLength value="5"/>
                                    </xs:restriction>
                            </xs:simpleType>
                    </xs:element>

                    <xs:element name="SERVICE-DESCRIPTION" minOccurs="0">
```

```
                                        <xs:simpleType>
                                            <xs:restriction base="xs:string">
                                                <xs:maxLength value="39"/>
                                            </xs:restriction>
                                        </xs:simpleType>
                                    </xs:element>

                    <xs:element name="SERVICE-AMT" minOccurs="0">
                                        <xs:simpleType>
                                            <xs:restriction base="xs:decimal">
                                                <xs:totalDigits value="9"/>
                                                <xs:fractionDigits value="2"/>
                                            </xs:restriction>
                                        </xs:simpleType>
                                    </xs:element>

                        </xs:sequence>
                      </xs:complexType>
                    </xs:element>
                  </xs:sequence>
                </xs:complexType>
              </xs:element>
            </xs:sequence>
          </xs:complexType>
        </xs:element>
      </xs:sequence>
    </xs:complexType>
  </xs:element>
</xs:schema>
```

APPENDIX H: XML and XSD Samples

Outside Use Report (Patients with Signed Consent)

OU_SAMPLE.xml

Outside Use
(PCRP60R1-C).xsd

Ontario