Query **Fi**le e**X**tractor

USER MANUAL
FOR QFIX APPLICATION

Prepared by: Technical Writing Team, Spiralogics Inc.

Spiralogics

Published date: August, 2021

Table of Contents

ABBREVIATION

CMS: Centers for Medicare & Medicaid Services

CSV: Comma Separated Values

MA: Medicare Advantages

OS: Operating System

PAID: Provide Accurate Information Directly

QFiX: Query File Extractor

RRE: Responsible Reporting Entity

XLSX: Microsoft Excel Open Formal XML Spreadsheet

1. Introduction

With PAID Act coming into effect on December 21, 2021, CMS will expand the information currently provided in their Query Response File to RREs. This will have a major impact on the current record layout. Spiralogics has developed QFiX, as software application tool, to allow users to convert the new query response file with MA plans into the original query response file. This approach allows users to keep their CMS tool running.

1.1 Purpose

This document assists users of Spiralogics QFiX application to navigate through the application. It lays out detailed description of all the features and step-by-step guide for using Spiralogics QFiX application.

1.2 Identification

Download Application URL	https://dev.store.spiralogics.net/product/QFiX
OS	Windows_NT x64 10.0.18363
Version	1.0.0

2. Getting into the System

When you first launch the QFiX application, you are presented with following screen.
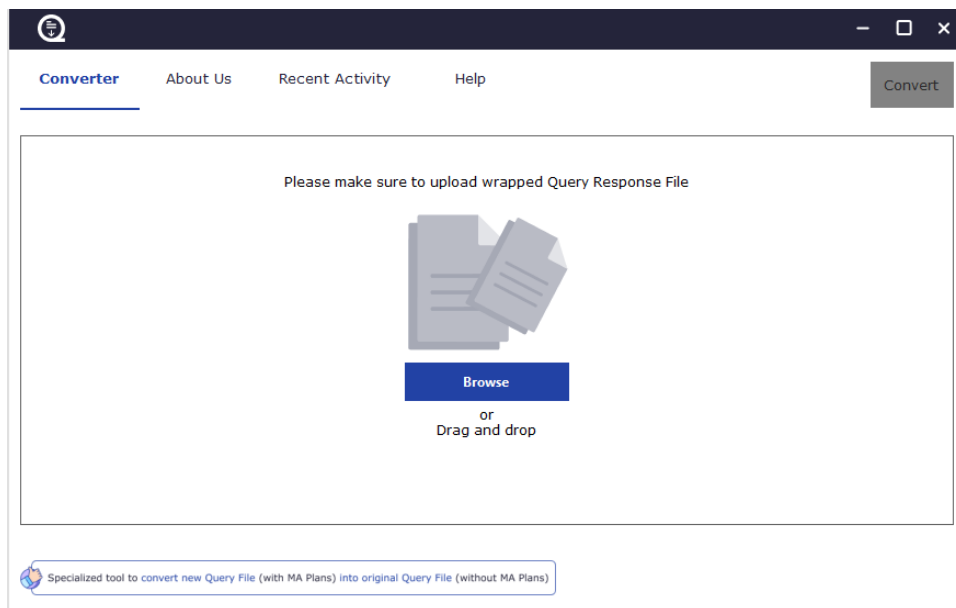
Fig(i): Home Page

Convert button is disabled by default until a query response file is uploaded.

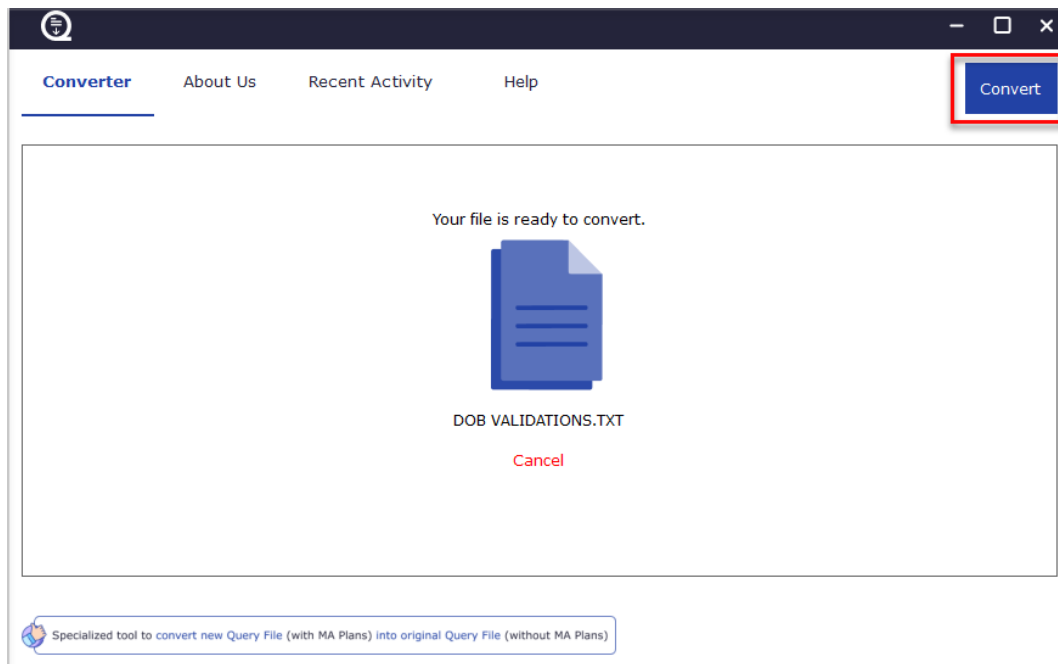All the features available in the application has been discussed below:

2.1 Converter

Converter is the main feature of QFiX application. You can 'Browse' or 'Drag and drop' query response file.
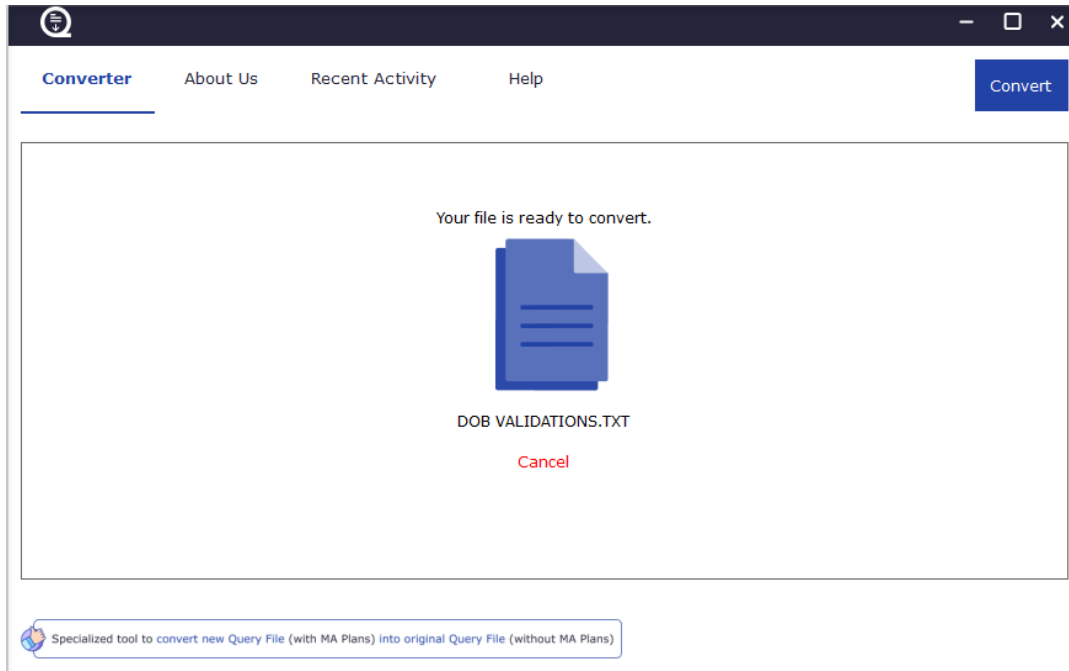

Fig(ii): Converter Feature

Click on the 'Convert' button, as highlighted in screenshot below, to convert the file.

Fig(iii): Convert Button

By clicking on convert button, a query response extract confirmation box pops up. You can select which file format you want to extract file or you can extract files in all the files types (HEW, File, CSV, XLSX). When you click on 'Save As', you can select your preferred location to extract files in selected formats.
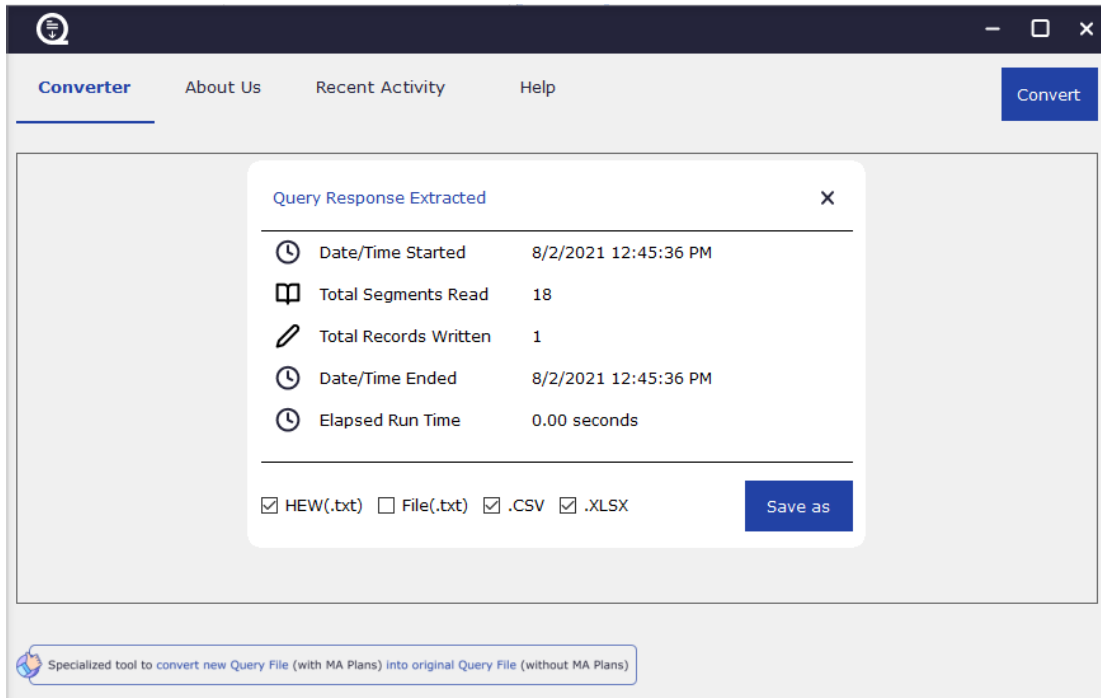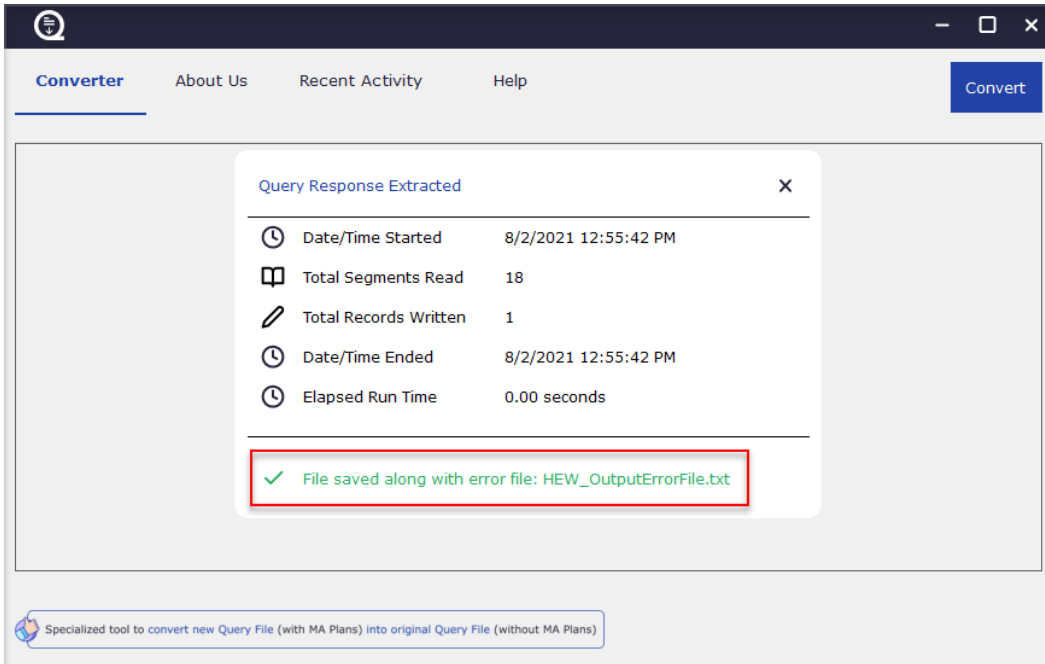

Fig(iv): File Extraction Popup

When files are being converted, two types of validations are performed:
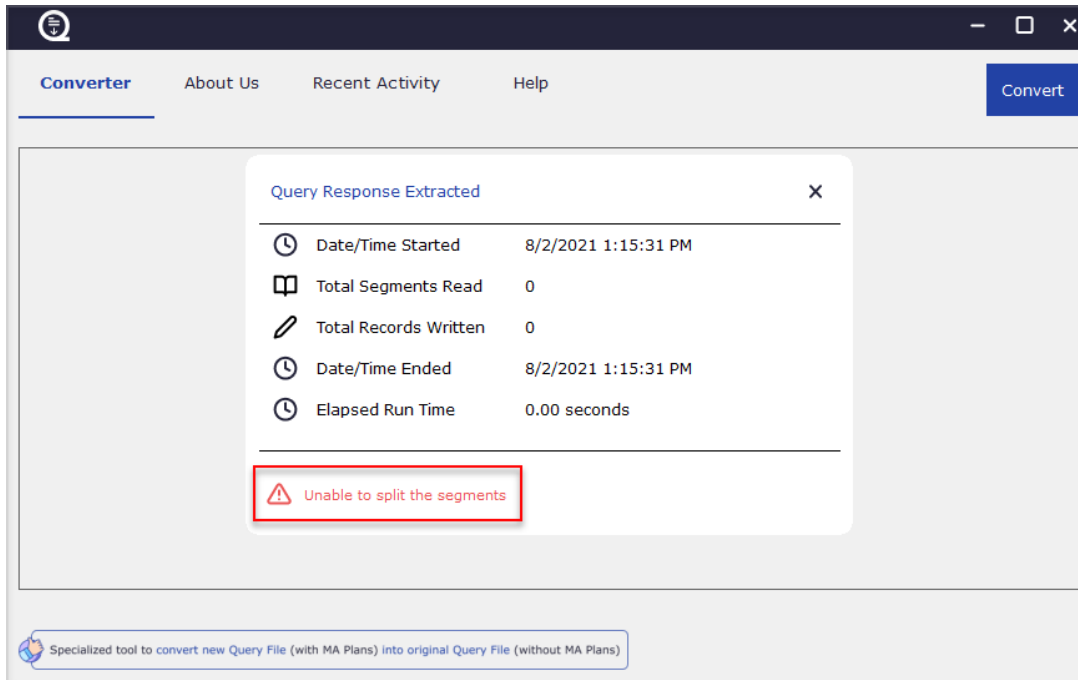
Record Level Validation

Record level validation is performed for all types of file format except HEW. This error output file is generated when an error occurs related to the data present in the file.

Fig(v): Record Level Validation

File Level Validation

File level validation occurs in all file formats that are being converted. File level error occurs when data in file are not as per pre-defined formats.


Fig(vi): File Level Validation

2.2 About Us

You can click on 'About Us' tab to know about the application. This about us screen provides you with version, date and operating system used in the application. You can also click on 'Terms of use and privacy policy' to know about how application be using your personal data.
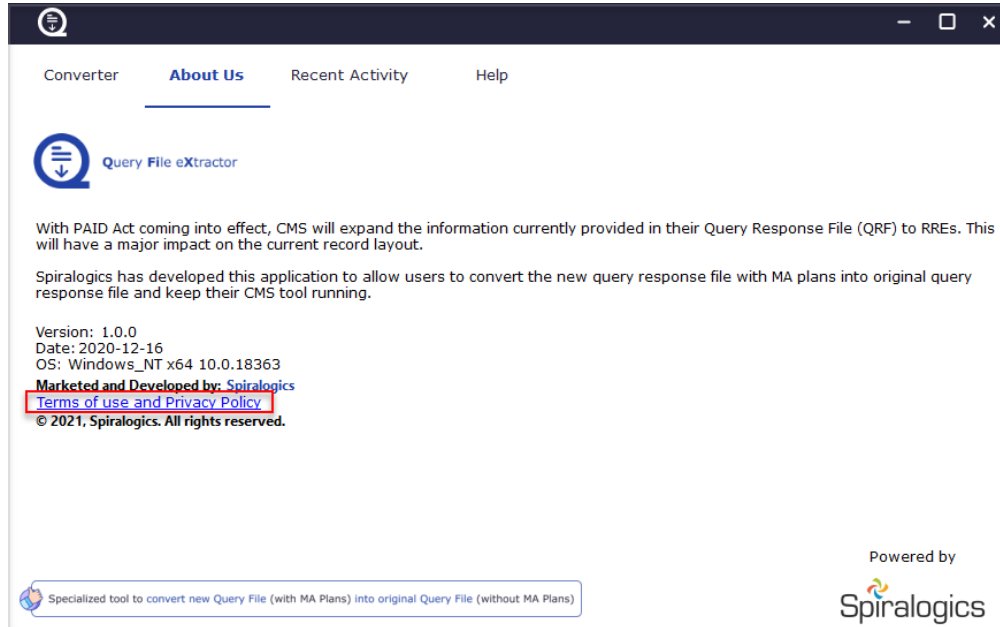
Fig(vii): About Us Tab and Privacy Policy Link

A new window with terms of use and privacy policy pops up listing all the privacy policies related to the application.
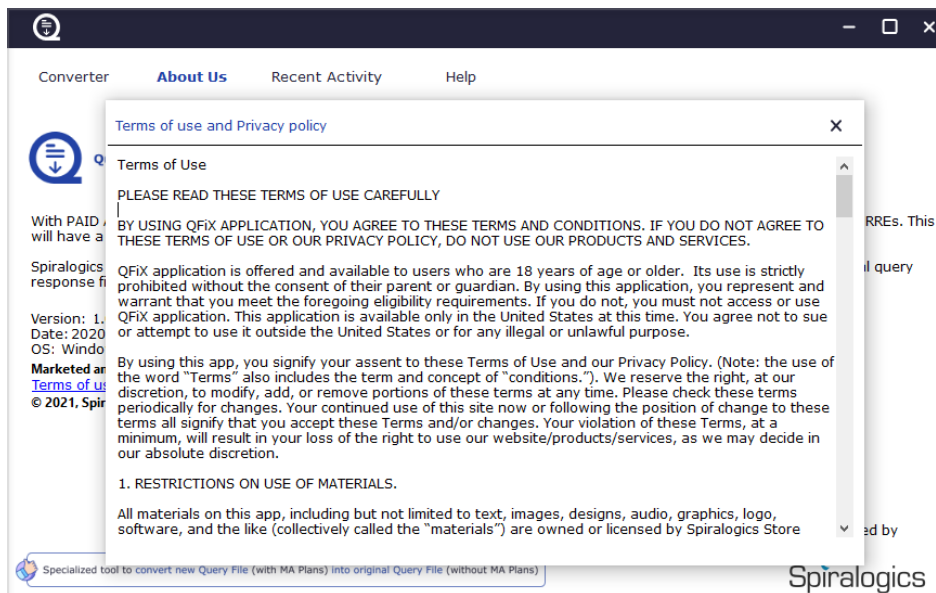
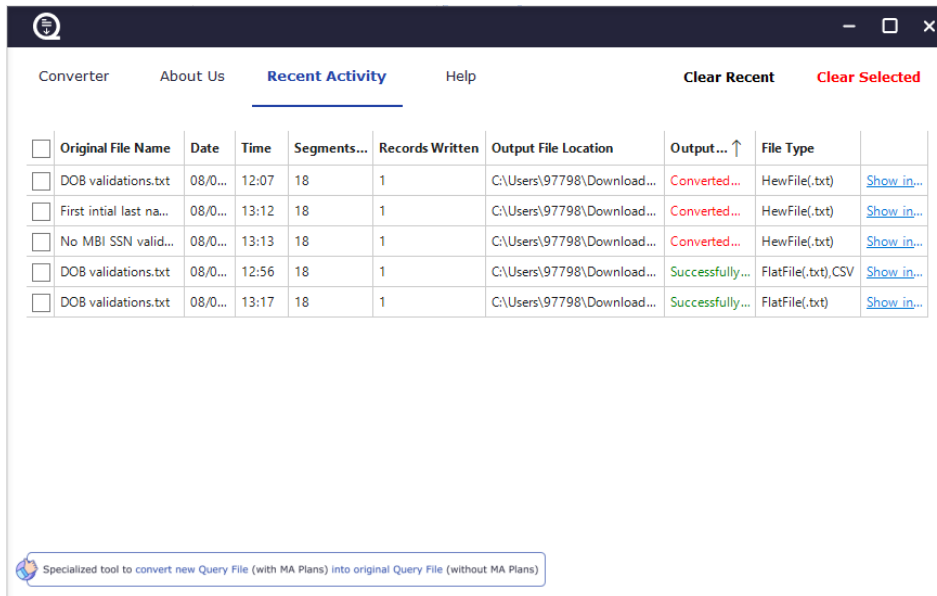*Fig(viii): Terms of Use and Privacy Policy*

2.3 Recent Activity

Recent activity tab provides history related to all the file conversions that has been performed. Recent activities are presented in tabular format with dynamic columns and has following details:

- Original File Name
- Date
- Time
- Segments Read
- Records Written
- Output File Location
- Output Message
- File Type
- Show in Folder

You can click on arrows in each table headers to sort column data in either ascending or descending order.

Fig(xi): Recent Activity Tab

You can click on 'Clear Recent' button to clear all recent activities or select all or particular columns by checking checkboxes and click on 'Clear Selected' to delete selected activities.
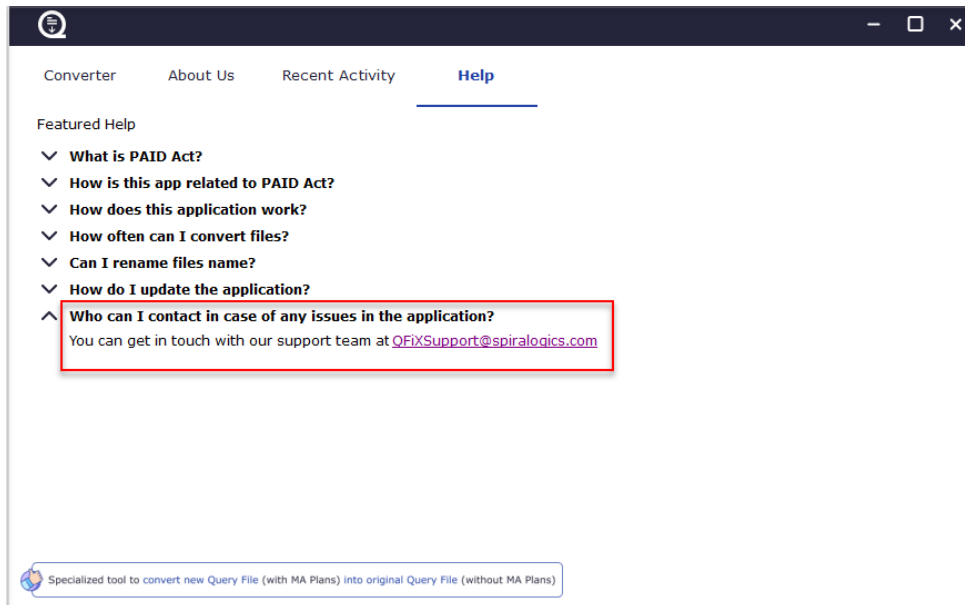
2.4 Help

Help tab provides information to various queries related to the application. Click on arrow to show/hide information.
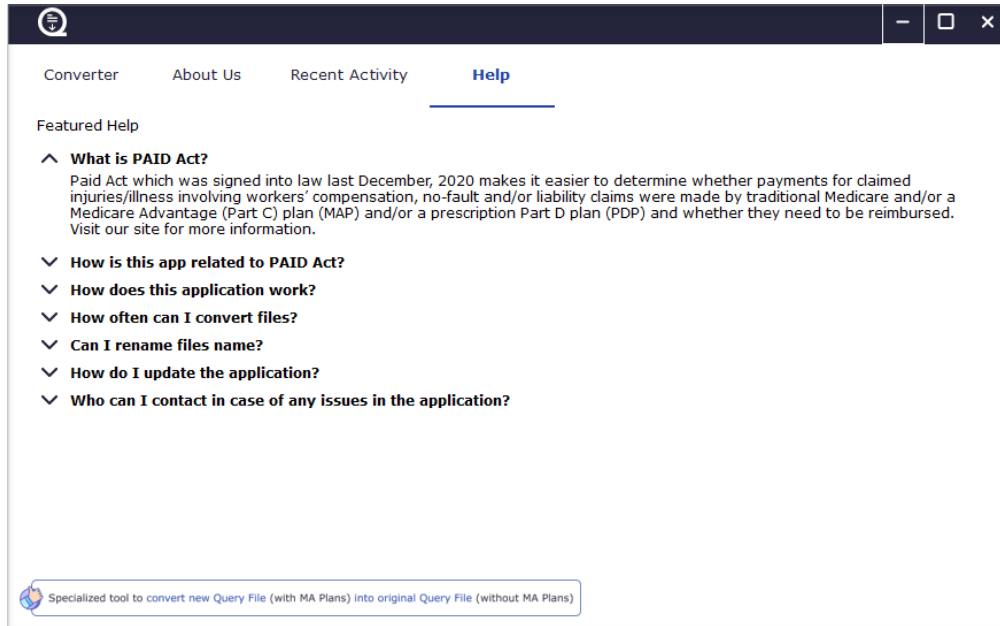
Fig(x): Help Tab

You can get in touch with the support team for any issues in the application by sending an email to QFiXSupport@spiralogics.com

Fig(xi): Support Team Email Address