



Mississippi Department of Mental Health (DMH)

Provider Submission Guide – Client

Last Revision Date: 3/15/2021

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Version Control

Date	Version	Author(s)	Brief Description of Change
1/13/2020	1.0	Savi Sahni	Initial Draft
3/5/2020	1.1	James Brockman	Added Citizenship Field as Required
3/16/2020	1.2	James Brockman	Added Submitting Entity Error
4/21/2020	1.3	Shelby Maloney	Added Version Control
3/15/2021	1.4	Savi Sahni	Added Warning 'Veteran Status Code Cannot Be 'Yes' For Client Under 16 Years Rule'

1 Client Data Set

1.1 Submitting Client Data

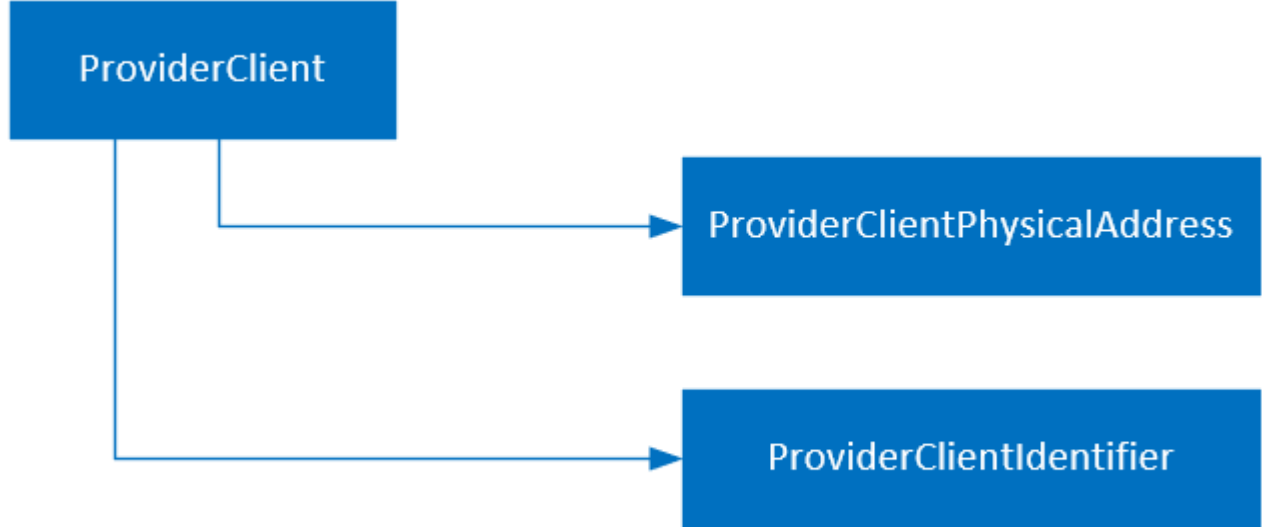
A Provider Client record is required from all provider organizations for each client receiving services whose cost of care is funded, in whole or in part, by Mississippi Department of Mental Health.

Provider Client data must be submitted prior to any other data submissions associated with that client. Provider Client data must also be submitted to the Data Warehouse prior to any 837 submissions for those clients.

Provider Client data set information should be re-submitted after Provider Client data set information changes.

1.2 Client Domain Diagram

The following diagram depicts the relationships between all objects in the Client domain in the Data Warehouse. Each of the objects below is an entity within the Provider Client domain.



1.3 Client Entities

This section defines the entities involved in the Client data set.

Providers that are under contract with Mississippi Department of Mental Health to provide services are required to submit client records in compliance with regulations and statutes.

All the entities in the provider client data set will include all the data needed to identify a client who receives services. It will also enable the mandatory reporting of the SAMHSA Treatment Episode Dataset (TEDS) and it will allow Mississippi Department of Mental Health to understand and analyze the population being served.

1.3.1 ProviderClient

1.3.1.1 Description

A Provider Client represents a provider's record of demographic information for an individual serviced by the provider. A Provider Client will be uniquely identified in the Data Warehouse by the combination of the Provider's Source Record Identifier for the Provider Client and the Source Record Identifier for the

Provider. Providers are required to submit a unique Source Record Identifier for each Provider Client. Therefore, no two Provider Client records can be submitted with the same Provider Client Source Record Identifier and Provider Source Record Identifier combination.

1.3.1.2 Key Fields

The fields in this entity that will be used to uniquely identify a record, to determine whether to create or update an existing record, and to delete an existing record are:

Field

Source Record Identifier

Provider Source Record Identifier

1.3.1.3 Additional Business Rules

Rule Type	Rule Name	Message	Additional Values in Message
Error	Must Have Social Security Number Rule	A Provider Client Identifier with Type Code 8400.1 (i.e. Social Security Number) must be provided for each Provider Client.	
Error	Must Have At Least One Address Rule	At least one Provider Client Address must be provided for each Provider Client.	
Error	Must Associate Submitting Entity To Provider Rule	Submitting Entity not authorized to submit Client data for this Provider	

1.3.1.4 Fields

The fields in this entity, along with a description and associated validation rules for each are:

Field	Description	Validation Rules
Source Record Identifier	The provider's internal system identifier for the Provider Client record.	Data Type Validation
		Data Type Message
		string Failed parsing value to type string
		Length Validation
		Max Length Message
100 Value length must be less than or equal to '100'		
Source Record Identifier		Errors
		Rule Name Message Additional Values in Message
		Source Record Identifier Required Rule Source Record Identifier is required
Source Record Identifier		Guidance
		Note The SourceRecordIdentifier must be a unique identifier for this record in the source system. It must be a value that is unique and never changes. Examples of unique identifiers are Identity, AutoNumber or GUID. If the source system does not have a unique identifier, one can be constructed. A constructed SourceRecordIdentifier might contain the values that make this record unique and never change, separated by a delimiter.
Provider Source Record Identifier	The provider's internal system identifier for the Provider record this Provider Client is associated with.	Data Type Validation
		Data Type Message
		string Failed parsing value to type string
Provider Source Record Identifier		Linkage Validation
		Description Required Message

Must match the Source Record Identifier for a single Provider already set up in the Data Warehouse Yes Cannot find matching 'Provider'

Guidance

Note

The Agency ID that is setup in WITS for each provider should be sent in this field.

Birth Date The date of birth of the client.

Data Type Validation

Data Type	Message	Note
date	Failed parsing value to type Date	Refer to the Appendix for Common Data Types .

Errors

Rule Name	Message	Additional Values in Message
Birth Date Required Rule	Birth Date is required	
Birth Date Must Be Less Than Current Date Rule	Birth Date must be less than the current date	
Birth Date Must Be Reasonable Rule	Birth Date must be between X and Y years ago.	
	Note: This will be configurable; the "X" and "Y" will be replaced with actual values at runtime. Initially set to 10 and 100 respectively.	

First Name The first name of the client.

Data Type Validation

Data Type	Message
string	Failed parsing value to type string

Length Validation

Max Length	Message
100	Value length must be less than or equal to '100'

Errors

Rule Name	Message	Additional Values in Message
First Name Required Rule	First Name is required	
First Name Must Not Have Special Chars Rule	First Name must consist of upper and lower case letters, spaces, hyphens, and apostrophes. No other types of character are allowed.	

Middle Name The middle name of the client.

Data Type Validation

Data Type	Message
string	Failed parsing value to type string

Length Validation

Max Length	Message
100	Value length must be less than or equal to '100'

Errors

Rule Name	Message	Additional Values in Message
Middle Name Must Not Have Special Chars Rule	Middle Name must consist of upper and lower case letters, spaces, hyphens, and apostrophes. No other types of character are allowed.	

Guidance

Note
Optional

Last Name The last name of the client.

Data Type Validation

Data Type	Message
string	Failed parsing value to type string

Length Validation

Max Length	Message
100	Value length must be less than or equal to '100'

Errors

Rule Name	Message	Additional Values in Message
Last Name Required Rule	Last Name is required	
Last Name Must Not Have Special Chars Rule	Last Name must consist of upper and lower case letters, spaces, hyphens, and apostrophes. No other types of character are allowed.	

Maiden Name The Maiden name of the client.

Data Type Validation

Data Type	Message
string	Failed parsing value to type string

Length Validation

Max Length	Message
100	Value length must be less than or equal to '100'

Errors

Rule Name	Message	Additional Values in Message
Maiden Name Must Not Have Special Chars Rule	Maiden Name must consist of upper and lower case letters, spaces, hyphens, and apostrophes. No other types of character are allowed.	

Guidance

Note
Optional

Suffix Name The suffix name of the client.

Data Type Validation

Data Type	Message
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string	Failed parsing value to type string
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Length Validation

Max Length	Message
100	Value length must be less than or equal to '100'

Errors

Rule Name	Message	Additional Values in Message
Suffix Name Must Not Have Special Chars Rule	Suffix Name must consist of upper and lower case letters, spaces, hyphens, and apostrophes. No other types of character are allowed.	

Guidance

Note
Optional

Sex Code The code indicating the sex (gender at birth) of the client.

Data Type Validation

Data Type	Message
string	Failed parsing value to type string

Vocabulary Validation

Rule	Message
Must be a valid Vocabulary value from the Mississippi Code System, for the Sex Value Set	Unknown code for type 'Sex'

Errors

Rule Name	Message	Additional Values in Message
Sex Code Required Rule	Sex Code is required	

Sexual Orientation Code The code indicating the sexual orientation of the client.

Data Type Validation

Data Type	Message
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string	Failed parsing value to type string
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Vocabulary Validation

Rule	Message
Must be a valid Vocabulary value from the Mississippi Code System, for the Sexual Orientation Value Set	Unknown code for type 'SexualOrientation'

Guidance

Note
Optional

Ethnicity Code The code indicating the ethnicity of the client.

Data Type Validation

Data Type	Message
string	Failed parsing value to type string

Vocabulary Validation

Rule	Message
Must be a valid Vocabulary value from the Mississippi Code System, for the Ethnicity Value Set	Unknown code for type 'Ethnicity'

Errors

Rule Name	Message	Additional Values in Message
Ethnicity Code Required Rule	Ethnicity Code is required	

Veteran Status Code
The code indicating whether the client has ever served in the uniformed services.

Data Type Validation

Data Type	Message
string	Failed parsing value to type string

Vocabulary Validation

Rule	Message
Must be a valid Vocabulary value from the Mississippi Code System, for the Veteran Status Value Set	Unknown code for type 'VeteranStatus'

Errors

Rule Name	Message	Additional Values in Message
Veteran Status Code Required Rule	Veteran Status Code is required	

Warning

Rule Name	Message	Additional Values in Message
Veteran Status Code Cannot Be 'Yes' For Client Under 16 Years Rule	Veteran Status Code cannot be 'Yes' if Client's current age is <=16 years	

Race Code
The code indicating the race of the client.

Data Type Validation

Data Type	Message
string	Failed parsing value to type string

Vocabulary Validation

Rule	Message
Must be a valid Vocabulary value from the Mississippi Code System, for the Race Value Set	Unknown code for type 'Race'

Errors

Rule Name	Message	Additional Values in Message
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	<table border="1"> <tr> <td data-bbox="667 129 1136 177">Race Code Required Rule</td> <td data-bbox="1136 129 1978 177">Race Code is required</td> </tr> </table>	Race Code Required Rule	Race Code is required																				
Race Code Required Rule	Race Code is required																						
<p>Citizenship Code The code indicating the client's citizenship</p>	<table border="1"> <tr> <td colspan="2" data-bbox="667 183 1978 230">Data Type Validation</td> </tr> <tr> <td data-bbox="667 230 863 277">Data Type</td> <td data-bbox="863 230 1978 277">Message</td> </tr> <tr> <td data-bbox="667 277 863 324">string</td> <td data-bbox="863 277 1978 324">Failed parsing value to type string</td> </tr> <tr> <td colspan="2" data-bbox="667 378 1978 417">Vocabulary Validation</td> </tr> <tr> <td data-bbox="667 417 1247 464">Rule</td> <td data-bbox="1247 417 1978 464">Message</td> </tr> <tr> <td data-bbox="667 464 1247 621">Must be a valid Vocabulary value from the Mississippi Code System, for the Citizenship Value Set</td> <td data-bbox="1247 464 1978 621">Unknown code for type 'Citizenship'</td> </tr> <tr> <td colspan="2" data-bbox="667 675 1978 714">Errors</td> </tr> <tr> <td data-bbox="667 714 1136 761">Rule Name</td> <td data-bbox="1136 714 1625 761">Message</td> <td data-bbox="1625 714 1978 761">Additional Values in Message</td> </tr> <tr> <td data-bbox="667 761 1136 808">Citizenship Code Required Rule</td> <td data-bbox="1136 761 1625 808">Citizenship Code is required</td> <td data-bbox="1625 761 1978 808"></td> </tr> </table>	Data Type Validation		Data Type	Message	string	Failed parsing value to type string	Vocabulary Validation		Rule	Message	Must be a valid Vocabulary value from the Mississippi Code System , for the Citizenship Value Set	Unknown code for type 'Citizenship'	Errors		Rule Name	Message	Additional Values in Message	Citizenship Code Required Rule	Citizenship Code is required			
Data Type Validation																							
Data Type	Message																						
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Vocabulary Validation																							
Rule	Message																						
Must be a valid Vocabulary value from the Mississippi Code System , for the Citizenship Value Set	Unknown code for type 'Citizenship'																						
Errors																							
Rule Name	Message	Additional Values in Message																					
Citizenship Code Required Rule	Citizenship Code is required																						
<p>Unique Client Identifier A code that consistently identifies this client across providers.</p>	<table border="1"> <tr> <td colspan="2" data-bbox="667 816 1978 863">Data Type Validation</td> </tr> <tr> <td data-bbox="667 863 863 911">Data Type</td> <td data-bbox="863 863 1978 911">Message</td> </tr> <tr> <td data-bbox="667 911 863 958">string</td> <td data-bbox="863 911 1978 958">Failed parsing value to type string</td> </tr> <tr> <td colspan="2" data-bbox="667 1011 1978 1050">Length Validation</td> </tr> <tr> <td data-bbox="667 1050 863 1097">Max Length</td> <td data-bbox="863 1050 1978 1097">Message</td> </tr> <tr> <td data-bbox="667 1097 863 1144">100</td> <td data-bbox="863 1097 1978 1144">Value length must be less than or equal to '100'</td> </tr> <tr> <td colspan="2" data-bbox="667 1198 1978 1237">Errors</td> </tr> <tr> <td data-bbox="667 1237 1136 1284">Rule Name</td> <td data-bbox="1136 1237 1625 1284">Message</td> <td data-bbox="1625 1237 1978 1284">Additional Values in Message</td> </tr> <tr> <td data-bbox="667 1284 1136 1406">Unique Client Identifier Only Valid From WITS Rule</td> <td data-bbox="1136 1284 1625 1406">Unique Client Identifier may only be provided if the record was extracted from WITS.</td> <td data-bbox="1625 1284 1978 1406"></td> </tr> <tr> <td colspan="2" data-bbox="667 1459 1978 1489">Guidance</td> </tr> </table>	Data Type Validation		Data Type	Message	string	Failed parsing value to type string	Length Validation		Max Length	Message	100	Value length must be less than or equal to '100'	Errors		Rule Name	Message	Additional Values in Message	Unique Client Identifier Only Valid From WITS Rule	Unique Client Identifier may only be provided if the record was extracted from WITS.		Guidance	
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Errors																							
Rule Name	Message	Additional Values in Message																					
Unique Client Identifier Only Valid From WITS Rule	Unique Client Identifier may only be provided if the record was extracted from WITS.																						
Guidance																							

Note

The Unique Client Identifier is part of the Data Warehouse, but it will be generated automatically by the Data Warehouse system, using the same algorithm that WITS uses, and **should never be entered by a Provider that is submitting directly to the Data Warehouse.**

1.3.1.5 *ProviderClientIdentifier*

This is a Subentity of ProviderClient.

1.3.1.5.1 Description

A Provider Client Identifier represents a specific identifier for a Provider Client. A Provider Client can contain multiple Provider Client Identifier records. A Provider Client Identifier will be uniquely identified in the Data Warehouse by the Provider Client record, and the Provider Client Identifier's Type Code. Therefore, no two Provider Client Identifier records can be submitted with the same Provider Client Identifier Type Code for the same Provider Client.

1.3.1.5.2 Key Fields

The fields in this entity that will be used to uniquely identify a record, to determine whether to create or update an existing record, and to delete an existing record are:

Field

Type Code

1.3.1.5.3 Fields

The fields in this entity, along with a description and associated validation rules for each are:

Field	Description	Validation Rules
Type Code	The code indicating the type of Provider Client Identifier.	Data Type Validation
		Data Type Message
		string Failed parsing value to type string
		Vocabulary Validation
		Rule Message
		Must be a valid Vocabulary value from the Mississippi Code System , for the Provider Client Identifier Type Value Set Unknown code for type 'ProviderClientIdentifierType'
		Errors
		Rule Name Message Additional Values in Message
		Type Code Required Rule Type Code is required
Identifier	The identifier value for the Provider Client Identifier.	Data Type Validation
		Data Type Message
		string Failed parsing value to type string
		Length Validation
		Max Length Message
		50 Value length must be less than or equal to '50'
		Errors
		Rule Name Message Additional Values in Message
		Identifier Required Rule Identifier is required

Social Security Number Must Match Regular Expression If Type Social Security Number Rule	Social Security Number must be provided and must be in the format ###-##-#### or #### where # is a number
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1.3.1.6 *ProviderClientPhysicalAddress*

This is a Subentity of ProviderClient.

1.3.1.6.1 Description

A Provider Client Physical Address represents a unique physical address for a client. A client can have multiple Provider Client Physical Address records. A Provider Client Physical Address will be uniquely identified in the Data Warehouse by the Provider Client record and the Provider Client Physical Address' Type Code. Therefore, no two Provider Client Physical Address records can be submitted with the same Type Code for the same Provider Client.

1.3.1.6.2 Key Fields

The fields in this entity that will be used to uniquely identify a record, to determine whether to create or update an existing record, and to delete an existing record are:

Field

Type Code

1.3.1.6.3 Fields

The fields in this entity, along with a description and associated validation rules for each are:

Field	Description	Validation Rules
Type Code	The code indicating the type of physical address.	Data Type Validation
		Data Type Message
		string Failed parsing value to type string
		Vocabulary Validation
		Rule Message
		Must be a valid Vocabulary value from the Mississippi Code System , for the Provider Client Physical Address Type Value Set Unknown code for type 'ProviderClientPhysicalAddressType'
First Street Address	The first street address for this physical location.	Data Type Validation
		Data Type Message
		string Failed parsing value to type string
		Length Validation
		Max Length Message
100 Value length must be less than or equal to '100'		
Second Street	The second street address for this physical location.	Errors
		Rule Name Message Additional Values in Message
		First Street Address Required Rule First Street Address is required

<p>Address</p>	<table border="1"> <tr> <td>Data Type</td> <td>Message</td> </tr> <tr> <td>string</td> <td>Failed parsing value to type string</td> </tr> </table> <p>Length Validation</p> <table border="1"> <tr> <td>Max Length</td> <td>Message</td> </tr> <tr> <td>100</td> <td>Value length must be less than or equal to '100'</td> </tr> </table> <p>Guidance</p> <table border="1"> <tr> <td>Note</td> </tr> <tr> <td>Optional</td> </tr> </table>	Data Type	Message	string	Failed parsing value to type string	Max Length	Message	100	Value length must be less than or equal to '100'	Note	Optional				
Data Type	Message														
string	Failed parsing value to type string														
Max Length	Message														
100	Value length must be less than or equal to '100'														
Note															
Optional															
<p>City Name</p> <p>The city name for this physical location.</p>	<p>Data Type Validation</p> <table border="1"> <tr> <td>Data Type</td> <td>Message</td> </tr> <tr> <td>string</td> <td>Failed parsing value to type string</td> </tr> </table> <p>Length Validation</p> <table border="1"> <tr> <td>Max Length</td> <td>Message</td> </tr> <tr> <td>100</td> <td>Value length must be less than or equal to '100'</td> </tr> </table> <p>Errors</p> <table border="1"> <thead> <tr> <th>Rule Name</th> <th>Message</th> <th>Additional Values in Message</th> </tr> </thead> <tbody> <tr> <td>City Name Required Rule</td> <td>City Name is required</td> <td></td> </tr> </tbody> </table>	Data Type	Message	string	Failed parsing value to type string	Max Length	Message	100	Value length must be less than or equal to '100'	Rule Name	Message	Additional Values in Message	City Name Required Rule	City Name is required	
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Rule Name	Message	Additional Values in Message													
City Name Required Rule	City Name is required														
<p>State Code</p> <p>The code indicating the state for this physical location.</p>	<p>Data Type Validation</p> <table border="1"> <tr> <td>Data Type</td> <td>Message</td> </tr> <tr> <td>string</td> <td>Failed parsing value to type string</td> </tr> </table> <p>Vocabulary Validation</p> <table border="1"> <tr> <td>Rule</td> <td>Message</td> </tr> <tr> <td>Must be a valid Vocabulary value from the Mississippi Code System, for the State Value Set</td> <td>Unknown code for type 'State'.</td> </tr> </table>	Data Type	Message	string	Failed parsing value to type string	Rule	Message	Must be a valid Vocabulary value from the Mississippi Code System, for the State Value Set	Unknown code for type 'State'.						
Data Type	Message														
string	Failed parsing value to type string														
Rule	Message														
Must be a valid Vocabulary value from the Mississippi Code System, for the State Value Set	Unknown code for type 'State'.														

Errors

Rule Name	Message	Additional Values in Message
State Code Required Rule	State Code is required	

Postal Code The postal code of the physical address.

Data Type Validation

Data Type	Message
string	Failed parsing value to type string

Errors

Rule Name	Message	Additional Values in Message
Postal Code Required Rule	Postal Code is required	
Postal Code Must Match Regular Expression Rule	Postal Code must be in the format ##### or #####-#### where # is a number	

County Code The code indicating the county of the physical address.

Data Type Validation

Data Type	Message
string	Failed parsing value to type string

Vocabulary Validation

Rule	Message
Must be a valid Vocabulary value from the Mississippi Code System, for the County Value Set	Unknown code for type 'County'

Errors

Rule Name	Message	Additional Values in Message
County Code Required Rule	County Code is required	