

RI APCD Research Cohort File Layout Specifications

The following document provides details regarding the file layout specifications for research cohort files based on data collected by the Rhode Island All-Payer Claims Database (RI APCD). The RI APCD is a collaboration among the Rhode Island Department of Health (RIDOH), the Office of the Health Insurance Commissioner (OHIC), the Health Benefits Exchange, and the Executive Office of Health and Human Services (EOHHS).

The RI APCD is a critical resource that is being used to study healthcare utilization, cost, and trends to inform both consumers and policymakers, to allow for cost comparisons, and to provide information for researchers and other initiatives studying healthcare quality in Rhode Island. As part of this important work, the State provides data sets to approved applicants in the form of research cohort files to support analyses related to specific conditions and/or populations.

The generation of research cohort files is supported by both the RI APCD’s data management vendor, Onpoint Health Data, and a subcontracted “lockbox” vendor, PointClickCare (formerly Audacious Inquiry). The following document provides key technical details related to the submission of data to PointClickCare for research cohort files.

Data Exchange

Approved researchers must submit their data to PointClickCare using secure protocols outlined in the RI APCD’s Technical Specifications Manual (TSM). For the latest requirements, please see the TSM section titled, “Step 2. Sending & Receiving Data – PointClickCare.”

File Layout Specifications

Research cohort file data sent to PointClickCare includes the transmission of a single file that contains data related to cohort members (e.g., researcher-assigned IDs, demographic information) for matching data to the APCD IDs maintained by PointClickCare. Research cohort files also can contain a maximum of 20 researcher-supplied fields, which can be used to facilitate the researcher’s approved analysis. These researcher-supplied fields (i.e., LB012–LB031) are designated as “pass-through” fields that are not reviewed by either PointClickCare or Onpoint and are not incorporated into the RI APCD.

The following table provides specifications for the data to be supplied to PointClickCare. It is important to note that while only the first four fields are required, inclusion of the information in columns 5–11 will improve the accuracy of matching the member data and therefore of the follow-on analytics.

Col. #	Field ID	Field Name	Hashed?	Type	Max. Length	Description	Required?
1	LB001	Research Cohort ID	N	String	8	Use this field to report the Cohort ID.	Y
2	LB002	Member Last Name	N	String	120	Use this field to report the member’s last name.	Y
3	LB003	Member First Name	N	String	120	Use this field to report the member’s first name.	Y



Col. #	Field ID	Field Name	Hashed?	Type	Max. Length	Description	Required?
4	LB004	Member Date of Birth	N	Date	8	Use this field to report the member's date of birth using an 8-digit format of YYYYMMDD (e.g., January 18, 2022, would be coded as "20220118").	Y
5	LB005	Social Security Number	N	String	9	Use this field to report the member's Social Security number. Do not include separating dashes.	N
6	LB006	Gender	N	String	1	Use this field to report the member's gender. The only valid codes for this field are 'F' (female), 'I' (nonbinary), 'M' (male), and 'U' (unknown).	N
7	LB007	Address (1)	N	String	100	Use this field to report the first line of the member's street address of residence.	N
8	LB008	Address (2)	N	String	100	Use this field to report the second line of the member's street address of residence.	N
9	LB009	City	N	String	100	Use this field to report the member's city of residence.	N
10	LB010	State	N	String	2	Use this field to report the member's state of residence using the two-character abbreviation code defined by the U.S. Postal Service.	N
11	LB011	ZIP Code	N	String	9	Use this field to report the member's ZIP code of residence.	N
12–31	LB012 – LB031	Researcher-Supplied Data Fields *	N	String	600	Use these fields to report additional, pass-through data that will be carried through all processing steps without review, passing from PointClickCare to Onpoint and, in turn, back to the researcher.	N

* Note that neither Onpoint nor PointClickCare bear any legal responsibility or quality-assurance responsibilities for the information supplied in the researcher-supplied data fields, including review for the prohibited inclusion of protected health information (PHI), personally identifiable information (PII), or any information that could be used to re-identify the member upon receipt by the data recipient. This review is the responsibility of the approved researcher, whose provision and use of the data are governed by their respective Data Use Agreement (DUA) and/or legal arrangements made and coordinated by the State.

Questions

If you have any questions, please reach out to the contacts identified in the table below.

Question Type	Organization	Email Address
Regulatory	RI Department of Health (DOH)	doh.healthfactsri@health.ri.gov
Research cohort file submissions	PointClickCare's support team	mdm-team@pointclickcare.com
Research cohort file responses	Onpoint Health Data's support team	ri-support@onpointhealthdata.org

