



## Information Sheet - Ramp Manager

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### ***Ramp Manager Overview***

Ramp Manager is an application that provides interactive, self-service tools for trading partners (TP) to test X12N transactions against the Florida Medicaid Companion Guides. Ramp Manager is hosted by EDIFECs in an environment customized for Florida Medicaid transaction activities.

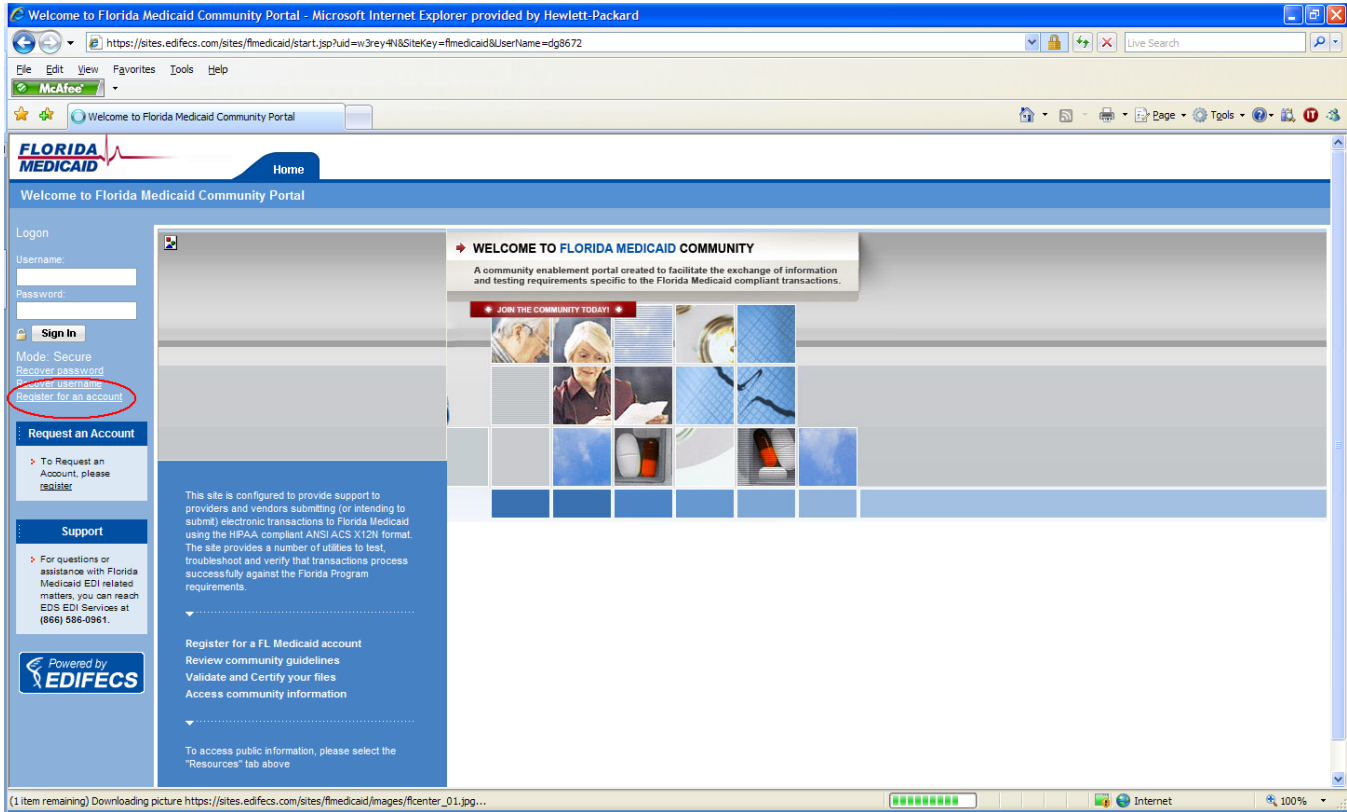
Using Ramp Manager, you can:

- Create an account for testing purposes
- Submit test transactions against the Florida Medicaid processing specifications, consistent with the rules outlined in the Companion Guides
- Review detailed information on errors for correcting files
- Resubmit test transactions, as needed
- Keep track of testing activity with online tracking utilities for historical submissions

This information sheet provides a review of the steps to follow when using the Ramp Manager application.

In order to access the Ramp Manager testing site, log on to: <https://sites.edifecs.com/index.jsp?flmedicaid>

**Step 1:** Select Register for an account and complete the Registration Wizard. Create a user name and password (used exclusively with Ramp Manager).

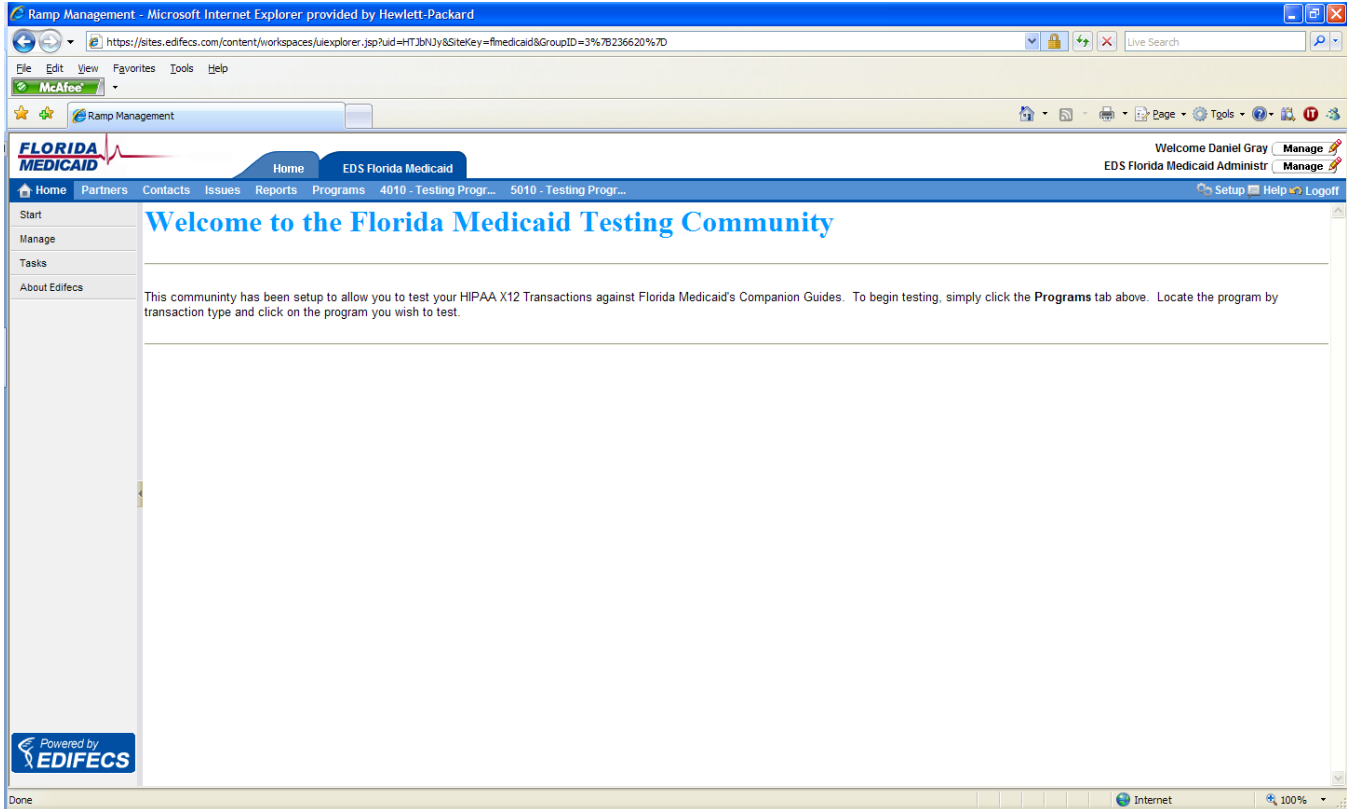


**Step 2:** After completing the registration process, log in to the Ramp Manager application by entering the user name and password created. In the event a username or password is forgotten, click "Recover". A system-generated password is emailed to the address listed in the user's profile.



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**Step 3:** Once successfully logged on to the testing site, the "Home" tab displays. This tab displays welcome messages or updates and information.





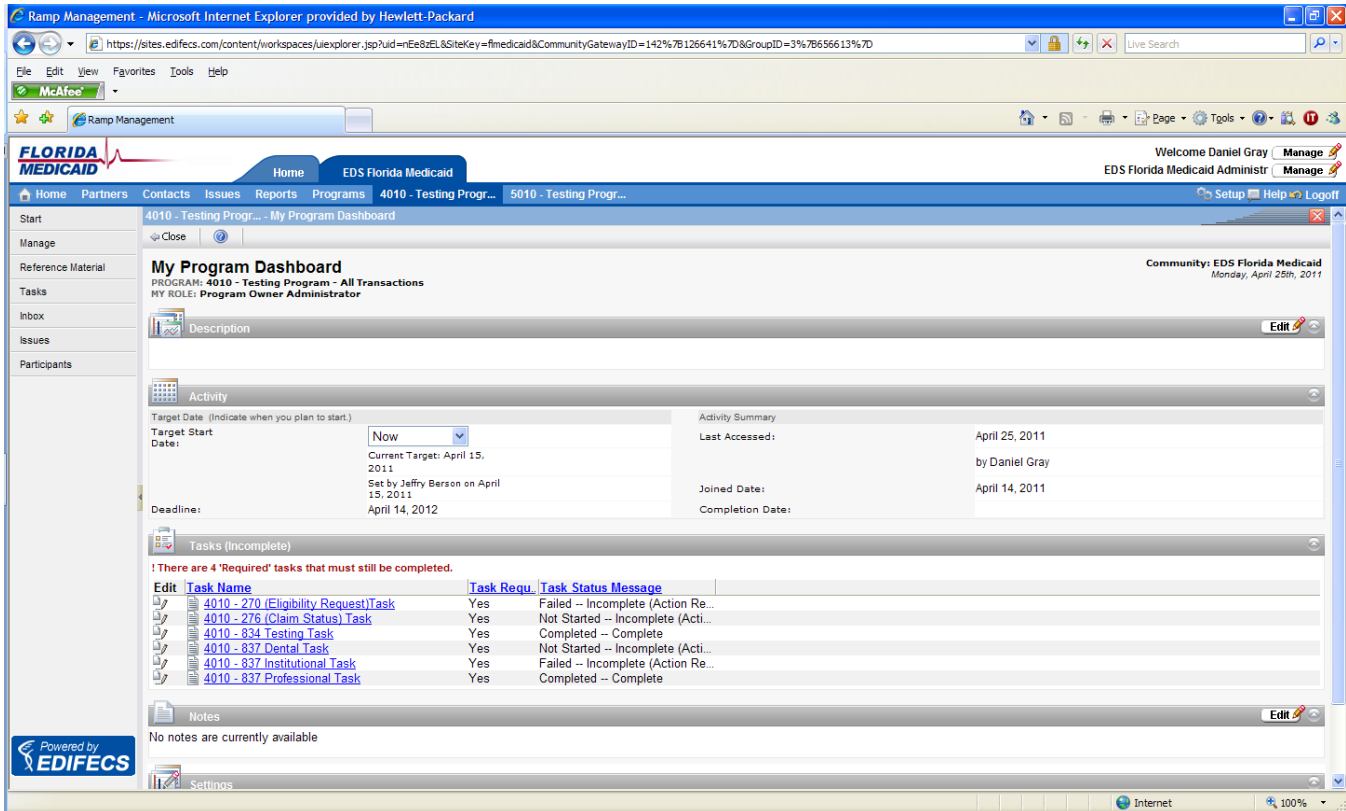
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**Step 4:** From the Home tab, select the Programs tab for test options. There are two options available: 4010 – Testing Program and 5010 – Testing Program. Select the desired format by clicking the appropriate link.

The screenshot shows the Ramp Manager web application interface. The browser window title is "Ramp Management - Microsoft Internet Explorer provided by Hewlett-Packard". The URL is <https://sites.edifeecs.com/content/workspaces/ieexplorer.jsp?uid=svv6h38&CommerceBarID=3&SiteKey=fmedicaid&tabID=49%7B3%7D&CommunityGatewayID=142%7B126641%7D&GroupID=3%7B23>. The page features the Florida Medicaid logo and a navigation menu with tabs for Home, Partners, Contacts, Issues, Reports, Programs, and 4010 - Testing Progr... 5010 - Testing Progr... The user is logged in as Daniel Gray, EDS Florida Medicaid Administrator. The main content area displays a table of Ramp Programs.

Edit	Name	Status	Deadline	Authorization
	<a href="#">4010 - Testing Progr...</a>	In Progress		Public
	<a href="#">5010 - Testing Progr...</a>	In Progress		Public
	<a href="#">Documents</a>	Not Started		Private
	<a href="#">Home</a>	In Progress	06/13/2007	Public

**Step 5:** Once the format is selected, a *My Program Dashboard* page will appear, showing a list of the test options available for each format that cover the standard X12 transaction types (i.e. 837 claim files, 270 eligibility, 276 claim status). Select the transaction type of the file you wish to test.



**My Program Dashboard**  
 PROGRAM: 4010 - Testing Program - All Transactions  
 MY ROLE: Program Owner Administrator

Community: EDS Florida Medicaid  
 Monday, April 25th, 2011

**Activity**

Target Date (Indicate when you plan to start)

Target Start Date:  (Dropdown menu)  
 Current Target: April 15, 2011  
 Set by Jeffrey Berson on April 15, 2011

Deadline: April 14, 2012

Activity Summary

Last Accessed: April 25, 2011  
 by Daniel Gray

Joined Date: April 14, 2011  
 Completion Date:

**Tasks (Incomplete)**

! There are 4 "Required" tasks that must still be completed.

Edit	Task Name	Task Requ.	Task Status Message
	<a href="#">4010 - 270 (Eligibility Request) Task</a>	Yes	Failed -- Incomplete (Action Re...
	<a href="#">4010 - 276 (Claim Status) Task</a>	Yes	Not Started -- Incomplete (Acti...
	<a href="#">4010 - 834 Testing Task</a>	Yes	Completed -- Complete
	<a href="#">4010 - 837 Dental Task</a>	Yes	Not Started -- Incomplete (Acti...
	<a href="#">4010 - 837 Institutional Task</a>	Yes	Failed -- Incomplete (Action Re...
	<a href="#">4010 - 837 Professional Task</a>	Yes	Completed -- Complete

Notes: No notes are currently available

The My Program Dashboard page provides a number of pieces of information. Many of the items can be used to customize activities for the user. The items in the "Activity" area of the page are not required to complete testing activities, rather available for the user as desired.

1. Description - details the program selected. In the example above, the user selected the 837 Dental Testing Program. This program allows you to send the 837 X12N HIPAA transaction and validate it against the Florida Medicaid Companion Guide.
2. The Activity section provides details of the user's activity in the current program. All items are optional and available at user discretion.
  - a. Target Start Date – Select an option from the drop-down list to specify when the organization plans to begin working on the program. For example, choose, now, next week, in two (2) weeks, etc.
  - b. Current Target – The date on which the organization plans to start work on the program. This date is calculated by Ramp Manager. For example, if 'In One Month' was selected from the Target Start Date list on January 1st, the Current Target Date is calculated as February 1st. The name of the user who last changed the Target Start Date and the date on which it was changed also display.
  - c. Deadline – The date by which the organization selects to complete all required program tasks.
  - d. Last Accessed Date – The date that the program was last accessed.



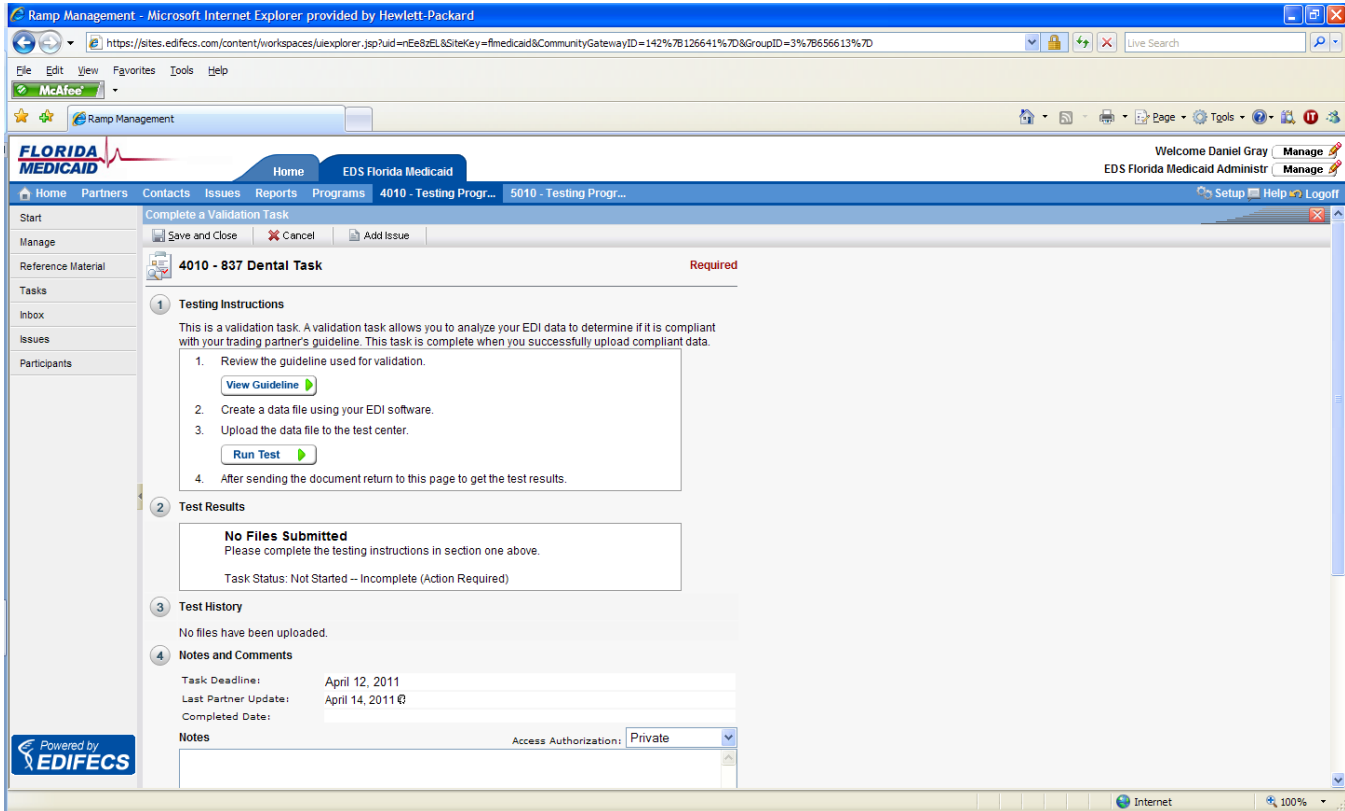
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- e. Joined Date – The date the organization was enrolled in the program.
- f. Completion Date – The date the organization completed the program.

**Step 6:** To begin testing a transaction, select the transaction listed under the Task Name. After selecting the Task Name for the Program (or transaction) you want to test, the *Complete a Validation Task* page displays.

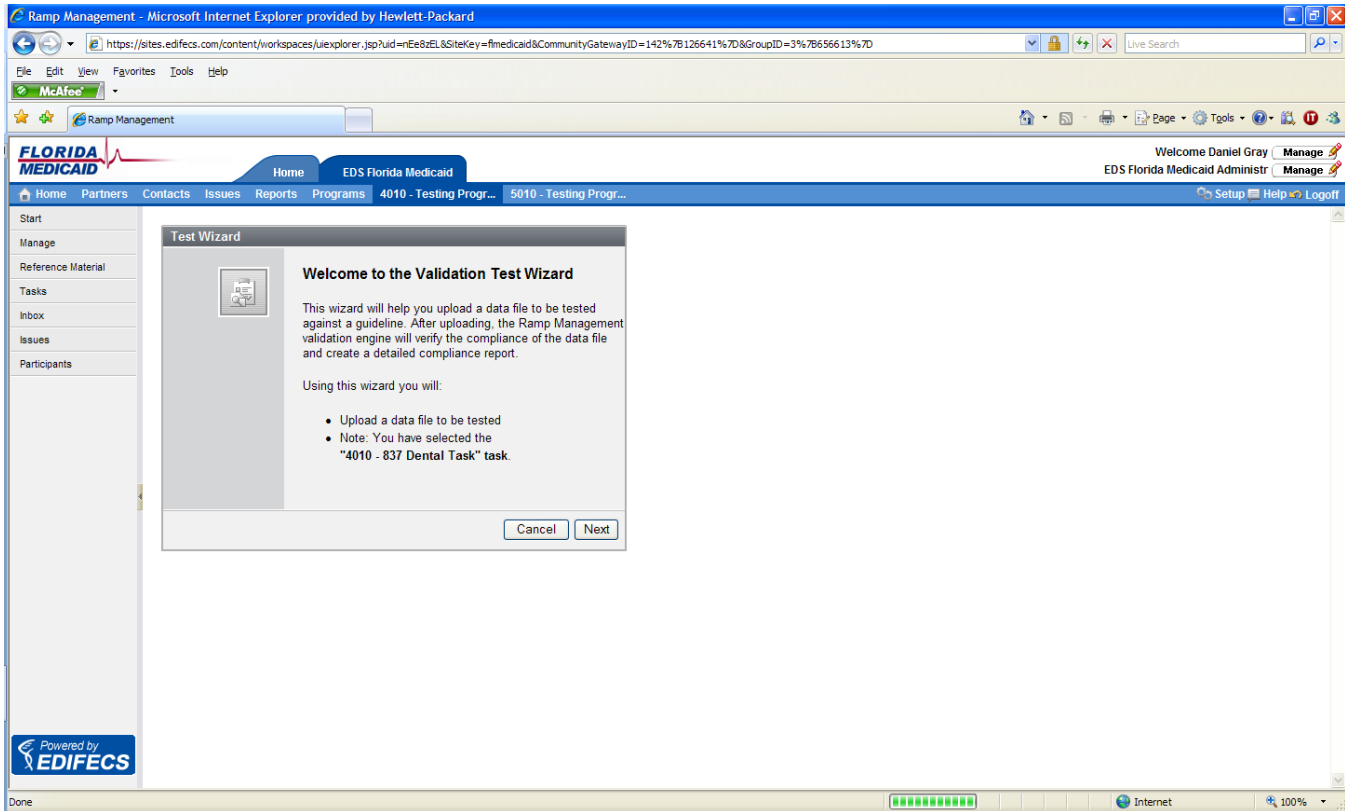
**Step 7:** Click **Run Test** and follow the testing wizard.



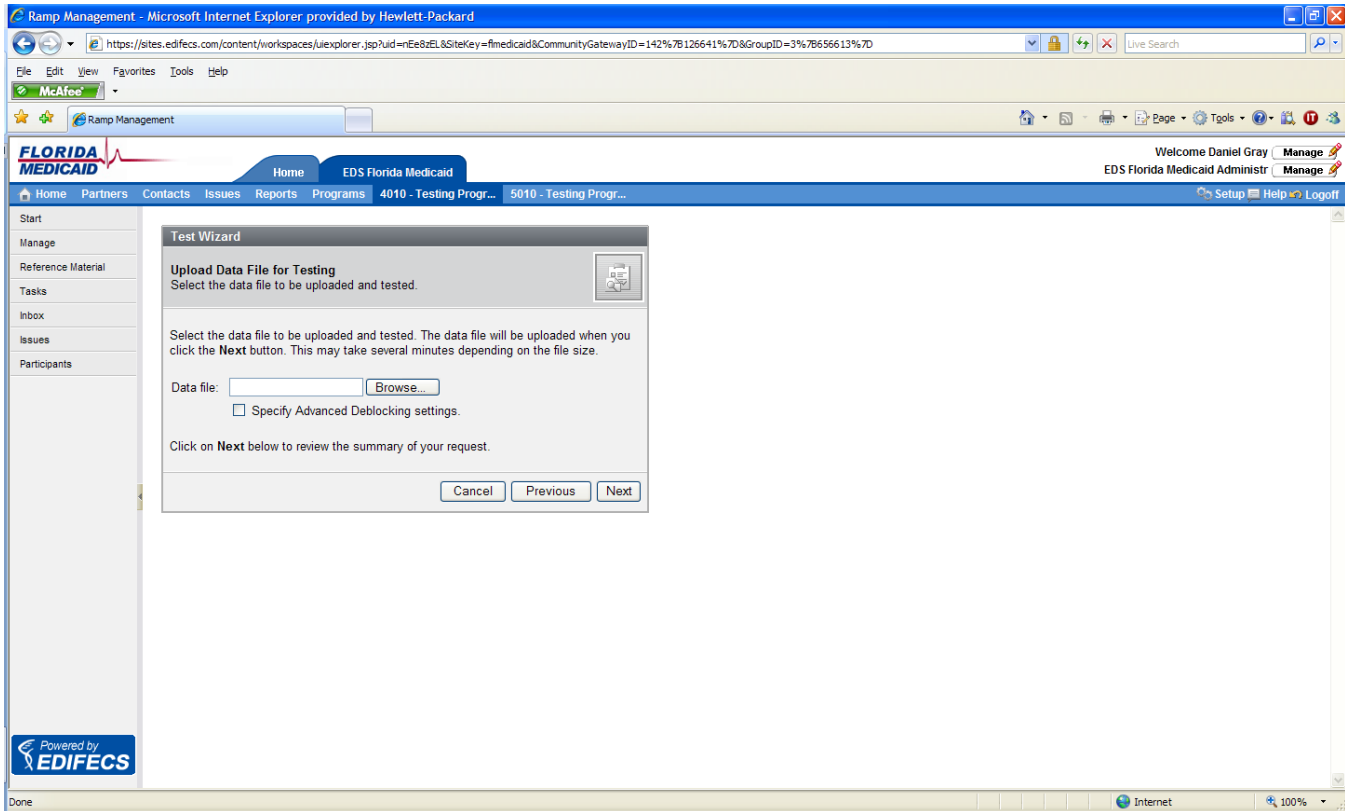
The screenshot shows a web browser window titled "Ramp Management - Microsoft Internet Explorer provided by Hewlett-Packard". The address bar shows a URL from edifecs.com. The page header includes the Florida Medicaid logo and navigation tabs for Home, Partners, Contacts, Issues, Reports, Programs, and 4010 - Testing Progr... The main content area is titled "Complete a Validation Task" and features a "4010 - 837 Dental Task" with a "Required" status. The page is divided into four sections: 1. Testing instructions, 2. Test Results, 3. Test History, and 4. Notes and Comments. The "Testing instructions" section contains a list of steps: 1. Review the guideline used for validation (with a "View Guideline" button), 2. Create a data file using your EDI software, 3. Upload the data file to the test center (with a "Run Test" button), and 4. After sending the document return to this page to get the test results. The "Test Results" section shows "No Files Submitted" and a task status of "Not Started -- Incomplete (Action Required)". The "Notes and Comments" section includes fields for Task Deadline (April 12, 2011), Last Partner Update (April 14, 2011), and Completed Date. The page is powered by EDIFecs and has an access authorization set to "Private".

**NOTE:** The **View Guideline** button provides access to the specifications for the applicable transaction.

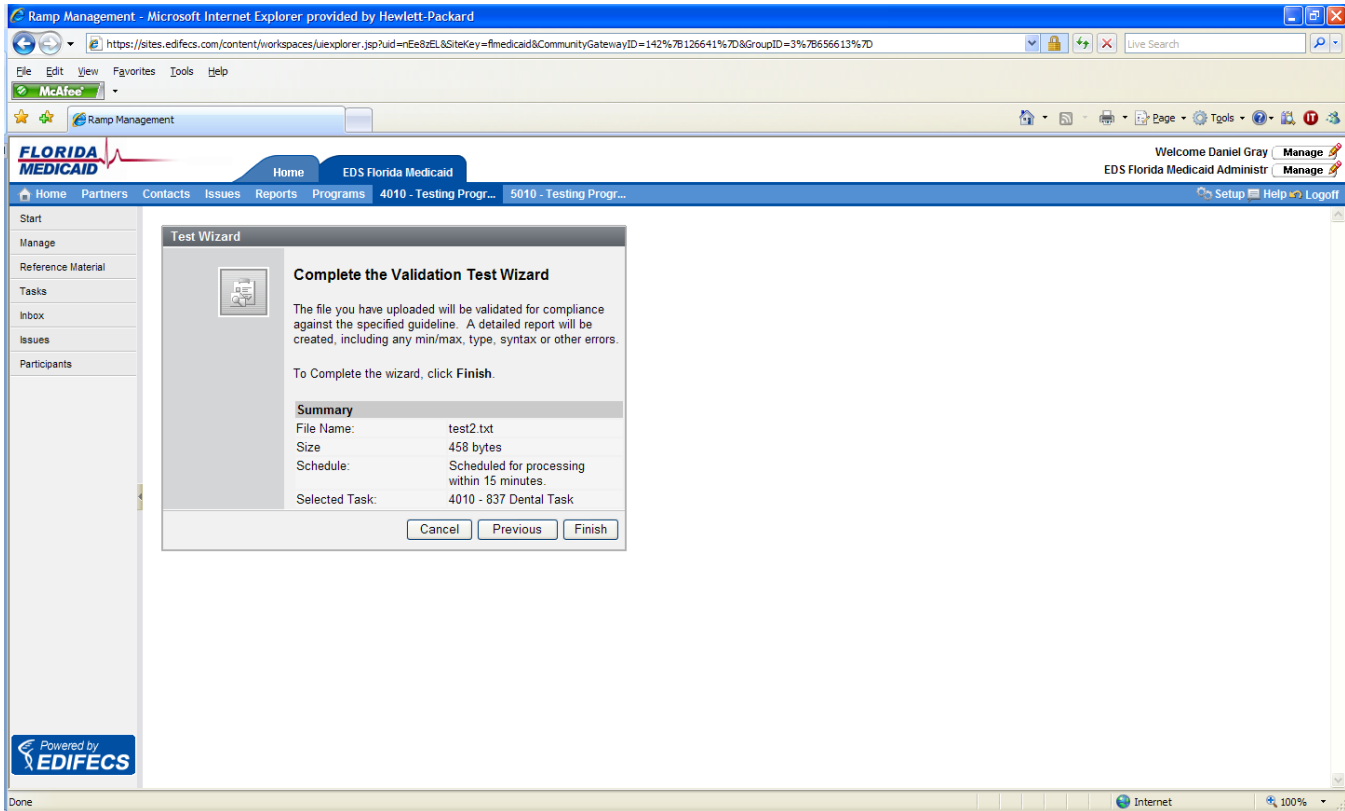
**Step 9:** The wizard assists with uploading a data file to be validated against Florida's Companion Guide specifications. To upload a data file, click *Next*.



**Step 10:** Select **Browse...** and locate the data file to upload and test. The data file uploads when the user clicks **Next**. This may take several minutes depending on the size of the file.



**Step 11:** The *Complete the Validation Test Wizard* page provides a summary of what is being tested, and projects approximately how long it will take to validate the file. Click **Finish** to run the test.



The screenshot shows a Microsoft Internet Explorer browser window displaying the Ramp Manager web application. The browser's address bar shows the URL: <https://sites.edifecs.com/content/workspaces/uiexplorer.jsp?uid=nEe&EL&SiteKey=fimedicaid&CommunityGatewayID=142%7B126641%7D&GroupID=3%7B656613%7D>. The browser's title bar reads "Ramp Management - Microsoft Internet Explorer provided by Hewlett-Packard".

The web application interface includes a navigation menu with the following items: Home, Partners, Contacts, Issues, Reports, Programs, 4010 - Testing Progr..., and 5010 - Testing Progr... The user is logged in as "Daniel Gray" and is identified as an "EDS Florida Medicaid Administrator".

The main content area displays a "Test Wizard" dialog box titled "Complete the Validation Test Wizard". The dialog box contains the following text:

The file you have uploaded will be validated for compliance against the specified guideline. A detailed report will be created, including any min/max, type, syntax or other errors.

To Complete the wizard, click **Finish**.

**Summary**

File Name:	test2.txt
Size:	458 bytes
Schedule:	Scheduled for processing within 15 minutes.
Selected Task:	4010 - 837 Dental Task

At the bottom of the dialog box, there are three buttons: "Cancel", "Previous", and "Finish".

The bottom of the browser window shows the status bar with "Done" on the left, "Internet" in the center, and "100%" on the right.

Once the file has been analyzed, the results will be available for review. Also available on the page displaying results, users look under the *Test History* heading to view and review error reports for previous file submissions.

The screenshot displays the Ramp Manager interface in a Microsoft Internet Explorer browser window. The page title is "Ramp Management - Microsoft Internet Explorer provided by Hewlett-Packard". The URL is <https://sites.edifeecs.com/content/workspaces/uiexplorer.jsp?uid=nEe8zEL&SiteKey=fmedicaid&CommunityGatewayID=142%7B126641%7D&GroupID=3%7B656613%7D>. The user is logged in as Daniel Gray, an EDS Florida Medicaid Administrator.

The main content area shows a "Complete a Validation Task" window for the "4010 - 837 Dental Task". The task status is "Completed -- Complete". The interface includes sections for "Testing Instructions", "Test Results", "Test History", and "Notes and Comments".

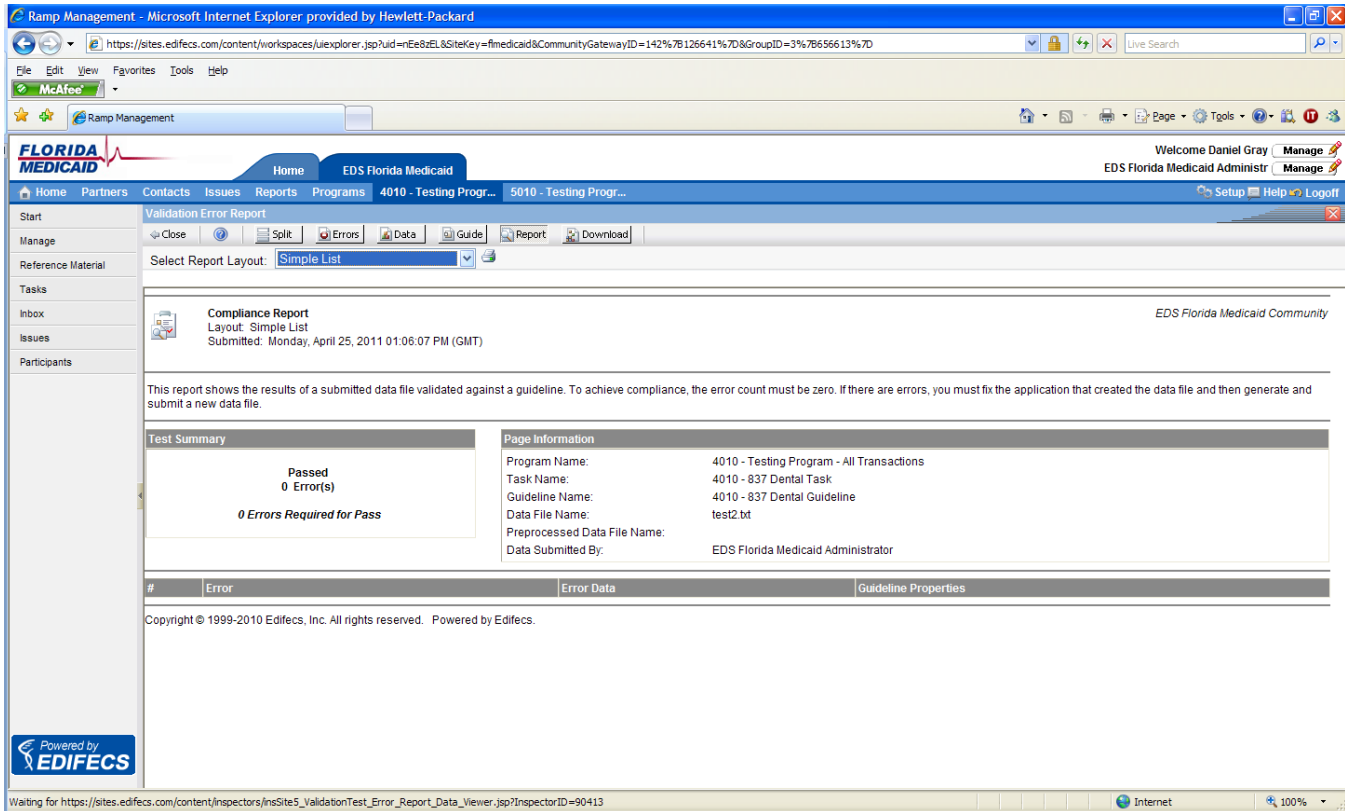
The "Test History" section is circled in red and contains a table of submission results:

Edit	File Name	Submission ...	Time	Status	Error Count
	test2.txt	04/25/2011	06:06:06 AM	Passed	0
	test2.txt	04/25/2011	06:04:30 AM	Failed	28

The "Notes and Comments" section shows the following information:

- Task Deadline: April 12, 2011
- Last Partner Update: April 14, 2011
- Completed Date: April 25, 2011

Clicking on any of the listed submitted files will open a screen that shows the detailed results of a previously performed file test.



Reports can be printed, or saved to disk. There are five (5) views available to assist Florida trading partners assess the processing of a file:

1. Split view – This view is the most dynamic of the five. It visibly shows the data file, and links the error within the data, to the error code, and then to the Implementation Guide itself.
2. Errors View – This view only gives the semantic listing of the error.
3. Data View – This view provides a wrapped view of the data file used for validation.
4. Guide View – This view provides the Implementation Guide only.
5. Report View – This view breaks down the report by error, data, and Implementation Guide. This view is the best and most suggested view to save and print for exchange.

### Questions?

The HP / FLMMIS EDI staff is available to assist with questions. You can reach the EDI staff Monday-Friday between 8AM and 5PM at 1 (866) 586-0961.