

# FASAMS Job Aid

## Vocabulary Mapping

This job aid will show the user how to map source system codes to the correct FASAMS codes both through error message as well as through the Configuration tab in the FASAMS Portal.

After submitting a file with errors, there may be a scenario where the source system code does not match the specific code in the FASAMS system. The below steps will walk the user through the process to add source system codes to the submitting entity's vocabulary. The steps below begins after a file has been uploaded in the portal.

1. After submitting a file that shows errors, click on the file to open the job and review the errors.

FASAMS Administration Configuration Submission Reports FASAMS.Training Logout

Click on the job to review the errors

Upload

Name	Submitter	User	Date	Status	Successful	Errors	Warnings
ProviderDataSet_InvalidPrefix	FEI Test Submitter	admin	09/12/2018 11:26 AM	Complete	0	5	0

Florida State Hospital -

2. Expand the Entity Errors to review the errors associated with the job

FASAMS Administration Configuration Submission Reports FASAMS.Training Logout

Job: ProviderDataSet\_InvalidPrefix Date: 09/12/2018 11:26 AM Success: 0 Warnings: 0 Errors: 5 Reports

Back Submitter: FEI Test Submitter Status: Complete User: admin

Steps

- Data Set Access Check Status: Success Errors: 0
- Schema Validation Status: Success Errors: 0

Entity Errors Expand the Entity Errors to review the errors associated with the job

- Provider - FederalTaxIdentifier: '11-5858957' Errors: 5

3. With the Entity Errors expanded, note the hyperlink with the Error Type of Invalid Vocabulary Code. Click on the hyperlink to view the invalid code and map it to the correct FASAMS code.

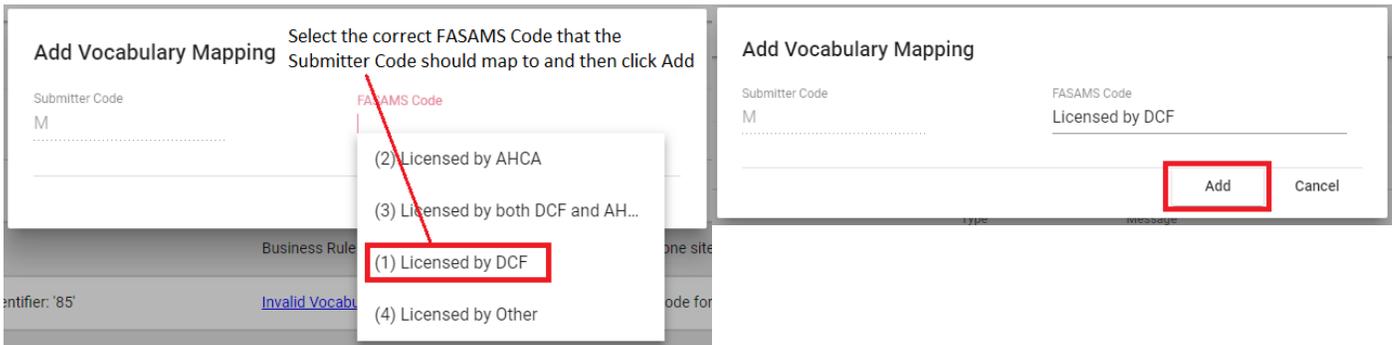
Entity Errors

Provider - FederalTaxIdentifier: '11-5858957' Errors: 5

Click on the hyperlink to view the invalid code and map it to the correct FASAMS code

Source	Type	Message
Provider - FederalTaxIdentifier: '11-5858957'	Business Rule	ProviderSites - Must have at least one site.
Provider - FederalTaxIdentifier: '11-5858957', ProviderSite - SiteIdentifier: '85'	<a href="#">Invalid Vocabulary Code</a>	LicenseTypeCode: 'M' - Unknown code for type 'ProviderSiteLicenseType'.
Provider - FederalTaxIdentifier: '11-5858957', ProviderSite - SiteIdentifier: '85'	Business Rule	DirectorFirstName - Director first name must be populated if DirectorLastName is populated.
Provider - FederalTaxIdentifier: '11-5858957', ProviderSite - SiteIdentifier: '85'	Business Rule	DirectorPrefixName: 'Fred' - Director prefix name must not be populated unless DirectorFirstName is populated.
Provider - FederalTaxIdentifier: '11-5858957', ProviderSite - SiteIdentifier: '85'	Business Rule	DirectorMiddleInitial: 'R' - Director Middle Initial must not be populated unless DirectorFirstName is populated.

- The Add Vocabulary Mapping window will open and will display the Submitter Code along with a dropdown menu showing the potential FASAMS codes for the file submission. In this example the Submitter Code is 'M' and can be mapped to any of the four options in the dropdown (see below). Select the correct FASAMS Code that the Submitter Code should map to and then click Add.



- After clicking Add, the Add Vocabulary Mapping window will go away and the submitting entity's vocabulary will be updated.
- Verify the change occurred by going to the Configuration tab. Note the message accompanying the Invalid Vocabulary Code error as this will help to navigate to the correct value set name. For this example, the value set name is ProviderSiteLicenseType.

**FASAMS** FASAMS.Training Logout

Administration **Configuration** Submission Reports

Job: ProviderDataSet\_InvalidPrefix Date: 09/12/2018 11:26 AM Success: 0 Warnings: 0 Errors: 5 Reports

Submitter: FEI Test Submitter Status: Complete

User: admin

Steps

Verify the change occurred by going to the Configuration tab

Data Set Access Check Status: Success Errors: 0

Schema Validation Status: Success Errors: 0

Entity Errors

Provider - FederalTaxIdentifier: '11-5858957' Errors: 5

Note the message accompanying the Invalid Vocabulary Code error as this will help to navigate to the correct value set name. For this example, the value set name is ProviderSiteLicenseType

Source	Type	Message
Provider - FederalTaxIdentifier: '11-5858957'	Business Rule	ProviderSites - Must have at least one site.
Provider - FederalTaxIdentifier: '11-5858957', ProviderSite - SiteIdentifier: '85'	Invalid Vocabulary Code	LicenseTypeCode: 'M' - Unknown code for type 'ProviderSiteLicenseType'.

- Select your Submitting Entity to view the vocabulary. The submitting entity for this example is FEI Test Submitter.

**FASAMS** FASAMS.Training Logout

Administration **Configuration** Submission Reports

**Vocabulary Versions** Search +

Name	Version	Release date	Status
FEI Test Submitter	1.0.0	09/11/2018	Draft

Click on the submitting entity to view vocabulary

**Rules** Search

Data Set
Acute Care Data Set
Client Data Set
Provider Data Set
Service Event Data Set
Subcontract Data Set
Treatment Episode Data Set

8. Expand the Provider Vocabulary Value Set since the vocabulary mapping change was made to the Provider dataset.

The screenshot shows the FASAMS interface. At the top, there is a dark blue header with the text "FASAMS". Below this is a navigation bar with four tabs: "Administration", "Configuration", "Submission", and "Reports". The "Configuration" tab is active. Below the navigation bar is a breadcrumb trail: "< Back FEi Test Submitter: 1.0.0 Status: Draft". To the right of the breadcrumb are two buttons: "Finalize Draft" (with a checkmark icon) and "Delete Draft" (with a trash can icon). Below the breadcrumb is a section titled "Vocabulary Value Set List" with a search bar. The list contains several items: "AcuteCare", "Client", "Common", "Provider", and "ServiceEvent". The "Provider" item is highlighted with a red rectangular box. To the right of the list, there is a text annotation: "Expand the Provider Vocabulary Value Set since the vocabulary mapping change was made to the Provider dataset".

9. For this example, the Provider Site License Type is selected which was identified as the Value Set Name is step 6.

The screenshot shows the FASAMS interface, similar to the previous one. The "Vocabulary Value Set List" section is expanded for the "Provider" value set. The list now shows a hierarchy of value sets: "Provider" (with an upward arrow), "Value Set Name", "Contractual Relationship", "County Area", "Covered Service", "Provider Site License Identifier Type", "Provider Site License Type", and "Provider Site Phone Type". The "Provider Site License Type" item is highlighted with a red rectangular box. To the right of the list, there is a text annotation: "The Provider Site License Type is selected which was identified as the Value Set Name is step 6".

10. The Provider Site License Type window will open showing the new code. Click on the Code to view and edits the code details.

**Provider Site License Type**  +

Code	Display Name	
7800.M	M	⋮

Click on the Code to view and edits the code details

11. From the code profile window, you can update the name, relationships, or add relationships. Click the back button once the review of new code is complete.

< Back **Concept Workspace** 🗑 Delete Concept

Click the Back button once the review of the new code is complete

**Profile**

Concept Code  
7800.M

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**Terms**  
Term Type  
FullySpecifiedName

Name  
M code mapping

Preferred

---

**Add Term**

**Properties**  
None Add Property

**Relationships**

Relationship Type  Source Concept

Group Members

---

Related Concept  
Provider Site License Type

---

Relationship Type  Source Concept 🗑

Code System Mapping

---

Code System  
FASAMS

---

Related Concept  
Licensed by DCF

**Add Relationship**

From the code profile window, you can update the name, relationships, or add relationships

12. In some cases, additional codes will need to be mapped as well. In those cases you can click the plus symbol at the top right to create a new code that maps to the correct FASAMS code.

The screenshot shows the FASAMS application interface. At the top, there is a navigation bar with 'FASAMS' on the left and 'FASAMS.Training Logout' on the right. Below this is a sub-navigation bar with 'Administration', 'Configuration', 'Submission', and 'Reports'. A text instruction 'Click the plus symbol at the top right to create a new code that maps to the correct FASAMS code' is overlaid on the right side, with a red arrow pointing to a plus sign in a red box. The main content area is split into two panels: 'Vocabulary Value Set List' on the left and 'Provider Site License Type' on the right. The 'Provider Site License Type' panel contains a table with columns 'Code' and 'Display Name'. One row is visible with '7800.M' in the 'Code' column and 'M code mapping' in the 'Display Name' column. A plus sign in a red box is located at the top right of this panel.

13. The Add Concept screen will open. Add the new Code and the Name and then click Add.

The screenshot shows the 'Add Concept' form. The title 'Add Concept' is at the top left. Below it, the text 'Add the new Code and the Name' is displayed. There are two input fields: 'Code' with the value 'N' and 'Name' with the value 'N code mapping'. A red box highlights both input fields. At the bottom of the form, there are three buttons: 'Add', 'Cancel', and 'Add'. A red box highlights the 'Add' button, and a red arrow points from the text 'Click Add' to it.

14. Fill out the Relationship Type, Code System, and Related Concept by selecting from the dropdown menus.

[← Back](#) **Concept Workspace** Delete Concept

Click the Back button once the review of the new code is complete

### Profile

Concept Code  
7800.N

Terms  
Term Type: FullySpecifiedName  
Name: N code mapping

Preferred

**Add Term**

Properties  
None **Add Property**

Relationships  
Relationship Type:  Source Concept  
Group Members

Related Concept  
Provider Site License Type

Relationship Type:  Source Concept  
Code System Mapping

Code System  
FASAMS

Related Concept  
Licensed by DCF

**Add Relationship**

Fill out the Relationship Type, Code System, and Related Concept by selecting from the dropdown menus

15. Note that now both codes show up under the Provider Site License Type.

FASAMS FASAMS.Training  
Logout

Administration Configuration **Submission** Reports

← Back FEI Test Submitter: 1.0.0 Status: Draft  Finalize Draft Delete Draft

Vocabulary Value Set List	Provider Site License Type
AcuteCare	Note that now both codes show up under the Provider Site License Type
Client	7800.M M code mapping
Common	7800.N N code mapping

16. Click Finalize Draft to save the new Vocabulary Version.

The screenshot shows the FASAMS web application interface. At the top, there is a navigation bar with 'FASAMS' on the left and 'FASAMS.Training Logout' on the right. Below this is a secondary navigation bar with tabs for 'Administration', 'Configuration', 'Submission', and 'Reports'. The 'Configuration' tab is active. In the main content area, there is a header for 'FEi Test Submitter: 1.0.1' with a status of 'Draft'. Below this header, there are two buttons: 'Finalize Draft' (which is highlighted with a red box and a red arrow pointing to it from the text 'Click Finalize Draft') and 'Delete Draft'. Below the buttons, there are two side-by-side tables. The left table is titled 'Vocabulary Value Set List' and has a search bar and a 'Hide Empty Value Sets' checkbox. It lists three value sets: 'AcuteCare', 'Client', and 'Common'. The right table is titled 'Provider Site License Type' and has a search bar. It lists two license types: '7800.M' with the display name 'M for code mapping' and '7800.N' with the display name 'N for code mapping'. Each row in the right table has a vertical ellipsis menu icon on the right side.

17. For more information regarding Vocabulary Mapping, contact the [FASAMS.support@feisystems.com](mailto:FASAMS.support@feisystems.com) and we will assist in furthering your training and understanding of the vocabulary mapping functionality.