

# APPENDIX D – SAMPLE CROSSWALK

## Crosswalk

Every data submission that your CAHPS 2.0H Survey vendors send to OPM must be accompanied by a “crosswalk” that will allow OPM to map your plan’s data to the appropriate FEHB Sub-Code. This is the only way that OPM will be able to identify submissions and allocate data correctly. The crosswalk must include the following information:

- Member-level file name
- Summary-level file name
- NCQA Submission ID
- NCQA Plan Name
- FEHB Sub-Code
- FEHB Plan Name

The Member-level and Summary-level filenames must follow the NCQA naming conventions.

The table below shows an example of a crosswalk for a vendor submission.

| Row | Member-level File Name | Summary-level File Name | NCQA Sub-ID | NCQA Plan Name              | FEHB Sub-Code | FEHB Plan Name     |
|-----|------------------------|-------------------------|-------------|-----------------------------|---------------|--------------------|
| 1   | CAM1234.txt            | CAS1234.txt             | 1234        | XYZ Healthplan, Inc.        | AA-HMO-UT-000 | XYZ Healthplan     |
| 2   | CAM2345.txt            | CAS2345.txt             | 2345        | QRS Healthcare              | BB-POS-IL-000 | QRS Healthcare     |
| 3   | CAM2345.txt            | CAS2345.txt             | 2345        | QRS Healthcare              | BB-POS-IN-000 | QRS Healthcare     |
| 4   | CAM3456.txt            | CAS3456.txt             | 3456        | MNO Health Providers S. Cal | CC-HMO-CA-000 | MNO Health Network |
| 5   | CAM4567.txt            | CAS4567.txt             | 4567        | MNO Health Providers N. Cal | CC-HMO-CA-000 | MNO Health Network |

- Sample row 1 shows the most straightforward example where it is a one-to-one mapping between the NCQA Sub ID and FEHB Sub-Code.
- Sample rows 2 and 3 show how the crosswalk should appear when one set of NCQA data is mapped to two FEHB Sub-Codes. In this case, only one member-level file and one summary-level file should be submitted to OPM.
- Sample rows 4 and 5 show how the crosswalk should appear when two sets of NCQA data are mapped to one FEHB Sub-Code. In this case, two member-level files and two summary-level files must be submitted to OPM.