

Machine Readable File Instructions

Step 1

Click on the link: <https://zenith-american.sapphiremrhub.com>.

The screenshot shows the Zenith American MRF Hub website. The browser address bar displays the URL <https://mrf.zenith-american.com/culinaryhealthfund/>. The page title is "Culinary Health Fund". The main content area contains the following text:

Under the Transparency in Coverage Rule, health plans are required to disclose in-network provider negotiated rates and historical out-of-network allowed amounts through machine readable files (MRFs). MRFs are now available for viewing at the following link: <https://zenith-american.sapphiremrhub.com>. (Use the group Name to search for the Machine Readable Files)

Please save this link for future reference.

Price Transparency Cost Estimates

You can access the tool by logging into your secure account at <https://edge.zenith-american.com/landingPage.php>.

Step 2

After you click on that link you will see the page below. On this screen, type in “**Culinary**” in the “**Search by Company Name**” field and the file available to download will appear.

The screenshot shows the Zenith American MRF Hub search results page. The search results table is as follows:

FILES	COMPANY NAME	FILE NAME	PLAN NAME	PLAN ID TYPE	PLAN ID	ACTIONS
	Culinary Health Fund	2024-09-01_culinary-health-fund_index.json	Culinary Health Fund	EIN	23-7385560	Copy Link Download

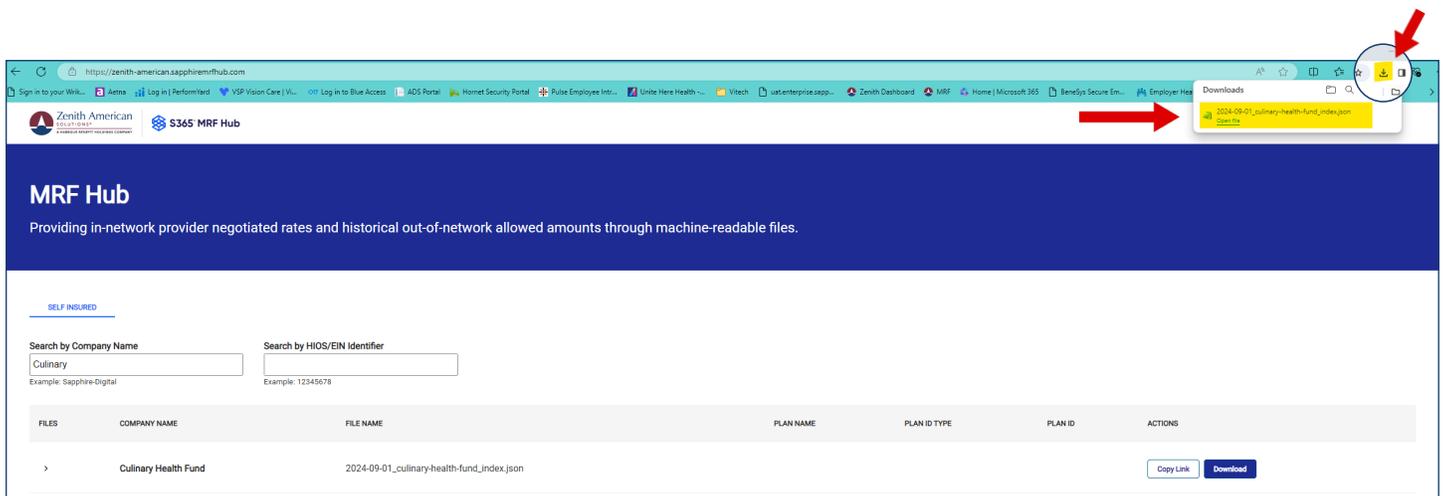
Click on the “**Download**” button to start downloading the table of contents or TOC for the machine readable file. The table of contents is used to organize the various INN and OON MRF links as required by CMS for each group.

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Step 3

After you click download, you can watch the progress of the file download or where the file was downloaded to based on your browser:

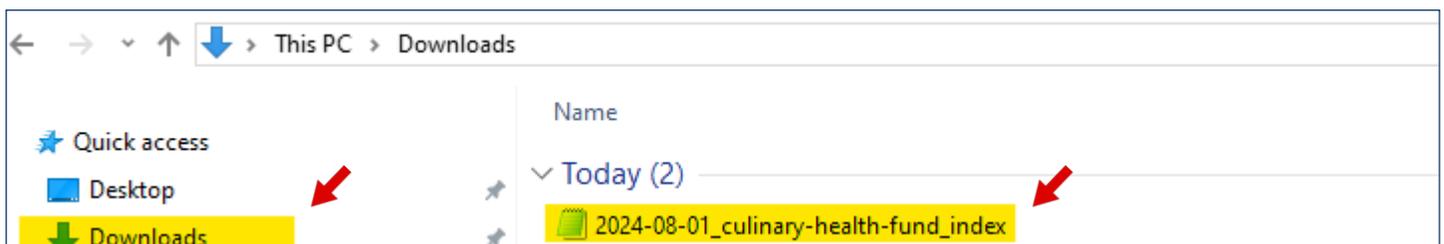
- **If you're using Edge**, look for a down arrow, with a bracket underneath it in the upper right-hand side.
- **If you're using Chrome**, either look in the upper right hand corner, or the bottom left-hand side of the screen, depending on the Chrome version.



The screenshot shows the MRF Hub web application interface. At the top, there is a navigation bar with the Zenith American logo and "3365 MRF Hub". Below this is a header section titled "MRF Hub" with the subtitle "Providing in-network provider negotiated rates and historical out-of-network allowed amounts through machine-readable files." The main content area is titled "SELF INSURED" and contains search fields for "Company Name" (with "Culinary" entered) and "HIOS/EIN Identifier" (with "12345678" entered). Below the search fields is a table with columns: FILES, COMPANY NAME, FILE NAME, PLAN NAME, PLAN ID TYPE, PLAN ID, and ACTIONS. The table contains one row for "Culinary Health Fund" with the file name "2024-09-01_culinary-health-fund_index.json" and a "Download" button. A red arrow points to the "Download" button. In the top right corner, a browser download notification is visible, showing the file name "2024-09-01_culinary-health-fund_index.json" and a download icon. A red arrow points to the download icon in the notification.

Step 4

Once downloading is complete, go to the downloads folder on your computer. Click on downloads, and the files that were just downloaded will show there.



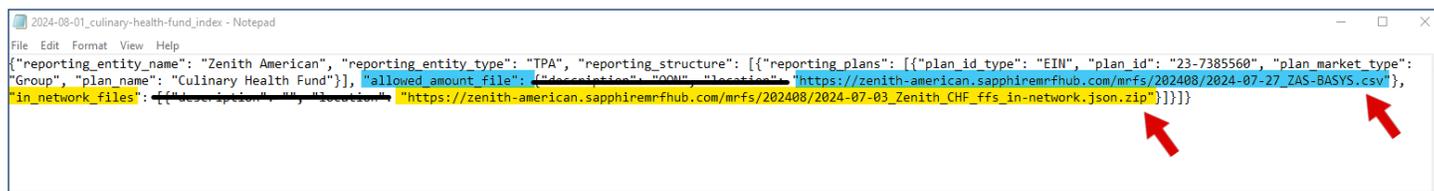
The screenshot shows a Windows File Explorer window titled "This PC > Downloads". The left sidebar shows "Quick access" with "Downloads" highlighted. The main area shows a list of files under the heading "Name". There is a sub-heading "Today (2)" and one file listed: "2024-08-01_culinary-health-fund_index". A red arrow points to the "Downloads" folder in the sidebar, and another red arrow points to the file name in the list.

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Step 5

Once the TOC file is opened, you will be presented with two links:

- **The first link ending in .zip** is the INN Machine Readable file.
- **The second link ending in .csv** is the OON Allowable Amounts MRF.



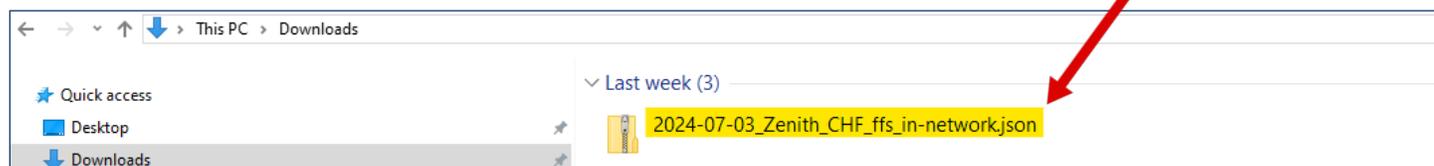
Both files are large in size, sometimes exceeding 1GB. A stable internet connection is required to continue downloading these files as well as storage space on your computer or device.

Download Process for In-Network

In-Network Link Example:

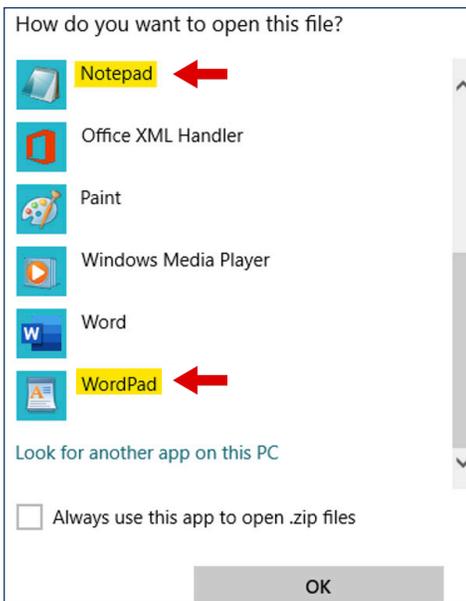
https://zenith-american.sapphiremrhub.com/mrfs/202403/2024-02-03_Zenith_CHF_ffs_in-network.json.zip

Once the In-Network link is copied and pasted in the web browser, the download will start. Once the download is complete you will see the file in the downloads folder in your computer.



Machine Readable File Instructions

Go to your downloads folder to find the TOC file you selected to download, “right click” on the downloaded document then select either Notepad or Wordpad. We highly recommend you use either Notepad or Wordpad since the file type is not common for average users and there may not be an existing application to use for this file type.



Once you have selected the application to open the document with, it will take several minutes to download as it is a huge file.

Once the file is open, below is an example of what you should see.



```
PK[] []      æ+CXuüü[]
[] D
[] D)  2024-02-03_Zenith_CHF_ffs_in-
network.json{"reporting_entity_name":"Zenith","reporting_entity_
type":"Payer","last_updated_on":"2024-02-02","version":"1.3.1",
"provider_references":[{"provider_group_id":5146,"provider_groups
":[{"npi": [1396767091], "tin": {"type": "ein", "value": "462812104"}
}], {"provider_group_id":9502,"provider_groups":[{"npi": [14179467
73], "tin": {"type": "ein", "value": "880161856"}]}], {"provider_group
_id":2182,"provider_groups":[{"npi": [1255301347], "tin": {"type": "
ein", "value": "261116846"}]}], {"provider_group_id":3511,"provider
_groups":[{"npi": [1992391627], "tin": {"type": "ein", "value": "27077
3333"}]}], {"provider_group_id":847,"provider_groups":[{"npi": [10
53303560], "tin": {"type": "ein", "value": "200562668"}]}], {"provider
_group_id":1372,"provider_groups":[{"npi": [1588655526], "tin": {"t
ype": "ein", "value": "203284958"}]}], {"provider_group_id":14202,"p
rovider_groups":[{"npi": [1891805644], "tin": {"type": "ein", "value
": "880438553"}]}], {"provider_group_id":8924,"provider_groups":[{"
npi": [1437406212], "tin": {"type": "ein", "value": "880060272"}]}], {"
```

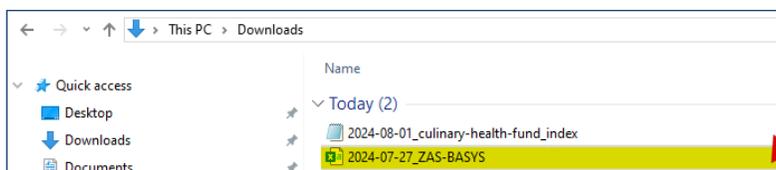
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Download Process for Out-of-Network

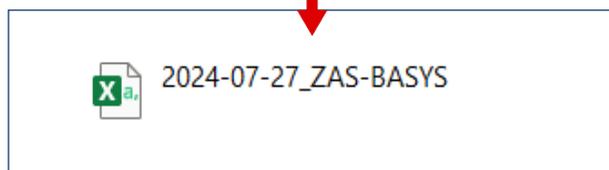
Out-of -Network Link Example:

https://zenith-american.sapphiremrhub.com/mrfs/202403/2024-02-27_ZAS-BASYS.csv

Once the Out-of-Network link is copied and pasted in the web browser, the download will start. Once the download is complete you will see the file in the downloads on the PC.



This automatically downloads in a .csv file.



All that needs to be done to view the file is double click on it, and it will open in .csv format. This is an example of what you should see.



reporting_entry_name	reporting_entity_type	plan_name	plan_id	plan_id	plan_market_type_name	billing_code_type	billing_code	billing_code_version	description	tin_type	tin_value	Service_Code	Billing_Class	Billed_Charge	allowed_amount	tpi	last_updated_on	version
Zelis	Third-party	Zenith American Solutions - BASYS	C2000101	Culinary Health & Welfare Fund group	Pathology and Laboratory	Procedure	80048	2022	AMA	ein	237064656	21	professional	\$30.00	\$6.45	1831208826	7/27/2024	v1.2.0
Zelis	Third-party	Zenith American Solutions - BASYS	C2000101	Culinary Health & Welfare Fund group	Radiology	Procedure	73590	2022	AMA	ein	411861374	11	professional	\$106.00	\$44.39	1164474250	7/27/2024	v1.2.0
Zelis	Third-party	Zenith American Solutions - BASYS	C2000101	Culinary Health & Welfare Fund group	Outpatient Services	Procedure	99204	2022	AMA	ein	808020406	30	professional	\$422.00	\$177.99		7/27/2024	v1.2.0
Zelis	Third-party	Zenith American Solutions - BASYS	C2000101	Culinary Health & Welfare Fund group	Emergency Department Services	HCPCS			2022	CMS,AMA	ein	475625607	institutional	\$3,488.00	\$641.89	1013382860	7/27/2024	v1.2.0
Zelis	Third-party	Zenith American Solutions - BASYS	C2000101	Culinary Health & Welfare Fund group	Pathology and Laboratory	HCPCS	85025	2022	CMS,AMA	ein	522379881		institutional	\$489.15	\$45.32	1386697888	7/27/2024	v1.2.0
Zelis	Third-party	Zenith American Solutions - BASYS	C2000101	Culinary Health & Welfare Fund group	Pathology and Laboratory	HCPCS			2022	CMS,AMA	ein	880199958	institutional	\$562.00	\$58.05	1548205082	7/27/2024	v1.2.0
Zelis	Third-party	Zenith American Solutions - BASYS	C2000101	Culinary Health & Welfare Fund group	Radiology	HCPCS			2022	CMS,AMA	ein	160762843	institutional	\$175.00	\$41.07	1770598104	7/27/2024	v1.2.0
Zelis	Third-party	Zenith American Solutions - BASYS	C2000101	Culinary Health & Welfare Fund group	Medicine/Pharmacy/Vaccine	HCPCS			2022	CMS,AMA	ein	870271937	institutional	\$52.00	\$49.55	1174979108	7/27/2024	v1.2.0
Zelis	Third-party	Zenith American Solutions - BASYS	C2000101	Culinary Health & Welfare Fund group	Emergency Department Services	HCPCS			2022	CMS,AMA	ein	943282424	institutional	\$644.00	\$174.04	1780757856	7/27/2024	v1.2.0
Zelis	Third-party	Zenith American Solutions - BASYS	C2000101	Culinary Health & Welfare Fund group	Pathology and Laboratory	HCPCS			2022	CMS,AMA	ein	436406077	institutional	\$120.00	\$29.23	1770132535	7/27/2024	v1.2.0
Zelis	Third-party	Zenith American Solutions - BASYS	C2000101	Culinary Health & Welfare Fund group	Pathology and Laboratory	HCPCS			2022	CMS,AMA	ein	841106628	institutional	\$80.00	\$32.81	1745934509	7/27/2024	v1.2.0
Zelis	Third-party	Zenith American Solutions - BASYS	C2000101	Culinary Health & Welfare Fund group	Medicine/Pharmacy/Vaccine	HCPCS			2022	CMS,AMA	ein	262128507	institutional	\$53.90	\$8.05	1497322377	7/27/2024	v1.2.0