Eligibility Feed Specification

Truman Arnold Companies (TAC)

Feed Effective Date: 3/1/21

Purpose of the Data Feed

The Standard uses data feeds to support telephonic intake, absence management and claim adjudication processes. This information contributes to a positive employee experience, reduces the burden on employer Human Resources departments, and allows more efficient plan administration.

Ensuring a Successful Feed Implementation

We are most successful when we partner with people from the customer and file provider who:

- Understand the information available in the source system
- Actively participate in feed discussions
- Provide business decisions, when needed
- Provide prompt revisions to test files

Implementation Timeline

Feed and Data Specifications		
• Customer confirms desired service(s) • Understand and confirm agreement with file specification and connectivity requirements	**Review** Collaborate to confirm data needed to support the desired services **Agreement** Confirm all parties agree to file format, structure, layout and expected data. Connectivity is established	**12/7/20**
File Quality Testing		
• File review focused on file quality • File revisions as needed • Transmitted through secure connection	• Use self-service tool to validate file format & layout • Test file aligning to specifications • Timely file revisions[1]	**12/21/20**
Data Quality Testing		
• File review focused on data quality • Data quality concerns addressed • Transmitted through secure connection • File processes through all test systems	• Participate in file feedback discussions • Address data quality issues, as needed • Timely file revisions[1]	**1/4/21**
Production Preview File		
• File generated from production system • Transmitted through secure connection • File processes through all test systems	• Production-ready file through test connection • Address remaining or new data quality concerns	**2/1/21**
Initial Production File		
• First production file received through production connection • File processes through production systems	• Production file through production connection	**2/8/21**

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[1] Multiple files will be required during this phase until test file meets The Standard's requirements

Resources

Implementation

The Standard **Truman Arnold Companies / Ultimate Software**

Project and Business Leads			
Keeshia Lasley, Implementation Manager		Clint Booker and Michael Davis	
Phone	Click here to enter text.	Phone	Click here to enter text.
Email	Keeshia.Lasley@standard.com	Email	cbooker@tacenergy.com; Mdavis@tacenergy.com

File Development			
Hannah Bell, Customer Information Analyst		Lea King	
Phone	971.321.8809	Phone	
Email	Hannah.Bell@standard.com	Email	lking@tekpartners.com

Connectivity			
Email invitation to a self-directed connectivity setup tool		Lea King	
		Email	lking@tekpartners.com

Ongoing

The Standard **Ultimate Software**

Business Contact[2]			
Audrey Rigsby, Account Manager		Click here to enter text.	
Phone	Click here to enter text.	Phone	Click here to enter text.
Email	Audrey.Rigsby@standard.com	Email	Click here to enter text.

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[2] Contact for questions about data in the file

Revision History

Date and Version		Section	Description of Revision	Author
10/20/2020	1.0	Document	Initial Draft	Hannah Bell
12/3/2020	1.1	Document	Post Specification Review	Hannah Bell

Outstanding Items

The following items are outstanding and could impact the file feed requirements.

#	Subject Area	Description	Assigned To	Current State of Resolution	Status
1	Missed File Notification Alias	TAC to provide Standard with an Alias for missed file notifications	Clint and Michael (TAC)	Pending	Open
2	Work Sate	TAC to review where Work State whould be pulled in from to support applicable state leaves. Standard utilizes this field to assigned state specific leaves to a absence claim. Clint can be used as an example.	TAC	Pending	Open
3	Earnings	Standard to provide Lea direction for how W-2 Earnings will be collected	Hannah (Standard)	12/3 – Hannah Provided direction in fields 49 – 56. Updates have been noted in Customer Specific Comments column and highlighted in blue.	Closed
4	Earnings	TAC and Standard to confirm W-2 Earnings are the only Pre Disability earnings utilized for STD and LTD.	Standard / TAC	Pending	Open
5	Reporting	Standard to follow up with Shannon and TAC on additional reporting break out needs for Disability and Absence as well as portla access and notifications for HR users.	Standard/ TAC	Pending	Open

Customer Specific Notes

File Delivery Specifications

File Specifications

File Name   trumanarnoldco_10152480_1_YYYYMMDD.txt

Delivery Specifications

File transfer protocol & file delivery schedule will be confirmed as part of the connectivity setup process.

Transfer Protocol	SFTP
File Frequency	☒ Weekly ☐ Bi-Weekly ☐ Monthly ☐ Other: Click here to enter text.
Schedule Date and Time	Friday 5:30am EST
Data Extraction Type	☒ Automated / Scheduled ☐ Manual
Delivery Type	☒ Automated / Scheduled ☐ Manual

> **Failure to place the file on the server by the expected date/time may impact the services we are providing; we cannot guarantee a late file will be loaded before the next file is delivered.**

Email Subscriptions

Automated email notification based on the file status. Options include:

File Received	Sent when we successfully receive a file
File Received & Loaded	Sent when we successfully load a file
File Not Received	Mandatory notification; sent when we do not receive a file by the expected date

Customer/File Provider Subscriptions

Providing an email distribution list, rather than individual email addresses, provides the following benefits:

- You retain full control over who receives email notifications
- You may specify multiple email distribution lists and each address may subscribe to different notifications
- Updates can be made immediately as personnel changes occur

☐ Received   ☐ Received & Loaded   ☒ Not Received   Email: Click here to enter text.

☐ Received   ☐ Received & Loaded   ☐ Not Received   Email: Click here to enter text.

> **Email notifications are sent on weekends and holidays. If your normal file schedule coincides with a holiday and a file is not received on that day, please send the file on the following business day.**

The Standard Subscriptions

☐ Received   ☐ Received & Loaded   ☒ Not Received   Email: DATSupport@standard.com

☐ Received   ☐ Received & Loaded   ☒ Not Received   Email: AMConsultants@standard.com

Data Specifications

Source System Information

Who will provide your data in production?	☐ Customer ☒ Third Party, Ultimate Software
Name of source system	Ultipro
Type of system	☒ Enrollment ☒ HRIS ☒ Payroll ☐ Time Tracking
What type of environment will your test data come from?	Production

Refresh Date	When each file is sent

Effective Dates	
Effective dates are stored based on…	Original Coverage Effective Date
Are future coverage effective dates stored?	Yes
Can future effective dates be withheld until equal/past the current system date?	Yes
If no, can a coverage termination date equal to scheduled effective date be sent if an employee's coverage does not become effective as originally planned?	N/A
Termination Dates	
Are future coverage termination dates stored?	Yes
Can future termination dates be withheld until equal/past the current system date?	Yes

How long will terminations be sent on the file (min 2 times or 30 days)	30 days

The Standard's system does not terminate coverage or employment by omission on a subsequent file. Explicit termination dates must be provided.

We do not need a special enrollment file annually because The Standard does not produce ID cards

Our system records information on a transaction basis; any changes to coverage due to annual enrollment should be included on the file *after* the effective date of enrollment

We do not expect new coverage effective dates if an employee's coverage does not change from one plan year to the next

Detailed File Layout Specifications

File and Data Rules

Employee Population	All employees (including part time and temporary)
File Content	Full File
File Format	Pipe Delimited, |
File Layout	All fields must be represented in the file - Fields marked as Required are required for all members on the file; those marked with an 'x' are expected for all members with this information in the source system; those marked with an open checkbox should be sent as null fields - If data will not be included for a field, it must be included as a null/empty position (two delimiters next to each other) - No pipe delimiter after the last field in the file
Character Format	All characters in the file should be base ASCII format/mode
Format Rules	Format rules are noted by field, where applicable
	If no format/data rule is listed, Alpha or Numeric is accepted, including other characters within base ASCII format/mode
Domain Values	If listed, values on the inbound files must exactly match one of the values listed including case and spacing

Employee Demographic Information

Supports all feed-supported services, provides basic information about the employee.

Field	Attribute	Format and Data Rule(s)	Max Length	Domain Values	Definition of Value	Include in File	Customer Specific Comments
1	Organization ID Code	Number	8		Identifier provided by The Standard	Required	Send: **10152480**
2	Sub Org Text		50			☐	
3	Social Security Number	999999999	9		United States Social Security Number **Do not send foreign IDs or employee IDs**	Required	
4	Employee ID		20		Employee IDs must be unique; foreign IDs are acceptable **Do not send Social Security Number**	☒	
5	Name Prefix		20	Doctor Dr. Miss Mr. Mrs. Ms. Professor		☐	
6	First Name		40			Required	
7	Middle Name		40			☒	
8	Last Name		40			Required	

Field	Attribute	Format and Data Rule(s)	Max Length	Domain Values	Definition of Value	Include in File	Customer Specific Comments
9	Name Suffix		10			☐	
10	Date of Birth	YYYYMMDD	8			Required	
11	Date of Death	YYYYMMDD	8			☐	
12	Gender		1	M F U	M ....Male F ....Female U.................................... Unknown / Not Indicated	Required	
13	Marital Status		16	Common Law Divorced Domestic Partner Married Separated Single Unknown Widowed		☐	
14	Address Line 1		50			Required	
15	Address Line 2		50			☒	
16	Address Line 3		50			☐	
17	City		50			Required	
18	State/Province		6		**Required for addresses in US or Canada**	Required	
19	Postal Code		20			Required	
20	Country	ISO standards	50			Required	
21	Non-Work Phone	9999999999	15		Phone number where an employee can be reached after normal business hours	☒	

Basic Employment Information

Supports reduction of the employer's administrative burden during the claim process and allows for faster claim decisions. If necessary information cannot be provided on the feed, it will be gathered through employer outreach.

Field	Attribute	Format and Data Rule(s)	Max Length	Domain Values	Definition of Value	Include in File	Customer Specific Comments
22	Current Hire Date	YYYYMMDD	8		Date of Hire associated with current employment period *Used for eligibility determination*	Required	
23	Original Hire Date	YYYYMMDD	8		Date of Hire associated with employee's original employment period	☒	
24	Adjusted Hire Date	YYYYMMDD	8		Current hire date adjusted to include prior periods of employment. Often called Credited Service Date.	☐	
25	Employment Termination Date	YYYYMMDD	8		Date employment is terminated	☒	
26	Work State		2		State/Province where an employee works; this may be different than the state where they reside. **Absence Management**: Applicable state leave is determined by this value. **Disability-only customers**: Notification related to state income tax is determined by this value.	Required	Clint and Michael to confirm where to pull this from. Clint can be used as en example of an employee who lives in one state but receives work orders from another. Cost Center??
27	Job Title		50			☒	
28	Employment Status		26	Active Active Military - Overseas Active Military - USA Deceased Inactive Leave of Absence Leave of Absence FMLA Leave of Absence Military Paid Leave of Absence Retired Suspended Temporary Layoff Terminated Unpaid Leave of Absence		☒	
29	Scheduled Work Hours	If fraction of hour, include decimal, i.e. 80.25	8		Hours an employee is scheduled to work during the period provided in the Scheduled Work Hours Frequency field	☒	
30	Scheduled Work Hours Frequency		12	Weekly Bi-Weekly Monthly Semi-Monthly Annual Ratio to FTE Percent to FTE	Period of time an employee works the hours provided in the Scheduled Work Hours field	☒	

Field	Attribute	Format and Data Rule(s)	Max Length	Domain Values	Definition of Value	Include in File	Customer Specific Comments
31	Employee Pay Type		11	Hourly Salary ~~Commission~~ ~~Salary + OT~~	How an employee receives their pay	☒	
32	Full/Part Time		9	Full Time Part Time	Full/Part time status of an employee **Required for Absence Management**	Required	
33	Employment Type		9	Regular Temporary Seasonal	**Required for Absence Management**	Required	
34	Work Email Address		100		Employee work email address **Required for Absence Management for employees who are HR Users, or Manager/Supervisor Users so email notifications can be sent from the system.**	Required	

Additional Employment Information

Supports additional information that may be required based on policy language. If information cannot be provided on the feed, it will be gathered through employer outreach when needed.

Field	Attribute	Format and Data Rule(s)	Max Length	Domain Values	Definition of Value	Include in File	Customer Specific Comments
35	Exempt Status		10	Exempt Non-Exempt		☒	
36	Union Flag		1	Y N		☐	
37	Union Name		50			☐	
38	Employer Affiliate		50			☒	
39	Employer Location Code		50			☒	
40	Employer Location Name		50			☒	
41	Department Code		50			☒	
42	Department Name		50			☒	
43	Occupation Code		50			☐	
44	User Specific 1		50		The Standard will provide instructions, if needed	☐	
45	User Specific 2		50		The Standard will provide instructions, if needed	☐	
46	User Specific 3		50		The Standard will provide instructions, if needed	☐	
47	User Specific 4		50		The Standard will provide instructions, if needed	☐	
48	User Specific 5		50		The Standard will provide instructions, if needed	☐	

Earnings

Supports the claim payment process. If information cannot be provided on the feed, it will be gathered through employer outreach.

Field	Attribute	Format and Data Rule(s)	Max Length	Domain Values	Definition of Value	Include in File	Customer Specific Comments
49	Earnings Category 1		9	Scheduled Actual	**Required if sending Earnings Category 1**	☒	Send: **Actual**
50	Earnings Type 1		18	Bonus Commission Shift Differential PDE Base Rate Frozen Pay Mileage Cash Allowance Life Earnings	**Required if sending Earnings Category 1** PDE... Predisability Earnings	☒	Send: **W-2**
51	Earnings Amount 1	9999999999.99	13		**Required if sending Earnings Category 1**	☒	Represents Box 5 earnings from a single year.
52	Earnings Amount Expression 1		22	Annual Weekly Monthly Hourly Bi-Weekly Semi-Monthly Irregular Semi-Monthly/10 Months	The period the Earnings Amount represents **Required if sending Earnings Category 1** Bi-Weekly...................................26 Periods Semi-Monthly ....24 Periods Semi-Monthly/10 Months ....20 Periods	☒	Annual
53	Earnings Effective Date 1 OR Earnings Pay Date 1	YYYYMMDD	8		<u>Earnings Effective Date</u>: Effective date of the earnings sent in Earnings Amount (if sending Scheduled). *If date is unavailable, leave null. When a change in earnings is detected, The Standard will default to file date.* <u>Earnings Pay Date</u>: Date the earnings sent in Earnings Amount were paid (if sending Actual) **Pay date is required if sending Actual Earnings**	☒	End of the earnings year
54	Pay Frequency 1		22	Annual Weekly Monthly Hourly Bi-Weekly Semi-Monthly Irregular Semi-Monthly/10 Months	How often this type of earnings are paid Bi-Weekly...................................26 Periods Semi-Monthly...........................24 Periods Semi-Monthly/10 Months ....20 Periods	☐	
55	Pay Start Date 1	YYYYMMDD	8		Used for 'Actual' Earnings only Pay Period beginning date	☒	Beginning of year earnings Example: 20190101

Field	Attribute	Format and Data Rule(s)	Max Length	Domain Values	Definition of Value	Include in File	Customer Specific Comments
56	Pay End Date 1	YYYYMMDD	8		Used for 'Actual' Earnings only Pay Period ending date	☒	End of Year earnings Example: 20201231
57	Pay Period Hours 1	9999999999.99	10		Used for 'Actual' Earnings only This is where hours worked during the pay period would be included if appropriate based on Earnings Category *If sending Pay Period Hours, the Pay Start Date and Pay End Dates are also required.*	☐	
58	Earnings Category 2		9	Scheduled Actual	**Required if sending Earnings Category 2**	☐	
59	Earnings Type 2		18	Bonus Commission Shift Differential PDE Base Rate Frozen Pay Mileage Cash Allowance Life Earnings	**Required if sending Earnings Category 2** PDE... Predisability Earnings	☐	
60	Earnings Amount 2	9999999999.99	13		**Required if sending Earnings Category 2**	☐	
61	Earnings Amount Expression 2		22	Annual Weekly Monthly Hourly Bi-Weekly Semi-Monthly Irregular Semi-Monthly/10 Months	The period the Earnings Amount represents **Required if sending Earnings Category 2** Bi-Weekly ....26 Periods Semi-Monthly ....24 Periods Semi-Monthly/10 Months ....20 Periods	☐	
62	Earnings Effective Date 2 OR Earnings Pay Date 2	YYYYMMDD	8		<u>Earnings Effective Date</u>: Effective date of the earnings sent in Earnings Amount (if sending Scheduled). *If date is unavailable, leave null. When a change in earnings is detected, The Standard will default to file date.* <u>Earnings Pay Date</u>: Date the earnings sent in Earnings Amount were paid (if sending Actual) **Pay date is required if sending Actual Earnings**	☐	

Field	Attribute	Format and Data Rule(s)	Max Length	Domain Values	Definition of Value	Include in File	Customer Specific Comments
63	Pay Frequency 2		22	Annual Weekly Monthly Hourly Bi-Weekly Semi-Monthly Irregular Semi-Monthly/10 Months	How often this type of earnings are paid Bi-Weekly ....26 Periods Semi-Monthly ....24 Periods Semi-Monthly/10 Months ....20 Periods	☐	
64	Pay Start Date 2	YYYYMMDD	8		Used for 'Actual' Earnings only Pay Period beginning date	☐	
65	Pay End Date 2	YYYYMMDD	8		Used for 'Actual' Earnings only Pay Period ending date	☐	
66	Pay Period Hours 2	9999999999.99	10		Used for 'Actual' Earnings only This is where hours worked during the pay period would be included if appropriate based on Earnings Category *If sending Pay Period Hours, the Pay Start Date and Pay End Dates are also required.*	☐	
67	Earnings Category 3		9	Scheduled Actual	**Required if sending Earnings Category 3**	☐	
68	Earnings Type 3		18	Bonus Commission Shift Differential PDE Base Rate Frozen Pay Mileage Cash Allowance Life Earnings	**Required if sending Earnings Category 3** PDE.. Predisability Earnings	☐	
69	Earnings Amount 3	9999999999.99	13		**Required if sending Earnings Category 3**	☐	
70	Earnings Amount Expression 3		22	Annual Weekly Monthly Hourly Bi-Weekly Semi-Monthly Irregular Semi-Monthly/10 Months	The period the Earnings Amount represents **Required if sending Earnings Category 3** Bi-Weekly ....26 Periods Semi-Monthly ....24 Periods Semi-Monthly/10 Months ....20 Periods	☐	

Field	Attribute	Format and Data Rule(s)	Max Length	Domain Values	Definition of Value	Include in File	Customer Specific Comments
71	Earnings Effective Date 3 OR Earnings Pay Date 3	YYYYMMDD	8		<u>Earnings Effective Date</u>: Effective date of the earnings sent in Earnings Amount (if sending Scheduled). *If date is unavailable, leave null. When a change in earnings is detected, The Standard will default to file date.* <u>Earnings Pay Date</u>: Date the earnings sent in Earnings Amount were paid (if sending Actual) **Pay date is required if sending Actual Earnings**	☐	
72	Pay Frequency 3		22	Annual Weekly Monthly Hourly Bi-Weekly Semi-Monthly Irregular Semi-Monthly/10 Months	How often this type of earnings are paid Bi-Weekly ....26 Periods Semi-Monthly ....24 Periods Semi-Monthly/10 Months ....20 Periods	☐	
73	Pay Start Date 3	YYYYMMDD	8		Used for 'Actual' Earnings only Pay Period beginning date	☐	
74	Pay End Date 3	YYYYMMDD	8		Used for 'Actual' Earnings only Pay Period ending date	☐	
75	Pay Period Hours 3	9999999999.99	10		Used for 'Actual' Earnings only This is where hours worked during the pay period would be included if appropriate based on Earnings Category *If sending Pay Period Hours, the Pay Start Date and Pay End Dates are also required.*	☐	

Absence Management

Supports our Absence Management Service offering.

Field	Attribute	Format and Data Rule(s)	Max Length	Domain Values	Definition of Value	Include in File	Customer Specific Comments
76	Hours Worked in the Last 12 Months	99999.99	8		FMLA regulation definition: 　Includes: hours actually worked for the employer; regular, shift differential, overtime, paid volunteer, etc. 　Excludes: sick leave, vacation, paid time off, paid and unpaid leave. **Required for Absence Management services.**	Required	
77	Hours Worked in the Last 12 Months **THRU DATE**	YYYYMMDD	8		Represents the date that the Hours Worked in Last 12 Months were calculated/updated. **Required for Absence Management services.**	Required	
78	Supervisor/Manager Employee ID		20		May be required based on configuration for system access and correspondence.	☒	We will collect this field for future use.
79	Future use field		1		Placeholder for future capability	☐	
80	AMS Reporting Group 1		50			☐	
81	AMS Reporting Group 2		50			☐	
82	AMS Reporting Group 3		50			☐	
83	AMS Reporting Group 4		50			☐	
84	AMS Reporting Group 5		50			☐	
85	AMS Reporting Group 6		50			☐	
86	AMS Reporting Group 7		50			☐	
87	AMS Reporting Group 8		50			☐	
88	AMS Reporting Group 9		50			☐	

Disability Claim Outreach Information

Supports the Telephonic Claim Intake Service. Includes information for the Human Resources personnel responsible for completing employer portion of the claim process.

Field	Attribute	Format and Data Rule(s)	Max Length	Domain Values	Definition of Value	Include in File	Customer Specific Comments
89	HR Contact Recipient		50		Name of area receiving Employer Notification	☐	
90	HR Contact Email Address		100		Distribution list for Disability Employer Notifications	Required	Send: HRPay@tacenergy.com
91	HR Contact Work Phone	Number	15			☐	

Claim Reporting

Supports reporting breakouts for disability or life coverages when necessary.

Field	Attribute	Format and Data Rule(s)	Max Length	Domain Values	Definition of Value	Include in File	Customer Specific Comments
92	Reporting Category 1		50			☐	
93	Reporting Category 2		50			☐	
94	Reporting Category 3		50			☐	
95	Reporting Category 4		50			☐	
96	Reporting Category 5		50			☐	

Disability Coverage

Information in this section supports claim eligibility process and reflects products for which the employee is currently <u>enrolled and covered</u> or being implemented.

Do not send pending coverage elections in these sections.

STD 1 Coverage

Field	Attribute	Format and Data Rule(s)	Max Length	Domain Values	Definition of Value	Include in File	Customer Specific Comments
97	Policy	Number	6		Provided by The Standard	☒	Send: 759706
98	Plan		2		Provided by The Standard	☒	Send: A
99	Product		4		Provided by The Standard	☒	Send: ST
100	Employer Plan Code		50		Uniquely identifies the plan in which the employee is enrolled.	☐	
101	Benefit Waiting Period	Number	50		Waiting period in which employee is enrolled	☐	
102	Benefit Percent	Number	20		Percent of benefit for which the employee is enrolled	☐	
103	Selected Amount	9999999.99	10		Benefit amount for which the employee is enrolled	☐	
104	AM Class	Number	10		Provided by The Standard; used by the Absence Management System	☐	
105	Class Name		50			☐	
106	Effective Date	YYYYMMDD	8		The date the coverage begins. Populate immediately prior to, or on, the effective date.	☒	
107	Termination Date	YYYYMMDD	8		The last day this coverage is in effect; the coverage terminates at the end of this day. *If coverage was never in force and coverage Effective Date was previously sent, Termination Date needs to be the same as the Effective Date*	☒	

STD 2 Coverage

Field	Attribute	Format and Data Rule(s)	Max Length	Domain Values	Definition of Value	Include in File	Customer Specific Comments
108	Policy	Number	6		Provided by The Standard	☐	Send:
109	Plan		2		Provided by The Standard	☐	Send:
110	Product		4		Provided by The Standard	☐	Send:
111	Employer Plan Code		50		Uniquely identifies the plan in which the employee is enrolled.	☐	
112	Benefit Waiting Period	Number	50		Waiting period in which employee is enrolled	☐	
113	Benefit Percent	Number	20		Percent of benefit in which the employee is enrolled	☐	
114	Selected Amount	9999999.99	10		Benefit amount for which the employee is enrolled	☐	
115	AM Class	Number	10		Provided by The Standard; used by the Absence Management System	☐	
116	Class Name		50			☐	
117	Effective Date	YYYYMMDD	8		The date the coverage begins. Populate immediately prior to, or on, the effective date.	☐	
118	Termination Date	YYYYMMDD	8		The last day this coverage is in effect; the coverage terminates at the end of this day. *If coverage was never in force and coverage Effective Date was previously sent, Termination Date needs to be the same as the Effective Date*	☐	

LTD 1 Coverage

Field	Attribute	Format and Data Rule(s)	Max Length	Domain Values	Definition of Value	Include in File	Customer Specific Comments
119	Policy	Number	6		Provided by The Standard	☒	Send: 759703
120	Plan		2		Provided by The Standard	☒	Send: B
121	Product		4		Provided by The Standard	☒	Send: LT
122	Employer Plan Code		50		Uniquely identifies the plan in which the employee is enrolled.	☐	
123	Benefit Waiting Period	Number	50		Waiting period in which employee is enrolled	☐	
124	Benefit Percent	Number	20		Percent of benefit for which the employee is enrolled	☐	
125	Selected Amount	9999999.99	10		Benefit amount for which the employee is enrolled	☐	
126	Class Name		50			☐	
127	Effective Date	YYYYMMDD	8		The date the coverage begins. Populate immediately prior to, or on, the effective date.	☒	
128	Termination Date	YYYYMMDD	8		The last day this coverage is in effect; the coverage terminates at the end of this day. *If coverage was never in force and coverage Effective Date was previously sent, Termination Date needs to be the same as the Effective Date*	☒	

LTD 2 Coverage

Field	Attribute	Format and Data Rule(s)	Max Length	Domain Values	Definition of Value	Include in File	Customer Specific Comments
129	Policy	Number	6		Provided by The Standard	☐	Send:
130	Plan		2		Provided by The Standard	☐	Send:
131	Product		4		Provided by The Standard	☐	Send:
132	Employer Plan Code		50		Uniquely identifies the plan in which the employee is enrolled.	☐	
133	Benefit Waiting Period	Number	50		Waiting period in which employee is enrolled	☐	
134	Benefit Percent	Number	20		Percent of benefit for which the employee is enrolled	☐	
135	Selected Amount	9999999.99	10		Benefit amount for which the employee is enrolled	☐	
136	Class Name		50			☐	
137	Effective Date	YYYYMMDD	8		The date the coverage begins. Populate immediately prior to, or on, the effective date.	☐	
138	Termination Date	YYYYMMDD	8		The last day this coverage is in effect; the coverage terminates at the end of this day. *If coverage was never in force and coverage Effective Date was previously sent, Termination Date needs to be the same as the Effective Date*	☐	

Other Disability 1

Field	Attribute	Format and Data Rule(s)	Max Length	Domain Values	Definition of Value	Include in File	Customer Specific Comments
139	[Other Disability] Policy	Number	6		Provided by The Standard	☐	Send:
140	[Other Disability] Plan		2		Provided by The Standard	☐	Send:
141	[Other Disability] Product		4		Provided by The Standard	☐	Send:
142	[Other Disability] Employer Plan Code		50		Uniquely identifies the plan in which the employee is enrolled.	☐	
143	[Other Disability] Benefit Waiting Period	Number	50		Waiting period in which employee is enrolled	☐	
144	[Other Disability] Benefit Percent	Number	20		Percent of benefit for which the employee is enrolled	☐	
145	[Other Disability] Selected Amount	9999999.99	10		Benefit amount for which the employee is enrolled	☐	
146	[Other Disability] AM Class	Number	10		Provided by The Standard; used by the Absence Management System	☐	
147	[Other Disability] Class Name		50			☐	
148	[Other Disability] Effective Date	YYYYMMDD	8		The date the coverage begins. Populate immediately prior to, or on, the effective date.	☐	
149	[Other Disability] Termination Date	YYYYMMDD	8		The last day this coverage is in effect; the coverage terminates at the end of this day. *If coverage was never in force and coverage Effective Date was previously sent, Termination Date needs to be the same as the Effective Date*	☐	

State Disability Coverage

Information in this section is used to apply logic to create coverage records for New Jersey TDB and/or New York DBL products. The logic is based on the Work State and the Current Hire Date provided in the Employment Information section.

In order for this logic to function, information must be provided as noted for *all* employees on the file.

Field	Attribute	Format and Data Rule(s)	Max Length	Domain Values	Definition of Value	Include in File	Customer Specific Comments
150	NJ TDB Policy	Number	6		Provided by The Standard	☐	
151	NJ TDB Plan		2		Provided by The Standard	☐	
152	NJ TDB Employer Plan Code		50			☐	
153	NJ TDB Policy Begin Date	YYYYMMDD	8		Provided by The Standard	☐	
154	NY DBL Policy	Number	6		Provided by The Standard	☐	
155	NY DBL Plan		2		Provided by The Standard	☐	
156	NY DBL Employer Plan Code		50			☐	
157	NY DBL Policy Begin Date	YYYYMMDD	8		Provided by The Standard	☐	

Services to be Supported by the Data Feed

Service Description	Key Data Elements	Supported
Leave and Disability Claim Administration		
Telephonic Intake Employees call in to submit a Disability claim and/or leave with minimal employer outreach	• Employee demographic information (name, address, etc.) • Current Hire and termination date(s) • HR contact email • Basic coverage information • Adjusted Hire Date (Absence customers only) • Hours worked in the last 12 months (Absence customers only)	Claim Intake ☒ Absence ☒

Eligibility
Determine employee eligibility for benefits
	• Basic employment information based on plan design and may include:
	   o Job title
	   o Employment status
	   o Scheduled hours
		☒

Payment
Claim decisioning and/or claim payment with minimal employer outreach
	• Earnings information aligning to the earnings definition
	• Coverage details based on plan options and may include:
	   o Benefit percent or amount
	   o Benefit waiting period
	NOTE: We may require validation of earnings before using the feed exclusively for claim payment purposes. This validation is handled separate from the feed implementation.
		☒