CommuteEase

Interface Requirements Specification

# Bader-Rutter

# Contact Information

## Customer Contact

|  |  |  |
| --- | --- | --- |
| **Name** | **Tel** | **Email** |
| Elena Davis | 262-938-5435 | edavis@bader-rutter.com |

## Integration Contact

|  |  |  |
| --- | --- | --- |
| **Name** | **Tel** | **Email** |
| Cheryl Petitti | 720-217-6598 | cpetitti@tekpartners.com |

# Customer Confirmation

CommuteEase

1. Vendor Name:  
   Employee Benefits Corporation
2. Confirm Group or Plan Number:

B24088

1. Will you have employees that are active in multiple component companies?

No  Yes

1. Are there any Employee Types, Pay Groups, Org Levels, etc. that need to be excluded?

No  Yes

Include employees with ORG Level 1 Values of FTH, FTSE, FTSNE

1. What Type of CommuteEase File would you like Ultimate Software to create?

|  |  |  |
| --- | --- | --- |
| Type | Employees to Include | Notes |
| **Eligibility File** | Other (Describe in Notes) | This file will include EEs with Org Level 1 values of FTH, FTSE, FTSNE. The file should send terminations one time then drop from the file |
| *This file typically will include All Employees Hired and Eligible for the plan whether they contribute or not.* | | |

1. Post Live Only: Interface Decommissioning (are there current/other interfaces that this interface is replacing?)

No Yes, *Customer must open a Support Ticket to request that current interface is turned off.*

# Vendor Confirmation

1. **Please confirm the following information regarding the specifications provided is accurate:**

|  |  |  |
| --- | --- | --- |
| **Type** | **Specification Name** | **Project Number** |
| Eligibility  Pipe Delimited | EBC\_FileSpecs\_Transportation\_Eligibility\_B24088\_20200117 | BR - TekP-2020-01-20-002 - CommuteEase\_EBC\_Flex |

# Notes to Developer

See mapping notes in the last column of the vendor specification (EBC\_FileSpecs\_FSA\_Eligibility\_B24088\_20191108 (1) with mapping notes)

**File Notes:**

**All the above fields are required in the file even if the Data is not required.**

Files are to be pipe-delimited ( **|**) ; with row delimiters of <CR><LF>, and no text qualifiers. Alternate delimiters/qualifiers can be discussed, as necessary.

Do not pad data (left or right) with anything

Files should contain a listing of current employee enrollment, including any Employees that are terming in the current file schedule (with correct EndDate) A Header and Trailer record are required, as illustrated below.

**Header Record Example:** PartnerID|GroupID|Division|EffDate|SSN|LastName|Suffix|FirstName|MI|DOB … etc. end record with <CR><LF>

**Data Record Example:** Ultimate|B24088||2014-10-01|999-99-9999|Smith|Jr.|John|C|1999-12-31|2014-07-12| ... etc. end record with <CR><LF>

**Trailer Record Example:** eligibility|100

Eligibility total = the number of records in the file minus the Header and Trailer rows.