COBRA Newly Eligible and/or Qualified Beneficiaries

Interface Requirements Specification

# Hoffmaster Group

# Contact Information

## Customer Contact

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| --- | --- | --- |
| **Name** | **Tel** | **Email** |
| **Stephanie Ziebell** | **920 235 9356 ext. 2038** | **stephanie.ziebell@hoffmaster.com** |

## Integration Contact

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

# Customer Confirmation

General

1. **Vendor Name:**TASC
2. **Confirm Group or Plan Number:**

4319-5964-5807

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

No

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

☒ No ☐ Yes

If Yes, please list field and values to exclude or include *(whichever is a shorter list)*:

Make sure the file excludes test employees after production

1. **Which Employees would you like to include on this export?** Employees Active on Applicable Deduction Code
2. **When did you start coverage with this provider:**01/01/2020
3. **Confirm the applicable UltiPro Deduction Codes for each that apply:**

**UltiPro Deduction Code**

FSALD, FSA, DEN, DENOC, DENOK, MOKH, MRHSA, MRPPO, MOKP, VIS, MHH, MOCH, MCCH, MCVH, MHP, MCCP, MCVP

# Vendor Confirmation

Newly Eligible/General Notices

1. Which newly eligible member option should we send on the file?

All new enrollees & re-enrollees with no active plan since their Date of Last Hire (eecDateOfLastHire). Re-enrollments into the same DedCode are considered under this option. For example, the employee may have been enrolled in **MED1** during his/her original employment and then was rehired at a later date and re-enrolled in **MED1**. NewEnrolleeType = ‘4’ will consider this re-enrollment scenario as valid in the New Enrollee Module.

# Mapping/Notes to Developer

The Notes below apply to both the General Notice and Qualifying Event Files

The Required File Format = Comma-separated values (CSV) and are Changes Only Files

File Specs and sample files are in the TASC COBRA File Specs v1.9 with mapping notes in the Clients Folder.

Please note there are multiple Tabs in the Workbook.

The TABS in RED are for the QE File

The TABS in Purple are for the IN File



Account Structure with Deduction Code Mapping - 4319-5964-5807\_COBRA\_PlanStructure\_2020-07-16 is in the Clients Folder

|  |  |
| --- | --- |
| ***SPECIAL NOTES:*** | |
| Plan Structure Report | \*In addition to this file spec, coding should be completed specific to the clients unique plan structure using the plan structure report provided by TASC |
| New Events Only | GIN and QE files should contain new events only. Please do not send full files or duplicate records in the files. Changes to existing records (i.e. address changes) should be handled manually instead of via the files. |
| Column Header Row | Required |
| Special Characters | Do not include |
| Currency Format | Numbers with decimals implied Example: $15.00 = 1500 |
| Date Format | MMDDCCYY |
| Smoker Indicators Client Defined Yes/No Questions Client Defined Ranges | Not Required |
| Use of Comma | If a comma is present in the field value and must be included, apply quotations around the data. |