# ISA - Interchange Control Header - Loop None

The ISA is a fixed record length segment (105 bytes) and all positions within each of the data elements must be filled. The first element separator defines the element separator to be used through the entire interchange. The segment terminator used after the ISA defines the segment terminator to be used throughout the entire interchange. Spaces in the example are represented by “.” for clarity.

User Option (usage): Required

Repeats: 1

Example: ISA\*00\*..........\*00\*..........\*30\*SUBMITTERSID...\*30\*42-0127290.....\*100125\*1253\*^\*00501\*000000905\*1\*P\*:~ **Element Summary:**

|  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- |
| **Ref** | **ID** | **Element Name** | **Type** | **Min/Max** | **Usage** | **Comments/Description** | **TekPartners data mapping** |
| ISA01 | I01 | Authorization Information Qualifier  00 = No authorization information present in I02.  PFG Recommended | ID | 2/2 | Required | Code to identify the types of information in the Authorization Information. | 00 |
| ISA02 | I02 | Authorization Information  PFG Recommends to  fill with 10 blank spaces. | AN | 10/10 | Required | Information used for additional identification or authorization of the interchange sender or the data in the interchange; the type of information is set by the Authorization Information Qualifier. | Spaces |
| ISA03 | I03 | Security Information Qualifier  00 = No security information present in I04.  PFG Recommended | ID | 2/2 | Required | Code to identify the type of information in the Security Information | 00 |
| ISA04 | I04 | Security Information  PFG Recommends to  fill with 10 blank spaces | AN | 10/10 | Required | This is used for identifying the security information about the interchange sender or the data in the interchange; the type of information is set by the Security Information Qualifier. | spaces |
| ISA05 | I05 | Interchange ID Qualifier  30 = U.S. Federal Tax  Identification Number  PFG Recommended | ID | 2/2 | Required | Qualifier to designate the system/method of code structure used to designate the sender or receiver ID element being qualified. | 30 |
| ISA06 | I06 | Interchange Sender ID  PFG requires the Tax ID of the sender in this field. | ID | 15/15 | Required | Identification code published by the sender for other parties to use as the receiver ID to route data to them; the sender always codes this value in the sender ID element. | 590815534 |
| ISA07 | I05 | Interchange ID Qualifier  30 = U.S. Federal Tax Identification Number  PFG Recommended | ID | 2/2 | Required | Qualifier to designate the system/method of code structure used to designate the sender or receiver ID element being qualified. | 30 |
| ISA08 | I07 | Interchange Receiver ID  PFG requires  42-0127290 | AN | 15/15 | Required | Identification code published by the receiver of the data; When sending, it is used by the sender as their sending ID, thus other parties sending to them will use this as a receiving ID to route data to them. | 42-0127290 |
| ISA09 | I08 | Interchange Date  <YYMMDD> | DT | 6/6 | Required | Date of the interchange |  |
| ISA10 | I09 | Interchange Time  <HHMM> | TM | 4/4 | Required | Time of the interchange |  |
| ISA11 | I10 | Interchange Control  Repetition Separator = ^ | ID | 1/1 | Required | Code to identify the agency responsible for the control standard used by the message that is enclosed by the interchange header and trailer. |  |
| ISA12 | I11 | Interchange Control  Version Number    00501 = Draft Standards for Trial Use Approved for Publication by ASC X12 Procedures Review  Board through October  1997 | ID | 5/5 | Required | This version number covers the interchange control segments. |  |
| ISA13 | I12 | Interchange Control Number  Must be identical to the associated Interchange Trailer IEA02. | N0 | 9/9 | Required | A control number assigned by the interchange sender |  |
| ISA14 | I13 | Acknowledgment  Requested   1. = No acknowledgment requested 2. = Interchange acknowledgment requested | ID | 1/1 | Required | Code sent by the sender to request an interchange acknowledgment (TA1).  Please note that PFG cannot produce TA1 acknowledgements at this time. | 0 |
| ISA15 | I14 | Usage Indicator  P = Production Data  T = Test Data | ID | 1/1 | Required | Code to indicate whether data enclosed by this interchange envelope is test or production data.    Please note that PFG does require test files to be sent with a "T" in this field even though true data should be sent on the test files. This field should be updated to a "P" when the file is approved for production. | P for Scheduled and OE sessions, T for all others |
| ISA16 | I15 | Component Element Separator  PFG Recommends a  colon (:) |  | 1/1 | Required | Type is not applicable; the component separator is a delimiter and not a data element; this field provides the delimiter used to separate component data elements within a composite data structure; this value must be different than the data element separator and the segment terminator. | : |

# GS – Functional Group Header – Loop None

This segment should be used to indicate the beginning of a functional group and to provide control information.

User Option (usage): Required

Repeats: 1

Example: GS\*BE\*SENDER CODE\*42-0127290\*20100125\*1253\*1\*X\*005010X220A1~

**Element Summary:**

|  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- |
| **Ref** | **ID** | **Element Name** | **Type** | **Min/Max** | **Usage** | **Comments/Description** |  |
| GS01 | 479 | Functional Identifier Code  BE = Benefit Enrollment and Maintenance (834) | ID | 2/2 | Required | Code identifying a group of application related transaction sets | BE |
| GS02 | 142 | Application Sender's Code  PFG requires the Tax ID of the sender in this field. | AN | 2/15 | Required | Code identifying party sending transmission; codes agreed to by trading partners. | 590815534 |
| GS03 | 124 | Application Receiver's  Code  PFG requires  42-0127290 | AN | 2/15 | Required | Code identifying party receiving transmission. Codes agreed to by trading partners. | 42-0127290 |
| GS04 | 373 | Date  <CCYYMMDD> | DT | 8/8 | Required | This is the functional group creation date. |  |
| GS05 | 337 | Time  <HHMM>  PFG Recommended | TM | 4/8 | Required | This is the functional group creation time. |  |
| GS06 | 28 | Group Control Number  Must be identical to the same data element in the associated functional group trailer, GE02 | N0 | 1/9 | Required | Assigned number originated and maintained by the sender. |  |
| GS07 | 455 | Responsible Agency  Code  X = Accredited  Standards Committee  X12 | ID | 1/2 | Required | Code used in conjunction with Data Element 480 to identify the issue of the standard. |  |
| GS08 | 480 | Version/Release/  Industry Identifier Code  005010X220A1 = Draft  Standards Approved for Publication by ASC X12  Procedures Review  Board through October 1997, as published in this implementation guide. | AN | 1/12 | Required | Code indicating the version, release, subrelease, and industry identifier of the EDI standard being used, including the GS and GE segments; if code in DE455 in GS segment is X, then in DE 480 positions 1-3 are the version number; positions 4-6 are the release and subrelease, level of the version; and positions 7-12 are the industry or trade association identifiers  (optionally assigned by user); if code in DE455 in GS segment is T, then other formats are allowed |  |

# ST – Transaction Set Header – Loop None

Purpose is to indicate the start of a transaction set and to assign a control number.

User Option (usage): Required

Repeats: 1

Example: ST\*834\*0001Z\*005010X220A1~ **Element Summary:**

|  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- |
| **Ref** | **ID** | **Element Name** | **Type** | **Min/Max** | **Usage** | **Comments/Description** |  |
| ST01 | 143 | Transaction Set Identifier Code  834 = Benefit Enrollment  and Maintenance Transaction Set Control | ID | 3/3 | Required | Code uniquely identifying a Transaction Set | 834 |
| ST02 | 329 | Number  Must be identical to the same data element in the associated functional group trailer, SE02 | AN | 4/9 | Required | Identifying control number that must be unique within the transaction set functional group assigned by the originator for a transaction set. |  |
| ST03 | 1705 | Implementation  Convention Reference  Version/Release  Must be identical to GS08  Value = 005010X220A1 | AN | 1/35 | Required | This field contains the same value as GS08. Providing this information from the GS08 at this level will ensure appropriate application mapping is utilized. | 005010X220A1 |

# BGN – Beginning Segment – Loop None

This segment should be used to indicate the beginning of a transaction set.

User Option (usage): Required

Repeats: 1

Example: BGN\*00\*11227\*20100125\*1253\*\*\*\*4~

**Element Summary:**

|  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- |
| **Ref** | **ID** | **Element Name** | **Type** | **Min/Max** | **Usage** | **Comments/Description** |  |
| BGN01 | 353 | Transaction Set Purpose Code  00 = Original - The first time the transaction is sent.  PFG Recommended  15 = Re-Submission - When the original was incorrect, has yet to be processed by PFG, and a new corrected trans mission is being sent.    22 = Information Copy - When the original was lost or not processed, and the sender is passing another trans mission that is identical to the original. | ID | 2/2 | Required | Code identifying purpose of transaction set.  Please contact your PFG electronic file analyst if a file needs to be re-submitted. | 00 |
| BGN02 | 127 | Reference Identification  Use the transaction set reference number assigned by the sender's application to uniquely identify this occurrence of the transaction for future reference. | AN | 1/50 | Required | Reference information as defined for a particular Transaction Set or as specified by the Reference Identification Qualifier. |  |
| BGN03 | 373 | Date  <CCYYMMDD> | DT | 8/8 | Required | Date the file was created by sender |  |
| BGN04 | 337 | Time  <HHMM>  PFG Recommended | TM | 4/8 | Required | Time of day the file was created by sender |  |
| BGN05 | 623 | Time Code  CT = Central Time  ET = Eastern Time  MT = Mountain Time  PT = Pacific Time | ID | 2/2 | Situational | Code identifying the time; used when sender and receiver are not in the same time zone. See ANSI Standards for additional Time Codes. | Leave blank |
| BGN06 | 127 | Reference Identification  If BGN01 equals 15 or 22 then BGN06 should be used to cross reference the previously sent transaction. | AN | 1/30 | Situational | Reference information as defined for a particular Transaction Set or as specified by the Reference Identification Qualifier.  \*\*Note that BGN06 is the transaction set reference number of a previously sent transaction affected by the current transaction  Please contact your PFG electronic file analyst if a file needs to be re-submitted. | Leave blank |
| BGN07 | 640 | Transaction Type Code | ID | 2/2 | NOT USED | Data should not be sent in this element | Leave blank |
| BGN08 | 306 | Action Code    4 = Verify (Full File - PFG recommended)  RX = Replace | ID | 1/2 | Required | Code indicating type of action.  Please note that PFG can only accept full files at this time. | 4 |
| BGN09 | 786 | Security Level Code | ID | 2/2 | NOT USED | Data should not be sent in this element |  |

# REF – Transaction Set Policy Number – Loop None

This segment can be used if a unique ID Number for a group applies to the entire transaction set. If you are sending multiple accounts on one file, do not send this segment - each person's record on the file will require an REF\*1L Segment to identify what

User Option (usage): Situational

Repeats: 1

Example: REF\*38\*1001234~ **Element Summary:**

|  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- |
| **Ref** | **ID** | **Element Name** | **Type** | **Min/Max** | **Usage** | **Comments/Description** |  |
| REF01 | 128 | Reference Identification  Qualifier  38 = Master Policy  Number | ID | 2/3 | Required | Code qualifying the Reference Identification | 38 |
| REF02 | 127 | Reference Identification  PFG will provide account specific value | N0 | 1/50 | Required | Reference information as defined for a particular Transaction Set or as specified by the Reference Identification Qualifier. | 1103198 |
| REF03 | 352 | Description | AN | 1/50 | NOT USED | Data should not be sent in this element | Leave blank |
| REF04 | C040 | REFERENCE  IDENTIFIER |  |  | NOT USED | Data should not be sent in this element | Leave blank |

# DTP – File Effective Date – Loop None

This segment can be used to specify any or all of a date, a time or a time period. PFG does not require this Segment and we do not actively use data sent in this Segment.

User Option (usage): Situational

Repeats: >1

Example: DTP\*007\*D8\*20100125~

**Element Summary:**

|  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- |
| **Ref** | **ID** | **Element Name** | **Type** | **Min/Max** | **Usage** | **Comments/Description** |  |
| DTP01 | 374 | Date/Time Qualifier  007 = Effective  PFG Recommended | ID | 3/3 | Required | Code specifying type of date or time, or both date and time | 007 |
| DTP02 | 1250 | Date Time Period  Format Qualifier  D8 = Date Expressed in  Format CCYYMMDD | ID | 2/3 | Required | Code indicating the date format, time format, or date and time format. DTP02 is the date or time or period format that will appear in DTP03. | D8 |
| DTP03 | 1251 | Date Time Period  <CCYYMMDD> | AN | 1/35 | Required | Date the file was created by sender | Today’s date |

# N1 – Sponsor Name – Loop 1000A

This segment can be used to identify a party by type of organization, name and code. A sponsor is the party that ultimately pays for the coverage, benefit or product.

User Option (usage): Required

Repeats: 1

Example: N1\*P5\*\*FI\*123356799~

**Element Summary:**

|  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- |
| **Ref** | **ID** | **Element Name** | **Type** | **Min/Max** | **Usage** | **Comments/Description** |  |
| N101 | 98 | Entity Identifier Code  P5 = Plan Sponsor | ID | 2/3 | Required | Code identifying an organizational entity, a physical location, property or an individual. | P5 |
| N102 | 93 | Plan Sponsor Name | AN | 1/60 | Situational | Free-form name. This element may be used at the sender's discretion. | PUBLIX EMPLOYEES FEDERAL CREDIT UNION |
| N103 | 66 | Identification Code  Qualifier  94- Code assigned by the organization that is the ultimate destination of the transaction set.  24- Employer's identification number FI = Federal Taxpayer's  Identification Number  PFG Recommended | ID | 1/2 | Required | Code designating the system/method of code structure used for Identification Code (67). | FI |
| N104 | 67 | Identification Code  PFG requires the Tax ID of the Policy Holder in this field. | AN | 2/80 | Required | Code identifying a party or other code. | 590815534 |

# N1 – Payer – Loop 1000B

This segment can be used to identify a party by type of organization, name and code. A payer is the party that pays claims and/or administers the insurance coverage, benefit, or product.

User Option (usage): Required

Repeats: 1

Example: N1\*IN\*\*FI\*42-0127290~

**Element Summary:**

|  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- |
| **Ref** | **ID** | **Element Name** | **Type** | **Min/Max** | **Usage** | **Comments/Description** |  |
| N101 | 98 | Entity Identifier Code  IN = Insurer | ID | 2/3 | Required | Code identifying an organizational entity, a physical location, property or an individual. | IN |
| N102 | 93 | Insurer Name  PFG Recommends  "Principal Financial  Group" | AN | 1/60 | Situational | Free-form name. This element may be used at the sender's discretion. | Principal Financial  Group |
| N103 | 66 | Identification Code  Qualifier  FI = Federal Taxpayer's  Identification Number  PFG Recommended | ID | 1/2 | Required | Code designating the system/method of code structure used for Identification Code (67). | FI |
| N104 | 67 | Identification Code  PFG requires  42-0127290 | AN | 2/80 | Required | Code identifying a party or other code. | 42-0127290 |

# INS – Member Level Detail – Loop 2000

This segment is used to provide information on insured entities and to determine if information being submitted is subscriber information or dependent information. A subscriber is a person who elects the benefits and is affiliated with the employer or the insurer. A Dependent is a person who is affiliated with the subscriber, such as a spouse, child, etc., and is therefore entitled to

User Option (usage): Required

Segment Repeats Per Insured: 1 Example: INS\*Y\*18\*021\*28\*A\*\*\*FT~

**Element Summary:**

|  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- |
| **Ref** | **ID** | **Element Name** | **Type** | **Min/Max** | **Usage** | **Comments/Description** |  |
| INS01 | 1073 | Yes/No Condition or  Response Code  (Subscriber Indicator)  Y = Yes - Indicates the insured is a Subscriber  N = No - Indicates the insured is a Dependent | ID | 1/1 | Required | Code indicating a Yes or No condition or response. | If EE send Y, else send N |
| INS02 | 1069 | Individual Relationship  Code  01 = Spouse  10 = Foster Child   1. = Subscriber 2. = Child   53 = Life Partner/  Domestic  Partner/Reciprocal Beneficiary  76 = Dependent (Non  Traditional: Dep of Domestic Partner)  B5 - Common Law  Spouse  G8= Civil Union Partner  G9= Registered Domestic  Partner | ID | 2/2 | Required | Code indicating the relationship between two individuals or entities.    PFG defines Child (19) to include: Natural Child,  Full Time Student, Stepchild, Stepchild Full Time Student, Adopted Child  PFG defines Foster Child (10) to include: Foster Child, Grandchild | If EE, send 18  If ConRelationship = SPS, send 01  If ConRelationship = DPC, send 53  If ConRelationship = STD, CHL or DPC, send 19 |
| INS03 | 875 | Maintenance Type Code  030 = Audit or Compare  PFG Recommended | ID | 3/3 | Required | Code identifying the specific type of item maintenance.    Use "030" when sending a full roster to verify that the sponsor and payer databases are synchronized. | 030 |
| INS04 | 1203 | Maintenance Reason  Code   1. = Divorce 2. = Birth 3. = Death 4. = Retirement 5. = Adoption 6. = Strike 7. = Termination of   Employment   1. = COBRA   16 = Quit  21 = Disability  26 = Declined Coverage  28 = Initial Enrollment  32 = Marriage  38 = Leave of Absence  without Benefits   1. = Lay Off without   Benefits   1. = Re-enrollment   AI = No Reason Given  XN = Notification Only  XT = Transfer | ID | 2/3 | Situational | Code identifying the reason for the maintenance change. PFG requests this data in certain circumstances. Please see instructions.  PFG defines Transfer (XT) to include: When an employee is part of an acquisition or merger. | XN |
| INS05 | 1216 | Benefit Status Code    A = Active    C = COBRA | ID | 1/1 | Situational | The type of coverage under which benefits are paid.  PFG does not use data sent in this field. | A |
| INS06 | 1218 | Medicare Plan Code    PFG does not require this element. It can be sent in as blank. | ID | 1/1 | Situational | Code identifying the Medicare Plan. | Leave blank |
| INS07 | 1219 | COBRA Qualifying Event Code   1. = Termination of   Employment   1. = Reduction of work hours 4 = Death   5 = Divorce  7 = Ineligible Child  8=Bankrupty of a retired  Employee  9 = Layoff 10 = Leave  ZZ = Mutually Defined reason | ID | 1/2 | Situational | A Qualifying Event is any of the following which results in loss of coverage for a Qualified  Beneficiary. This element is required if a member is being enrolled in or is enrolled for a benefit covered by COBRA. | Leave blank |
| INS08 | 584 | Employment Status  Code  AC = Active Member AO = Active Military  Overseas  AU = Active Military  USA  FT = Full-time  L1 = Leave of Absence  PT = Part-time RT = Retired  TE = Terminated | ID | 2/2 | Situational | Code showing the general employment status of an employee/claimant. | FT |
| INS09 | 1220 | Student Status Code  PFG does not require this element. It can be sent in as blank. | ID | 1/1 | Situational | Code indicating the student status of the patient if 19 years of age or older, not handicapped and not the insured. Only use the Student Status Code when describing a non-spouse dependent whose age requires a qualifying condition for enrollment (e.g., being an active student). See the Plan contract for details of the age requirements for student status usage. | Leave blank |
| INS10 | 1073 | Yes/No Condition or  Response Code  (Disability Indicator)  Y = Yes - Indicates the individual is disabled  N = No - Indicates the individual is not disabled | ID | 1/1 | Situational | Code indicating a Yes or No condition or response. This element is required if the member is disabled. | If eepIsDisabled or ConIsDisabled = Y, send Y, else send N |
| INS11 | 1250 | Date Time Period  Format Qualifier    D8 = Date Expressed in  Format CCYYMMDD | ID | 2/3 | Situational | Code indicating the date format, time format, or date and time format. | If ConDeathDate or EepDateDeceased is not blank, send D8, else end line at INS10 |
| INS12 | 1251 | Insured Individual Death Date  PFG does not require this element. It can be sent in as blank. | AN | 1/35 | Situational | Expression of a date, a time, or range of dates, times or dates and times. Use this date for the date of the date of death of the subscriber/ dependent. This does not replace the use of the termination date within the 2300 loop. | If ConDeathDate or EepDateDeceased is not blank, send ConDeathDate or EepDateDeceased, else end line at INS10 |

# REF – Subscriber Number – Loop 2000

This segment must contain a unique subscriber identification number (SSN or other). This occurrence is identified by the 0F qualifier (REF01). This identifier is used to link the dependent(s) to the subscriber. Subscriber & their associated dependent(s) should have the same value in REF02.

User Option (usage): Required

Segment Repeats Per Insured: 1 Example: REF\*0F\*920399398~ **Element Summary:**

|  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- |
| **Ref** | **ID** | **Element Name** | **Type** | **Min/Max** | **Usage** | **Comments/Description** |  |
| REF01 | 128 | Reference Identification Qualifier  0F = Subscriber Number | ID | 2/3 | Required | Code qualifying the Reference Identification. | 0F |
| REF02 | 127 | Subscriber Identifier | AN | 1/50 | Required | Reference information as defined for a particular Transaction Set or as specified by the Reference Identification Qualifier.  PFG can accept either the Subscriber's SSN or a unique identifier assigned to the Subscriber in this element. | eepssn |

# REF – Member Policy Number – Loop 2000

This segment should be used if the policy or group number applies to all coverage data that apply for this member. This occurrence is identified by the 1L qualifier (REF01).

User Option (usage): Situational

Segment Repeats Per Insured: 1 Example: REF\*1L\*1001234~

**Element Summary:**

|  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- |
| **Ref** | **ID** | **Element Name** | **Type** | **Min/Max** | **Usage** | **Comments/Description** |  |
| REF01 | 128 | Reference Identification  Qualifier  1L = Group/Policy  Number | ID | 2/3 | Required | Code qualifying the Reference Identification. | 1L |
| REF02 | 127 | Insured Group or Policy Number | N0 | 7/7 | Required | Reference information as defined for a particular Transaction Set or as specified by the Reference Identification Qualifier.  PFG will provide the value to be sent in this element. | 1103198 |

# REF – Member Identification Number – Loop 2000

This segment should be used to pass further identifying information on the member. See REF01 for data elements that can be

User Option (usage): Situational

Segment Repeats Per Insured: 5 Example: REF\*DX\*01~ **Element Summary:**

|  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- |
| **Ref** | **ID** | **Element Name** | **Type** | **Min/Max** | **Usage** | **Comments/Description** |  |
| REF01 | 128 | Reference Identification Qualifier  17 = Client Reporting Category  23 = Client Number  3H = Case Number  DX = Department/ Agency Number  ZZ = Mutually Defined  PFG defines as  Subscriber Class | ID | 2/3 | Required | Code qualifying the Reference Identification.    PFG will provide which qualifiers are required and their corresponding Subscriber Supplemental  Identifier. |  |
| REF02 | 127 | Subscriber  Supplemental Identifier | AN | 1/50 | Required | Reference information as defined for a particular Transaction Set or as specified by the Reference Identification Qualifier.  PFG will provide the value to be sent in this element. |  |
| REF03 | 352 | Description | AN | 1/80 | NOT USED | Data should not be sent in this element |  |
| REF04 | C040 | Reference Identifier |  |  | NOT USED | Data should not be sent in this element |  |

# DTP – Member Level Dates – Loop 2000

This segment should contain applicable dates for members. Only those dates that apply to the particular insurance contract need to be sent. Please see instructions for additional guidelines regarding PFG requirements for this Segment.

User Option (usage): Situational

Segment Repeats Per Insured: 20 Example: DTP\*356\*D8\*20100125~

**Element Summary:**

|  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- |
| **Ref** | **ID** | **Element Name** | **Type** | **Min/Max** | **Usage** | **Comments/Description** |  |
| DTP01 | 374 | Date/Time Qualifier  286 = Retirement  300 = Enrollment  Signature Date  303 = Maintenance  Effective   1. = Employment   Begin   1. = Employment End 2. = COBRA Begin 3. = COBRA End   356 = Eligibility Begin | ID | 3/3 | Required | Code specifying type of date or time, or both  date and time.  DTP\*300 - Enrollment signature date is requested to be provided as the date the member requested the coverage election. DTP\*303 - Maintenance Effective date is requested to be provided for all members with salary based benefits. DTP\*356 - Eligibility Begin date is requested only when a member's effective date should be calculated by a date OTHER than the date of hire (qualifying event  dates, PT to FT effective date, etc) - DO NOT  SEND FOR NEW HIRES | 337 = EecDateLastWorked |
| DTP02 | 1250 | Date Time Period  Format Qualifier  D8 = Date Expressed in  Format CCYYMMDD | ID | 2/3 | Required | Code indicating the date format, time format, or date and time format. DTP02 is the date or time or period format that will appear in DTP03. | D8 |
| DTP03 | 1251 | Status Information Effective Date  <CCYYMMDD> | AN | 1/35 | Required | Expression of a date, a time, or range of dates, times or dates and times.  Note that Qualifier"303" should be used when the subscriber has a new salary (send effective date of salary). PFG will review the date in conjunction with any change sent in the subscriber's record. | 337 = EecDateLastWorked |

## NM1 – Member Name – Loop 2100A

This segment should be used to supply the full name of an individual.

User Option (usage): Required

Segment Repeats Per Insured: 1

Example: NM1\*IL\*1\*SMITH\*JOHN\*M\*\*SR\*34\*123456789~

**Element Summary:**

|  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- |
| **Ref** | **ID** | **Element Name** | **Type** | **Min/Max** | **Usage** | **Comments/Description** |  |
| NM101 | 98 | Entity Identifier Code    IL = Insured/Subscriber | ID | 2/3 | Required | Code identifying an organizational entity, a physical location, property or an individual. | IL |
| NM102 | 1065 | Entity Type Qualifier  1 = Person | ID | 1/1 | Required | Code qualifying the type of entity. | 1 |
| NM103 | 1035 | Subscriber Last Name | AN | 1/60 | Required | Individual last name | EepNameLast or ConNameLast |
| NM104 | 1036 | Subscriber First Name | AN | 1/35 | Required | Individual first name | EepNameFirst or ConNameFirst |
| NM105 | 1037 | Subscriber Middle Name | AN | 1/25 | Situational | Individual middle name or initial | EepNameMiddle or ConNameMiddle |
| NM106 | 1038 | Subscriber Name Prefix | AN | 1/10 | Situational | Prefix to individual name | Leave blank |
| NM107 | 1038 | Subscriber Name Suffix | AN | 1/10 | Situational | Suffix to individual name | EepNameSuffix or ConNameSuffix |
| NM108 | 66 | Identification Code  Qualifier  34 = SSN  ZZ = Mutually Defined PFG defines as unique  identifier | ID | 1/2 | Situational | Code designating the system/method of code structure used for Identification Code (67).  PFG requires this element for the Subscriber record, the element is optional for dependent records.    Please send "ZZ" if the insured's unique identifier is sent in NM109. "ZZ" is not a valid option for dependents. | 34 |
| NM109 | 67 | Subscriber Identifier | AN | 2/80 | Situational | Code identifying a party or other code.  PFG can accept either the Subscriber SSN or a unique identifier assigned to the Subscriber in this element. Dependent records should contain their true SSN (if available). | eepSSN or ConSSN |

## ~~PER – Member Communications Numbers – Loop 2100A~~

~~This segment is used when contact information is provided to the sponsor about the member.~~

~~User Option (usage): Situational~~

~~Segment Repeats Per Insured: 1~~

~~Example: PER\*IP\*\*HP\*8015554328~ OR PER\*IP\*\*EM\*name@email.com~~

**~~Element Summary:~~**

|  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- |
| **~~Ref~~** | **~~ID~~** | **~~Element Name~~** | **~~Type~~** | **~~Min/Max~~** | **~~Usage~~** | **~~Comments/Description~~** |
| ~~PER01~~ | ~~366~~ | ~~Contact Function Code~~  ~~IP = Insured Party~~ | ~~ID~~ | ~~2/2~~ | ~~Required~~ | ~~Code identifying the major duty or responsibility of the person or group named.~~ |
| ~~PER02~~ | ~~93~~ | ~~Name~~ | ~~AN~~ | ~~1/60~~ | ~~NOT USED~~ | ~~Data should not be sent in this element~~ |
| ~~PER03~~ | ~~365~~ | ~~Communication~~  ~~Number Qualifier~~  ~~HP = Home Phone Number~~  ~~EM = Electronic Mail~~ | ~~ID~~ | ~~2/2~~ | ~~Required~~ | ~~Code identifying the type of communication number.~~  ~~PFG only stores the subscriber's Home Phone & email address.~~ |
| ~~PER04~~ | ~~364~~ | ~~Communication Number~~ | ~~AN~~ | ~~1/256~~ | ~~Required~~ | ~~Complete communications number including country or area code when applicable.~~ |
| ~~PER05~~ | ~~365~~ | ~~Communication~~  ~~Number Qualifier~~  ~~HP = Home Phone Number~~  ~~EM = Electronic Mail~~ | ~~ID~~ | ~~2/2~~ | ~~Required~~ | ~~Code identifying the type of communication number.~~  ~~PFG only stores the subscriber's Home Phone & email address.~~ |
| ~~PER06~~ | ~~364~~ | ~~Communication Number~~ | ~~AN~~ | ~~1/256~~ | ~~Required~~ | ~~Complete communications number including country or area code when applicable.~~ |
| ~~PER07~~ | ~~365~~ | ~~Communication~~  ~~Number Qualifier~~  ~~PFG Recommends~~  ~~Blank~~ | ~~ID~~ | ~~2/2~~ | ~~Required~~ | ~~Code identifying the type of communication number~~ |
| ~~PER08~~ | ~~364~~ | ~~Communication Number~~  ~~PFG Recommends~~  ~~Blank~~ | ~~AN~~ | ~~1/256~~ | ~~Required~~ | ~~Complete communications number including country or area code when applicable.~~ |
| ~~PER09~~ | ~~443~~ | ~~Contact Inquiry Reference~~ | ~~AN~~ | ~~1/20~~ | ~~NOT USED~~ | ~~Data should not be sent in this element~~ |

## N3 – Member Residence Street Address – Loop 2100A

This segment is used to specify the location of the named party

User Option (usage): Situational

Segment Repeats Per Insured: 1 Example: N3\*50 ORCHARD STREET~ **Element Summary:**

|  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- |
| **Ref** | **ID** | **Element Name** | **Type** | **Min/Max** | **Usage** | **Comments/Description** |
| N301 | 166 | Subscriber Address Line | AN | 1/50 | Required | EepAddressLine1 |
| N302 | 166 | Subscriber Address Line 2 | AN | 1/50 | Situational | EepAddressLine2 |

## N4 – Member Residence City, State, Zip Code – Loop 2100A

This segment is used to specify the geographic place of the named party

User Option (usage): Situational

Segment Repeats Per Insured: 1 Example: N4\*ROCK HILL\*FL\*33131~

|  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- |
| **Ref** | **ID** | **Element Name** | **Type** | **Min/Max** | **Usage** | **Comments/Description** |
| N401 | 19 | Subscriber City Name | AN | 2/30 | Required | EepAddressCity |
| N402 | 156 | Subscriber State or Province Code | ID | 2/2 | Required | EepAddressState |
| N403 | 116 | Subscriber Postal Zone or Zip Code | ID | 5/15 | Required | EepAddressZipCode |

**Element Summary:**

## DMG – Member Demographics – Loop 2100A

This segment is used to supply demographic information

User Option (usage): Situational

Segment Repeats Per Insured: 1 Example: DMG\*D8\*19450915\*F~

**Element Summary:**

|  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- |
| **Ref** | **ID** | **Element Name** | **Type** | **Min/Max** | **Usage** | **Comments/Description** |  |
| DMG01 | 1250 | Date Time Period  Format Qualifier    D8 = Date Expressed in  Format CCYYMMDD | ID | 2/3 | Required | Code indicating the date format, time format, or date and time format. | D8 |
| DMG02 | 1251 | Member Date of Birth  <CCYYMMDD> | DT | 1/35 | Required | Expression of a date, a time, or range of dates, times or dates and times. | EepDateOfBirth |
| DMG03 | 1068 | Gender Code  F = Female  M = Male | ID | 1/1 | Required | Code indicating the sex of the individual | EepGender |

## ICM – Member Income – Loop 2100A

This segment is used to supply information to determine benefit eligibility, deductibles, and retirement and investment contributions

User Option (usage): Situational

Segment Repeats Per Insured: 1 Example: ICM\*1\*425.25\*40~

**Element Summary:**

|  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- |
| **Ref** | **ID** | **Element Name** | **Type** | **Min/Max** | **Usage** | **Comments/Description** |  |
| ICM01 | 594 | Frequency Code   1. = Weekly 2. = Biweekly   4 = Monthly  7 = Annual  H = Hourly | ID | 1/1 | Situational | Code indicating frequency or type of payment.  ICM01 is the frequency that describes the salary amount being sent in ICM02. | 7 |
| ICM02 | 782 | Salary Amount | R | 1/18 | Situational | Monetary amount.  The decimal point always appears in the character stream if the decimal point is at any place other than the right end. If the value is an integer (decimal point at the right end) the decimal point should be omitted. | EecAnnSalary |
| ICM03 | 380 | Work Hours Count | R | 1/15 | Situational | Numeric value of quantity.  ICM03 is the weekly hours an employee is expected to work. | Leave blank |
| ICM04 | 310 | Location Identification Code  PFG will provide value to be sent in this element | AN | 1/30 | Situational | Code which identifies a specific location.  ICM04 is the employer location qualifier such as a department number. | Leave blank |
| ICM05 | 1214 | Salary Grade Code  PFG Recommends  Blank | AN | 1/5 | Situational | The salary grade code assigned by the employer | Leave blank |

## HLH – Member Health Information – Loop 2100A

This segment is used to provide health information

User Option (usage): Situational

Segment Repeats Per Insured: 1 Example: HLH\*T~

**Element Summary:**

|  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- |
| **Ref** | **ID** | **Element Name** | **Type** | **Min/Max** | **Usage** | **Comments/Description** |  |
| HLH01 | 1212 | Health Related Code  N = None  T = Tobacco Use | ID | 1/1 | Situational | Code indicating a specific health situation. | If EepIsSmoker or ConIsSmoker = Y, send T, else send N |

## HD – Health Coverage – Loop 2300

This segment should be used to provide information on health coverage.

User Option (usage): Situational

Segment Repeats Per Insured: 15 Example: HD\*030\*\*DEN\*001~

**Element Summary:**

|  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- |
| **Ref** | **ID** | **Element Name** | **Type** | **Min/Max** | **Usage** | **Comments/Description** |  |
| HD01 | 875 | Maintenance Type Code  030 = Audit or Compare  PFG Recommended | ID | 3/3 | Required | Code identifying the specific type of item maintenance | 030 |
| HD02 | 1203 | Maintenance Reason Code | ID | 2/3 | NOT USED | Data should not be sent in this element | Leave blank |
| HD03 | 1205 | Insurance Line Code  DEN = Dental  VIS = Vision  LTD = Long-Term  Disability  STD = Short-Term Disability  BLF = Basic Life  ADD = Basic Life AD&D  EVL = Employee Voluntary Term Life  EVA = Employee  Voluntary AD&D  SVL = Spouse Voluntary Term Life    SVA = Spouse  Voluntary AD&D  CVL = Child Voluntary  Term Life | ID | 2/3 | Required | Code identifying a group of insurance products (Cont'd next page) | If EedDedCode = DEN or DEN2, send DEN  If EedDedCode = VIS, send VIS  If EedDedCode = STD, send STD  If EedDedCode = LTD, send LTD  If EedDedCode = GLIFE, send 2 lines as BLF and ADD  If EedDedCode = LIFEE, send 2 lines as EVL and EVA  If EedDedCode = LIFES send 2 lines as SVL and SVA  If EedDedCode = LIFEC, send CVL |
| HD04 | 1204 | Plan Coverage Description | AN | 1/50 | Situational | A description or number that identifies the plan or coverage.  PFG will provide the value to be sent in this element. | If EedDedCode = DEN, send 2  If EedDedCode = LTD, send LTD, else send 1 |

|  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- |
| **Ref** | **ID** | **Element Name** | **Type** | **Min/Max** | **Usage** | **Comments/Description** |  |
| DTP01 | 374 | Date/Time Qualifier  300 = Signature Date   1. = Benefit Begin      1. = Benefit End | ID | 3/3 | Required | Code specifying type of date or time, or both date and time. | 300 = date added in Ulti, I think this is the EedDatetimeCreated?  348 = EedBenStartDate  349 - EedBenStopDate |
| DTP02 | 1250 | Date Time Period  Format Qualifier    D8 = Date Expressed in  Format CCYYMMDD | ID | 2/3 | Required | Code indicating the date format, time format, or date and time format. | D8 |
| DTP03 | 1251 | Coverage Period  <CCYYMMDD> | AN | 1/35 | Required | Expression of a date, a time, or range of dates, times or dates and times. | 300 = date added in Ulti, I think this is the EedDatetimeCreated?  348 = EedBenStartDate  349 - EedBenStopDate |

## DTP – Health Coverage Dates – Loop 2300

This segment contains the date that maintenance was performed or effective, and the benefit begin and end dates for the coverage or line

User Option (usage): Required

Segment Repeats Per Insured: 45 Example: DTP\*348\*D8\*20090101~

**Element Summary:** AMT – Health Coverage Policy – Loop 2300

This segment contains the benefit amount elected by the subscriber.

User Option (usage): Situational

Segment Repeats Per Insured: 6 Example: AMT\*L1\*300000~ AND AMT\*A2\*150000~

**Element Summary: send for ded codes GLIFE, LIFEE, LIFES and LIFEC**

|  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- |
| **Ref** | **ID** | **Element Name** | **Type** | **Min/Max** | **Usage** | **Comments/Description** |  |
| AMT01 | 522 | Amount Qualifier Code  L1 = Elected Amount  A2 = Approved Amount | ID | 1/3 | Required | Code to qualify amount. | A2 |
| AMT02 | 782 | Monetary Amount | R | 1/18 | Required | When "L1" in AMT01, the full elected amount of benefit should be sent in AMT02.  When "A2" in AMT01, the approved amount of benefit should be sent in AMT02. | EedBenAmt |

# SE - Transaction Set Trailer - Loop None

This segment should be used to indicate the end of the transaction set and provide the count of the transmitted segments (including the beginning (ST) and ending (SE) segments).

User Option (usage): Required

Repeats: 1

Example: SE\*39\*0001~ **Element Summary:**

|  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- |
| **Ref** | **ID** | **Element Name** | **Type** | **Min/Max** | **Usage** | **Comments/Description** |
| SE01 | 96 | Transaction Segment Count | N0 | 1/10 | Required | Total number of segments included in a transaction set including ST and SE segments.  Do not include: ISA, GS, IEA, GE. |
| SE02 | 329 | Transaction Set Control Number  Must be identical to the same data element in the associated  functional group header,  ST02 | AN | 4/9 | Required | Identifying control number that must be unique within the transaction set functional group assigned by the originator for the transaction set. |

# GE – Functional Group Trailer – Loop None

This segment should be used to indicate the end of a functional group and to provide control information.

User Option (usage): Required

Repeats: 1 Example: GE\*1\*1~

**Element Summary:**

|  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- |
| **Ref** | **ID** | **Element Name** | **Type** | **Min/Max** | **Usage** | **Comments/Description** |
| GE01 | 97 | Number of Transaction Sets Included | N0 | 1/6 | Required | Total number of transaction sets included in the functional group or interchange (transmission) group terminated by the trailer containing this data element. |
| GE02 | 28 | Group Control Number  Must be identical to the same data element in the associated  functional group header,  GS06 | N0 | 1/9 | Required | Assigned number originated and maintained by the sender. |

Trailer

# IEA - Interchange Control Trailer - Loop None

This segment should be used to define the end of an interchange of zero or more functional groups and interchange-related control

User Option (usage): Required

Repeats: 1

Example: IEA\*1\*000000905~ **Element Summary:**

|  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- |
| **Ref** | **ID** | **Element Name** | **Type** | **Min/Max** | **Usage** | **Comments/Description** |
| IEA01 | I16 | Number of Included Functional Groups | N0 | 1/5 | Required | A count of the number of functional groups included in an interchange. |
| IEA02 | I12 | Interchange Control Number  Must be identical to the associated Interchange Header ISA13. | N0 | 9/9 | Required | A control number assigned by the interchange sender |

Trailer