Company EDI Dental

(837D) Companion Guide

For HIPAA Implementation Guide 005010X224A2

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# Purpose and Objective

This companion guide is available for use by This company’s electronic trading partners (also known as This company’s EDI Clients) and will provide information on Electronic Data Interchange (EDI) requirements and practices on a standard 837 Dental implementation.

This document is not a client specific guide, and may contain information that is not applicable to a particular implementation. Implementation analyst assigned to the project will point out relevant information as necessary.

This document highlights This company’s business and system requirements and supplements the ‘837D ASC X12N/005010X224A2’ guide published by Washington Publishing Company.

The information provided in this document defines what is considered a standard end-to-end 837(5010) implementation. This company will tailor implementations to fit client requirements as and where applicable.

The companion guide gives an overview of the Implementation life cycle and details major sections. This company’s implementation team and the Trading Partner will determine necessary steps to prepare for successful exchange of transactions in the production environment.

Section 1: EDI Implementation Life Cycle

Section 2: This company’s EDI Standards

Section 3: This company Transaction Process Flow

Section 4: This company Validation Process

Section 5: File Transfer Protocols (FTP)

Section 6: File Mapping Information

Section 7: File Responses

Section 8: Pre Go-Live discussions

Section 9: Go-Live and Production Support

Section 10: Appendix

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# 1. EDI Implementation Life Cycle

A standard implementation involves the following phases

**1.1 Kickoff**

This company’s Implementation team will schedule a kickoff call with the trading partner to initiate a project. Upon finalizing project scope and timelines, This company’s representatives will discuss key requirements including mapping information, acknowledgements, FTP setup, file naming conventions, testing process and common errors.

**1.2 FTP Setup**

This company hosts as well as supports push/pull method for file transfers. An exchange of information regarding PGP key and naming convention is required for a new FTP setup. An existing FTP connection requires additional folder setup based on naming convention. Section 5 details the requirements and This company standards for FTP setup.

**1.3 Historical File Load**

This company requires 3-5 years of historical data as part of the implementation process. Layout for historical format is provided in a separate addendum.

**1.4 Unit Test Cycle**

This company expects 1-2 weeks’ worth of claims from trading partner for the first cycle of testing. Claims that satisfy This company’s compliance checks will be processed and returned. All parties work on errors identified during testing for trading partners to process the returned claims. This company requires confirmation of the same.

**1.5 Volume Test Cycle**

For Volume testing, This company expects one month worth of claims from the client. The same process as that of the Unit test follows.

**1.6 Pre Go-Live Client Sign-Off**

Based on the testing results and the comfort level of the implementation teams, further testing maybe warranted.

With end to end testing complete, This company and the Trading Partner agree for a go-live date. An email ‘sign-off’ from the Trading Partner indicates that the testing results were satisfactory. A complete summary of the EDI setup is exchanged to verify the information that will be deployed into production on an agreed upon date.

**1.7 Production Deployment**

On the agreed upon date, the setups will be transferred over to production environment. This environment is ready to receive live claims from the client for processing

**1.8 Monitoring**

This company’s implementation team closely monitors Trading Partner’s files for first 30 days after go-live. This company’s team communicates any relevant status updates and addresses any issues during this warranty phase.

**1.9 Post Go-Live Sign Off**

This sign off indicates the Trading Partner’s satisfaction in the transition to This company’s production environment, and subsequent file processing.

**1.10 This company’s Production Support**

After the warranty period, Implementation team transitions client details to This company’s Production Support team who support all of This company’s EDI Trading Partners after initial implementation. Email [support@This company.com](file:///C:\Users\sanjay.ranganathan\AppData\Roaming\Microsoft\Word\support@MultiPlan.com) for any further assistance.

**1.11 Portal**

Authorized users will have Portal access, whereby they can look up a claim and corresponding recommendations associated with the claim.

# 2 This company EDI Standards

This section covers This company’s fundamental guidelines for a standard Implementation

1. This company will not accept negative dollar amounts
2. Primary focus of testing is on file structure, FTP connection, data integrity, file mapping and ability of trading partner to process repriced claims. This company’s team will provide further explanation as needed on processed claims
3. Implementation Analyst will provide the results of a detailed file analysis for each test file. This will include information on data integrity and provider mapping. It is This company’s expectation that clients will review this information and perform necessary changes or corrections in order to submit more accurate data for repricing
4. Pre-Production Testing will continue until all transaction errors are resolved
5. Test results will be shared within 5-7 business days upon successful receipt of files into This company’s repricing system

# 3. This company Transaction Process Flow

**3.1 Process Description**

This section provides an explanation of This company’s process flow for an EDI transaction.

1. Trading Partner or EDI Vendor chosen by Trading Partner, prepares 837 transactions to be submitted to This company
2. Transactions are submitted to an agreed upon FTP location for retrieval by This company processes
3. This company loads 837 files into This company’s claim workflow systems
4. This company performs syntax and mapping validation for the file
   1. If file passes validation, positive functional acknowledgement (999) is produced by This company and posted at FTP for retrieval by Trading Partner or Vendor
   2. If file fails to load, implementation analysts will research and address error with Trading Partner
5. This company requires a C-code (client code) and a Client Claim ID to be attached to every claim that is submitted and performs validation on these values at the claim level
   1. C-code is mandatory and can be populated in one of the three locations:
      1. Loop 2000B , SBR segment, Element 03
      2. Loop 2010BB, NM1 segment, Element 09
      3. Loop 1000A, NM1 segment, Element 09
   2. Client claim ID can be populated in either of the below two locations:
      1. Loop 2300, D9 qualified REF segment, Element 02
      2. Loop 2300, F8 qualified REF segment, Element 02
   3. If claim passes validation, it will move on to the next step
   4. If claim fails validation, the implementation analyst will research the error. For errors that require trading partner intervention, a communication is sent and the claim will not process until correction.
6. For files that pass validation 999’s are produced. For files that fail validation, Trading Partners are notified, and together, the issue is addressed
7. Upon successful claim validation, This company will process Dental claims
8. Completed claims are extracted into 837 files by This company’s extract process multiple times a day on a fixed schedule
9. This company posts 837s with repricing results to FTP folders for retrieval by Trading Partner
10. Trading Partner or vendor chosen by Trading Partner loads This company’s 999 and repriced 837 to load into their system for processing
11. Client or EDI Vendor chosen by Client posts 999 acknowledging This company’s repriced files to FTP
12. This company loads 999s and addresses any reported errors or missing acknowledgements with Trading Partner

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**3.2 Flow Diagram**

The diagram below shows the basic claim flow for a standard This company EDI Implementation



# 4 This company File Validation Process

**4.1 EDI Validation Checks**

**4.1.1 Load Validation – Mapping & Syntax**

This company performs Level 1 HIPAA validation on inbound files during the load process. All files should be mapped according to 5010 WPC document guidelines.

This company, at a File level, performs these checks. Any mapping or syntax errors encountered during the inbound process results in the entire file failing. This company’s team addresses these issues.

Level 1 HIPAA validation includes the following -

1. ISA length (106 bytes, fixed length)
2. Legal/valid separators and terminators
3. X12 Standards Requirements
4. Valid Loops/Segments
5. Segment Order
6. Data Element Attributes (i.e.; Mandatory, Min/Max Sizes, etc.)
7. Numeric Validations

**4.1.2 System Specific Validation**

In addition to checking for ASC X12 and HIPAA compliance, This company applies system specific edits to each 837 transaction.

Below is a list of non-X12 compliance check edits that will cause a transaction to fail or halt at This company

1. Empty (0 byte) files
2. Duplicate file names (Name of file same as a previously submitted file)
3. File not named per agreed upon naming convention
4. Incorrect or missing client group indicator (C-code)

**4.2 Business Edits**

There are two business specific fields that are required for processing a transaction

**4.2.1 Client Claim ID**

Client claim id is a required field that acts as a unique identifier for a claim in an 837 file. This company expects client claim id in either of the below locations

1. Loop 2300, D9 qualified REF segment, Element 02
2. Loop 2300, F8 qualified REF segment, Element 02

**4.2.2 C-code**

A required field used to identify the client group. C-code drives This company’s product setup and pricing. This company allows clients to populate C-code in three locations. Namely,

1. Loop 2000B , SBR segment, Element 03
2. Loop 2010BB, NM1 segment, Element 09
3. Loop 1000A, NM1 segment, Element 09

C-code validation is at the claim level. Any claim that does not have a recognized C-code value will fail validation and the claim will not process.

# 5 File Transfer Protocols

This section details the information required for a new or an existing FTP setup. This company’s EDI team will collect information from the Trading Partner during the implementation for this setup.

This company requires that all files follow an agreed upon standard naming convention.

**5.1 File Naming Convention**

**5.1.1 Files Inbound to This company**

Client file names must always follow a fixed naming convention and must be different from previously submitted 837 files (unless replacing a file that failed to load). It is preferred that 5010 files be named with a prefix of ‘5010\_’.

This company suggests the below information in inbound names:

**File Skeleton: 5010\_<ClientID>\_<Date>\_<Time>.<X12 Type>**

1. Client ID or Client Name
2. Date in CCYYMMDD format
3. Time in HHMMSS format (24 hour)
4. X12 Type (Dental)

**5.1.2 Files Outbound from This company**

Outbound files with repricing results from This company will always follow a fixed naming convention and will always be unique.

This company offers the below tags within outbound file names

**File Skeleton: 5010\_< ClientID >\_<Date>\_<Time>\_<FileNum>.<x12type>**

1. <ClientID>
2. <Date> in format CCYYMMDD
3. <Time> in format HHMMSS (24 hour)
4. <FileNum> - This company outbatch number (Not Optional; Currently 7 bytes)
5. <X12Type> - 837D

**5.2 FTP Setup**

This company requires that all file transmissions with a Trading Partner occur within the confines of a secure transfer protocol to ensure the safety and security of PHI (Protected Health Information) data.

**5.2.1 Modes of Transfer**

This company supports SFTP with PGP, an automated file transfers and exchange, over a Secure Shell (SSH) with PGP Encryption for file transmissions.

Clients may access This company’s FTP server using a web browser if needed.

* + 1. **Hosting**

1. This company prefers to host the FTP transfer server but can accommodate connecting to a client or vendor’s FTP server in special cases
2. If This company is the transfer host:
   1. The Trading Partner must finalize file names as described in Section 5.1
   2. If PGP, the Trading Partner must send a copy of their Public PGP Key to This company in order to complete FTP setup
3. The analyst will complete the setup and send login information to the client.
4. Appendix C contains a brief instruction manual to assist clients with this process.
5. Separate folder paths will be used for test and production files
6. If Client is the transfer host:
   1. The Trading Partner must finalize file names as described in Section 5.1
   2. Whitelist This company
7. This company requires all of the following information from the client
   1. Username:
   2. Password:
   3. Host IP/Host Name:
   4. Input Test Directory This company is Pulling from:
   5. Output Test Directory This company is Pushing to:
   6. Input Prod Directory This company is Pulling from:
   7. Output Prod Directory This company is Pushing to:
   8. Delete Files after Pulling: Yes/No

# 6 File Mapping Information

This section provides information on This company’s mapping requirements for Client 837 files.

**6.1 Files Inbound to This company**

This company requires Trading Partners to map as per ‘**ASC X12 Standards for Electronic Data Interchange Technical Report Type 3 for X12N/005010X224A2**’ published by the Washington Publishing Company.

Following information focuses on This company’s business requirements and suggestions only.

**6.1.1 Enveloping**

Each 837 file can contain

1. Only a single set of Interchange Control Header & Trailer (ISA/IEA)
2. Only a single set of Group Control Header & Trailer (GS/GE) within an Interchange
3. Multiple Transaction Sets (ST/SE) within a Group
4. Multiple or single claims within a Transaction set

**6.1.2 File Sender/Receiver ID**

By default, This company anticipates that customers will use a ZZ qualified send/receive ID in the ISA segment and the same send/receive ID in the GS segment. The trading partnership will be set up this way unless requested otherwise.

**6.1.3 This company assigned c-code**

All Trading Partners are assigned one or more ‘c-codes’ and corresponding account IDs for their client groups based on product and network access. This company’s Account Manager or Account Associate provides this value to the Trading Partner during an implementation. Every claim sent to This company for repricing has a c-code or a predetermined unique group indicator attached to it.

This value may be mapped in any one of the below three locations

1. Loop 2000B, SBR Segment, Element 03. (Subscriber Loop)
2. Loop 2010BB, NM1 Segment, Element 09. (Payer Name Loop)
3. Loop 1000A, NM1 Segment, Element 09. (Submitter Name Loop)
4. This choice assumes that every claim in the transaction set is mapped to this c-code

**6.1.4 Client Claim ID**

This company requires that every claim have a unique identifier or document control number (DCN).

This value can be transmitted in one or both of the below locations

1. Loop 2300, ‘D9’ qualified REF segment, Element 02
2. Loop 2300, ‘F8’ qualified REF segment, Element 02

If a claim has two unique identifiers, such as in the case of vendor mapping, This company encourages that the Trading Partner send both values.

**6.1.5 Provider Data**

This company systems perform data validation to ensure Provider Name, Address (number, street, city, state, and zip), Tax ID (TIN) and NPI are complete and accurate. However, incomplete information will not cause failures (unless not adhering to HIPAA mapping syntax).

This company will not use any provider information if mapped at the service line level.

For Dental claims This company would like to receive provider information in the following locations

1. Billing provider name, address info mapped to loop 2010AA (NM1\*85)
2. Rendering Provider Name (NM1\*82) and NPI mapped to loop 2310B (even if it is the same as Billing)
3. Service Facility Address mapped to Loop 2310C (even if the same as Billing)(NM1\*77)

**6.1.6 NPI/ TIN/License Number**

This company expects NPI (National Provider Identifier) value mapped for each provider in the claim.

TIN mapping must be included in the same loop in an ‘EI’ qualified REF segment.

Dental License Number mapping must be included in the same loop in ‘0B’ qualified REF segment.

**6.1.7 Non-Covered Amounts**

Map denied, excluded or non-covered amounts for Dental claims in

1. Loop 2430, CAS segment
   1. The preferred adjustment group code is PI
   2. The preferred adjustment reason code is 96

Note: Non covered amount is not expected on priced claims.

**6.1.8 Priced Claims**

For claims which have pricing, This company expects Client’s allowed amount in

1. Loop 2300, HCP segment, Element 02 at the Claim level and
2. Loop 2400, HCP segment, Element 02 at the Line level

Note: This value is overwritten in the outbound file for claims that have This company calculated allowed amount

**6.2 Files Outbound From This company**

This section provides information that will assist Trading Partner to prepare for processing This company’s outbound repriced files.

This company will return all data mapped in an inbound file to the Trading Partner without modification or deletion with the exception of repricing segments outlined below. This company will overwrite any information mapped into This company’s designated repricing segments in outbound files.

**6.2.1 Enveloping**

For outbound files from This company, the default file structure is a single ST/SE transaction set (containing one or more claims) in a single group (GS/GE) within a single interchange.

This company can accommodate multiple ST/SE transaction sets, each containing a single claim in the repriced file outbound from This company.

This company always returns the qualifier ‘ZZ’ in the ISA07 element to a trading partner. This company uses the ZZ qualified company tax ID (133068979) in the ISA segment and the same value in the GS segment as a send/receive ID.

Below is a list of default delimiter values that This company will populate in outbound repriced files

**Delimiter Character Name**

|  |  |  |
| --- | --- | --- |
| **Delimiter Character Name** | **Delimiter Character Name** | **Delimiter Character Name** |
| Data Element Separator | \* | Asterisk |
| Sub-element Separator | : | Colon |
| Segment Terminator | ~ | Tilde |
| Repetition Separator | ^ | Caret |

**6.2.2 Claim Level Return Values**

**6.2.2.1 This company Claim ID**

This company assigns a unique identifier to each claim for easy reference and maps it in the outbound file to the Trading Partner in the following location

1. Loop 2300, ‘9A’ qualified REF Segment, Element 02

**6.2.2.2 Date Segment**

This company will populate ‘Repricer Received Date’ in the outbound file to the Trading partner in the following location

1. Loop 2300, ‘050’ qualified DTP Segment, Element 02

**6.2.2.3 Repricing Network Code**

Every claim processed at This company, including those routed to external networks, receives a specific Repricing Network Code. This company populates this value for both successful and unsuccessful claims in the following locations

1. Loop 2300, HCP Segment, Element 04
2. Loop 2300, CN1 Segment, Element 04; Element 01 will be ‘09’

Below are the default network codes that may be received

|  |  |
| --- | --- |
| Network Code | Interpretation |
| 344 | Claim has been processed using the Dental Review service |
| *54* | *Client priced claim that was not eligible for Dental Review service* |

**6.2.2.4 Repricing Methodology**

This company will map the repricing methodology at claim level for all claims in the following location

1. Loop 2300, HCP Segment, Element 01

Following is the Code Set and interpretation for the values

1. 00 - Zero/Unsuccessful Pricing
2. 14 - External Network Pricing
3. 10 - Other Pricing

**6.2.2.5 This company Allowed Amount**

This company will map the calculated Allowed Amount in the following location

1. Loop 2300, HCP Segment, Element 02

In the event pricing was received This company overwrites the submitted value with the This company-calculated Allowed Amount. If no savings were found, then the value submitted from the client will be returned.

**6.2.2.6 This company Savings Amount**

This company maps calculated savings in the following location

1. Loop 2300, HCP Segment, Element 03

**6.2.2.7 Claim Level Reason Code**

The following location will contain a repricing reason code

1. Loop 2300, ‘ADD’ qualified, NTE Segment (Billing Note), Element 02

Below are the default reason codes that may be received in this field

|  |  |
| --- | --- |
| **Claim-Level Reason Code** | **Interpretation** |
| DN0 | Recommendation is to pay the claim; no issues or savings were identified on the claim |
| DL0 | Recommendation is to pay the claim, but refer to line-level flags for additional details |
| DL1 | Recommendation is to deny the entire claim |
| DL2 | Partial savings were identified on the claim; client is not required to re-reprice. Refer to line-level flags for additional details |
| DL3 | Partial savings were identified on the claim; client may need to refer to line-level flags and re-reprice |
| DX0 | Claim was eligible for the product but failed data validation |
| *CPC* | *Claim was received from the client with pricing, but not eligible for the product* |

**6.2.3 Line Level Return Values**

**6.2.3.1 Repricing Network Code**

Every claim processed at This company, including those routed to external networks, receives a specific Repricing Network Code. This company populates this value for both successful and unsuccessful claims in the following location at line level

1. Loop 2400, HCP Segment, Element 04

**6.2.3.2 Repricing Methodology**

This company will map the repricing methodology at line level in the following location

1. Loop 2400, HCP Segment, Element 01

**6.2.3.3 This company Allowed Amount**

This company will map the calculated Allowed Amount in the following location

1. Loop 2400, HCP Segment, Element 02

In the event pricing was received This company overwrites the submitted value with the This company-calculated Allowed Amount. If no savings were found, then the value submitted from the client will be returned.

**6.2.3.4 This company Savings Amount**

This company maps calculated savings in the following location

1. Loop 2400, HCP Segment, Element 03

**6.2.3.5 Line Level Remark Code**

This company populates line level remark code in the segment below

1. Loop 2400 K3 Segment Element 01 with a qualifier of MPI1 followed by RMRK

Example: K3\*MPI1; RMRK=A~

Below are the possible default values that maybe received in this field. Default values are customizable during implementation

|  |  |
| --- | --- |
| **Line Level Remark Code** | **Explanation** |
| A or Accept | Accepted line (no issues) |
| D or Deny | Deny line |
| M or Modified | Modify/downcode line |
| S or Suspect | Suspect line |
| I or Invalid | Invalid line |

**6.2.3.6 Line Message**

This company populates line level message/factor in the segment below

1. Loop 2400 K3 Segment Element 01 with a qualifier of MPI2 followed by FACT

Example- K3\*MPI2; FACT=XXXXXXX~

**6.2.3.5 Downcode/ Modified Procedure Code**

This company populates the downcoded value in the segment below

1. Loop 2400 HCP Segment Element 10

HCP 09 will be AD

# 7 File Responses

**7.1 EDI Functional Acknowledgements**

This company uses the ‘999 ASC X12C/005010X231’ standard functional acknowledgement; in response to client inbound 837 files

**7.1.1 ACK Outbound from This company**

If a Trading Partner requires it, This company can produce positive 999 functional acknowledgements in response to inbound 837 claim files submitted for repricing. This company generates ACK files for a successfully loaded inbound file. Files that fail to load do not generate an ACK file.

**7.1.2 ACK Inbound to This company**

This company prefers that Trading Partners acknowledge all repriced 837 files outbound from This company with 999 functional acknowledgements. This information helps reconcile the acceptance of outbound transactions.

**7.2 Email Notifications**

This company is also able to offer email notifications to Trading Partners for files that load successfully into our system and for files that are ready for retrieval. Trading Partners can choose the recipients of these emails if required.

Please note that This company is not able to receive and process any acknowledgement other than the 999 format.

Refer to Appendix D for details on email notifications.

# 8 Pre Go-Live Discussions

With testing completed to the Trading Partner and This company team’s satisfaction, discussions will begin about moving setup into the production environment. A sign off is obtained from both teams indicating that testing was successful and all teams are in a state of readiness to prepare for Production.

At this time, This company’s implementation team will confirm the below information with the client based on testing cycles. This is done via email or using a Setup Summary Spreadsheet and will be discussed in the subsequent client call in detail.

1. Go-Live date
   1. This company schedules Production changes only on Mondays
   2. This company EDI team requires one week to complete production preparation
   3. Testing sign-off must be sent before end of day Friday of the week prior to This company Production setup
   4. Example: For a go-live on Monday Feb 18 2019, Sign off must be received by EOD Feb 08 2019

1 2 3 4

1. File Naming convention for Inbound & Outbound Files
2. File Timings
   1. This company is able to accept files for repricing anytime during the day multiple times
   2. This company is able to offer one or more of the below outbound file schedules to clients
      1. M-F (EST) 5:00AM, 10:00AM, 3:00PM, 6:00PM, 11:30PM
3. Exchange of acknowledgements
4. FTP folder Paths for Production
5. Number and list of c-codes, product access
6. Reiteration of File Failure reasons

After the completion of testing and before the move to production, the above information is not changed.

# 9 Go-Live and Production Support

**9.1 Production Deployment**

This company’s deployment window is on Mondays between 10am EST & noon EST. Once the client specific code has successfully moved to production, This company’s team will send out a notification. This signals, This company is ready to receive live claims from the Trading Partner.

**9.2 Warranty**

Implementation analysts will closely monitor the client’s claim processing in production for 30 days after Go-Live during which time they can be contacted with any questions, concerns or claim status queries. Any errors or issues during processing are brought to the client’s attention for resolution during this time. This company sends out daily status updates until both parties reach a comfort level.

* 1. **Production Support**

Upon Completion of the 30 day Implementation Warranty period, the analyst will hand over the support process to This company’s Production Claims Processing & EDI Support team who currently handle Daily Support for over 300 clients.

Address [support@This company.com](file:///C:\Users\sanjay.ranganathan\AppData\Roaming\Microsoft\Word\support@MultiPlan.com), for questions or concerns, regarding all issues other than billing, with complete details of issue. Emails sent to this address result in the creation of a unique This company ticket reference number. Utilize this reference number for tracking and follow ups.

Expect a response within 1 business day, while resolution may take longer, depending on nature of issue. If the query needs to be triaged to another team at This company, the support team will forward appropriately and will inform the client.

Please note that responses will be sent from an outgoing This company Service Desk mailbox with ID, [This company@Service-Now.com](mailto:MultiPlan@Service-Now.com) . Please add this to your safe email address list and please ‘reply all’ when you respond.

# 10 Appendices

**Appendix A**

**This company X12 Mapping to ADA Dental Claim form**

All the standard requirements for an 837D are applicable. Elements present below correspond to segments in the ADA claim form.

|  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- |
| **Data Element** | **Box No** | **Required** | **Loop** | **Segment** | **Element No** | **Comments** |
| Type of Transaction | 1 |  | 2300 | CLM | CLM12/ CLM19 |  |
| Predetermination/ Preauthorization number (Trading Partner’s Claim ID) | 2 | Yes | 2300 | REF | REF02 | With Qualifiers F8 or D9 |
| Insurance company plan name, address, city, state, zip code | 3 | Yes | 2010BB | NM1, N3, N4 | NM103  N301  N302  N401  N402  N403 |  |
| **Other Coverage** | | | | | | |
| Other Coverage | 4 |  | 2320 | SBR |  |  |
| Other coverage policyholder Name | 5 |  | 2330A | NM1 | NM103  NM104  NM105  NM107 |  |
| Policyholder ID | 8 |  | 2330A | NM1 | NM109 |  |
| Plan/Group Number | 9 |  | 2320 | SBR | SBR03 |  |
| Patient’s Relationship to Policyholder | 10 |  | 2320 | SBR | SBR02 |  |
| Other Insurance company plan name, address, city, state, zip code | 11 |  | 2330B | NM1 | NM103 |  |
| **Policyholder/ Subscriber information** | | | | | | |
| Subscriber Name, Address, City, State, Zip Code | 12 | Yes | 2010BA | NM1, N3, N4 | NM103  N301  N302  N401  N402  N403 |  |
| Date of Birth | 13 | Yes | 2010BA | DMG | DMG02 |  |
| Gender | 14 | Yes | 2010BA | DMG | DMG03 |  |
| Policyholder ID | 15 | Yes | 2010BA | NM1 | NM109 |  |
| Plan/Group Number | 16 | Yes | 2000B | SBR | SBR03 | Possible option for This company Ccode |
| **Patient Information** | | | | | | |
| Relationship to Policyholder | 18 | Yes | 2000B/ 2000C | PAT/SBR | PAT01/ SBR02 |  |
| Patient Name, Address, City, State, Zip Code | 20 | Yes | 2010CA | NM1, N3, N4 | NM103  N301  N302  N401  N402  N403 |  |
| Date of Birth | 21 | Yes | 2010CA | DMG | DMG 02 |  |
| Gender | 22 | Yes | 2010CA | DMG | DMG 03 |  |
| Patient ID | 23 | Yes | 2300 | CLM | CLM01 |  |
| **Record of Services Provided** | | | | | | |
| Procedure Date | 24 | Yes | 2400 | DTP | DTP03 |  |
| Area of Oral Cavity | 25 | Yes if available | 2400 | SV3 | SV304-01  SV304-02  SV304-03  SV304-04  SV304-05 |  |
| Tooth System | 26 |  | 2400 | TOO | TOO01 |  |
| Tooth Number | 27 | Yes if available | 2400 | TOO | TOO02 |  |
| Tooth Surface | 28 | Yes if available | 2400 | TOO | TOO03-01  TOO03-02  TOO03-03  TOO03-04  TOO03-05 |  |
| Procedure Code | 29 | Yes | 2400 | SV3 | SV301-02 |  |
| Modifiers |  | Yes if available | 2400 | SV3 | SV301-03  SV301-04  SV301-05  SV301-06 |  |
| Diagnosis Pointer | 29a | Yes if available | 2400 | SV3 | SV311-01  SV311-02  SV311-03  SV311-04 |  |
| Quantity | 29b | Yes if available | 2400 | SV3 | SV306 |  |
| Description | 30 |  | 2400 | SV3 | SV301-07 |  |
| Fee | 31 | Yes | 2400 | SV3 | SV302 |  |
| Total Fee | 32 | Yes | 2300 | CLM | CLM02 |  |
| Missing Teeth | 33 | Yes if available | 2300 | DN2 | DN202 |  |
| Primary Diagnosis Code | 34a-A | Yes if available | 2300 | HI | HI01-02 |  |
| Other Diagnosis Codes | 34a-B  34a-C  34a-D | Yes if available | 2300 | HI | HI02-02  HI03-02  HI04-02 |  |
| Remarks | 35 | Yes if available | 2300 | NTE | NTE02 |  |
| Medical Data Authorizations | 36 |  | 2300 | CLM | CLM09 |  |
| Benefits Authorizations | 37 |  | 2300 | CLM | CLM08 |  |
| Place of Service | 38 | Yes | 2300 | CLM | CLM05-01 |  |
| Orthodontic Treatment | 40 |  |  |  |  |  |
| Date Appliance Placed | 41 | Yes if available | 2300 | DTP | DTP03 | Qualifier 452 |
| Months of Treatment Remaining | 42 | Yes if available | 2300 | DN1 | CLM02 |  |
| Replacement of Prosthesis | 43 | Yes if available | 2400 | SV3 | SV305 |  |
| Date of Prior Placement | 44 |  | 2400 | DTP | DTP03 | Qualifier 139 or 441 |
| Treatment Resulting From | 45 |  | 2300 | CLM | CLM11-01 |  |
| Date of Accident | 46 | Yes if available | 2300 | DTP | DTP01 | Qualifier 439 |
| Auto Accident State | 47 | Yes if available | 2300 | CLM | CLM11-04 |  |
| **Billing Dentist** | | | | | | |
| Billing Dentist Name, Address, State, City, Zip Code | 48 | Yes | 2010AA | NM1, N3, N4 | NM103  N301  N302  N401  N402  N403 |  |
| NPI | 49 | Yes | 2010AA | NM1 | NM109 |  |
| License Number | 50 |  | 2010AA | REF | REF02 | Qualifier 0B |
| TIN | 51 | Yes | 2010AA | REF | REF02 | Qualifier EI |
| Phone Number | 52 |  | 2010AA | PER | PER04 |  |
| **Rendering Dentist** | | | | | | |
| Rendering Dentist Name | 53 | Yes | 2310B | NM1 | NM103, NM104, NM105 |  |
| NPI | 54 | Yes | 2310B | NM1 | NM109 |  |
| License Number | 55 | Yes if available | 2310B | REF | REF02 | Qualifier 0B |
| Address, City, State, Zip Code | 56 | Yes if available | 2310C | NM1, N3, N4 | NM103  N301  N302  N401  N402  N403 |  |
| Provider Specialty Code | 56a | Yes if available | 2310B | PRV | PRV03 | Qualifier PXC |
| Phone Number | 57 |  |  |  |  |  |

**Appendix B**

**Trading Partner Setup Form**

Please complete the following information and email this form, PGP key, Companion Guide and supporting documentation to your designated This company Implementation Analyst:

|  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- |
| **Trading Partner Information** | | | | | | | |
| Name | |  | | | | | |
| Address | |  | | | | | |
| City, State, Zip | |  | | | |  |  |
| **Primary Operational Contact Information** | | | | | | | |
| Name | |  | | Phone | | |  |
| Email | |  | | Fax | | |  |
| Days and Hours of Availability | | |  | | | | |
| **Primary Technical Contact Information** | | | | | | | |
| Name | |  | | Phone | | |  |
| Email | |  | | Fax | | |  |
| Days and Hours of Availability | | |  | | | | |
| **ASC X12 Transaction Information: Please complete the following shaded values This company will be expecting in each of the Sender/Receiver data segments** | | | | | | | |
| **Loop/Segment** | **Inbound to This company** | | | | **Outbound from This company** | | |
| ISA06 |  | | | | 133068979 | | |
| ISA08 | 133068979 | | | |  | | |
| GS02 |  | | | | 133068979 | | |
| GS03 | 133068979 | | | |  | | |
| GS06 | Sequentially incremented | | | | **Sequential incremented**  **Unique but not sequential**  **Static** | | |
| GS08 | 005010X224A2 | | | | 005010X224A2 | | |
| 1000A/NM103 |  | | | | This company | | |
| 1000A/NM109 |  | | | | 133068979 | | |
| 1000B/NM103 | This company | | | |  | | |
| 1000B/NM109 | 133068979 | | | |  | | |
| **This company uses the below delimiters in an Outbound File. For delimiters other than the below listed, mention under Trading Partner Preference** | | | | | | | |

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **This company’s Characters** | | **DELIMITER** | **Trading Partner’s Preference** | |
| **Character** | **Name** | **Character** | **Name** |
| \* | Asterisk | Data Element Separator |  |  |
| : | Colon | Sub-element Separator |  |  |
| ~ | Tilde | Segment Terminator |  |  |
| ^ | Caret | Repetition Separator |  |  |

**Appendix C: This company FTP Instructions**

This company has a standard directory structure for inbound and outbound EDI files for automated transaction processing. Claim files and Functional Acknowledgements may be placed in the same folder as indicated below.

Once the Trading Partner from the outbound directory has successfully retrieved a data file, This company’s FTP processes delete the file automatically.

This company’s Folder Structure

Each User Directory has multiple folders within the root. Please use directories as indicated below.

**EDITEST**

Files Inbound to This company: (user)\TOMPI\TEST\EDITEST\

Files outbound from This company: (user)\FROMMPI\TEST\EDITEST\

**PRODUCTION**

Files Inbound to This company: (user)\TOMPI\

Files outbound from This company: (user)\FROMMPI\

**GlobalScape Customer Instructions**

Create the Appropriate session (FTP, SSH, HTTPS)

* FTP Session IP is b2b.This company.com
* HTTPS Session IP is https://b2b.This company.com/
* Login using This company Supplied Username and Password

FTP/SSH Instructions:

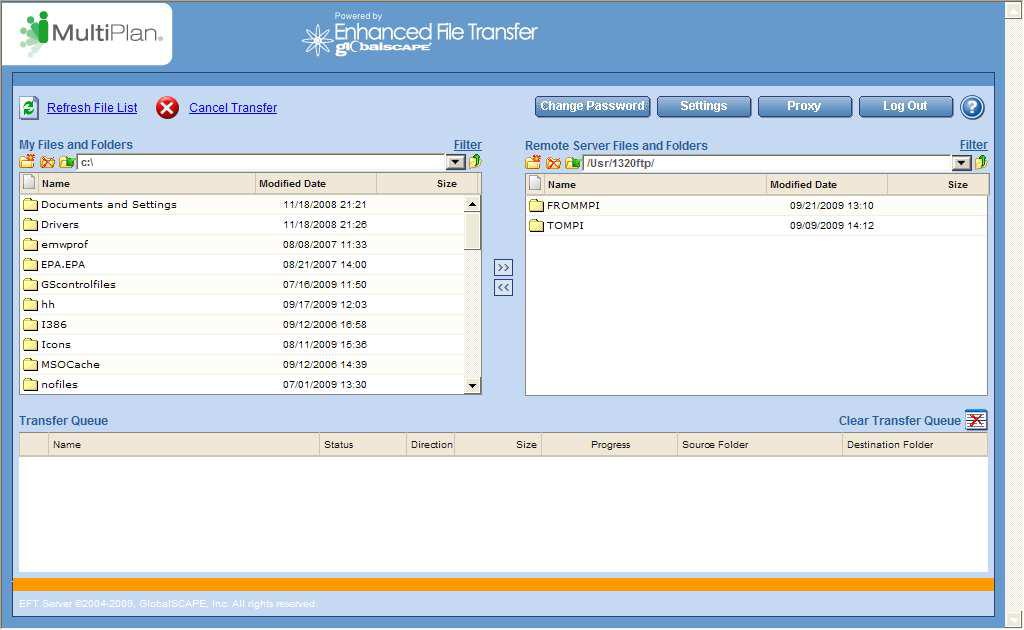
* To Post Files
  + cd <DIRNAME>
  + put <FILENAME>
* To Retrieve Files
  + cd <DIRNAME>
  + get <FILENAME>

\*\* To use the wildcard download option, please use

mget \*PGP

**HTTPS INSTRUCTIONS**

Once logged in, the interface will resemble below screenshot.



The panel on the right is the This company directory, the panel on the left in Client’s local area.

To move a file to This company, double click on the TOMPI or TOMPI/TEST/EDITEST directory.

Highlight the local file you want to move to This company and press the >> double arrows symbol this will move the file.

To pick up a file from This company double click on FROMMPI or FROMMPI/TEST/EDITEST

Highlight the This company file you need and press the << double arrow keys to the left.

Click on logout to leave

**Appendix D: Email Notice for This company**

**Email Notice for This company File Loads**

Below is a Sample File Load Notification

**FILE LOAD NOTIFICATION:**

-----Original Message-----

From: 5010 – 837D - Clients - Inbound

[mailto:XXXXXXXX@THIS COMPANY.COM]

Sent: Thursday, January 21, 2019 9:47 AM

To: EDI; Implementation, Analyst

Subject: 5010 837P Clients INBOUND Client:

SampleClient\_5010(999999V999)

Client: SampleClient\_5010

Dental: D

Alternate Account ID: 999999V999\*\*

File Name: ABC\_P.20190121.095516VDental.txt

Number of Claims in the File: 3

Number of Claims Loaded: 3

Number of Claims Rejected: 0

Number of Lines in the File: 3

Number of Lines Loaded: 3

Number of Lines Rejected: 0

Total Billed Amount for Loaded Claims: 1,517.50

Load ID: 2574090

Start Time: 1/21/2019 09:47:19

End Time: 1/21/2019 09:47:22

\*\* 10 digit This company Internal Trading Partner Identifier

**Attachment to File Load Notification Email:**

List of Claims accepted by This company

Input File Name: ABC\_P.20190121.095516VDental.txt

-----------------------------------------------------------------

DIY0509012813M

DIY0510012813M

DIY0511012813M

-----------------------------------------------------------------

Number of Claims in the File: 3

Number of Claims Loaded: 3

Number of Claims Rejected: 0

Number of Lines in the File: 3

Number of Lines Loaded: 3

Number of Lines Rejected: 0

Total Billed Amount for Loaded Claims: 1,517.50

Load ID: 2574090

Date: 1/21/2019

Time: 09:47:22

Below is a Sample File Extract Notification-

**FILE EXTRACT NOTIFICATION:**

-----Original Message-----

From: 5010 – 837D - Clients - Outbound

[mailto:XXXXXXXXX@THIS COMPANY.COM]

Sent: Monday, January 25, 2019 9:43 AM

To: EDI; clientname@client.com

Subject: EDITEST11g - 5010 837D Clients OUTBOUND Client:

SampleClient\_5010(999999V999).

Client: SampleClient\_5010

Dental: D

Alternate Account ID: 999999V999\*\*

Number of Claims: 3

Number of Lines: 3

Total Billed Amount: 4,500.00

Total Allowed Amount: 0.00

File Name: ABC\_Dental.20190225.074032.837

Out Batch Sequence: 74032

Start Time: 1/25/2019 09:42:54

End Time: 1/25/2019 09:42:57

Log File Path: \\XXXXXX\XXXXXX\

Log File Name:

X12\_837D\_CLIENTS\_OUTBOUND\_PROCESS\_20190125\_09424287.log

**\*\*** 10 digit This company Internal Trading Partner identifier

**Attachment to File Extract Notification Email:**

List of Claims sent by This company

Outbound File Name: ABC\_Dental.20190225.074032.837

-----------------------------------------------------------------

BPY0512012813M

BPY0513012813M

BPY0514012813M

-----------------------------------------------------------------

Number of Claims: 3

Number of Lines: 3

Total Billed Amount: 4,500.00

Total Allowed Amount: 0.00

Outbound Batch ID: 74032

Date: 1/25/2019

Time: 09:42:57