Administrative Services of Kansas (ASK)

HIPAA 837 005010X222A1 Standard Companion Guide

Refers to the Implementation Guides Based on ASC X12 version 005010

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Preface

This Companion Guide to the v5010 ASC X12N Technical Report Type 3 (TR3) and associated errata adopted under HIPAA clarifies and specifies the data content when exchanging electronically with ASK. Transmissions based on this companion guide, used in tandem with v5010 ASC X12N TR3, are compliant with both ASC X12 syntax and those guides. This Companion Guide is intended to convey information that is within the framework of the ASC X12N TR3 adopted for use under HIPAA. The Companion Guide is not intended to convey information that in any way exceeds the requirements or usages of data expressed in the TR3's.

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1 INTRODUCTION

This section describes how ASC X12N Technical Report Type 3 (TR3) adopted under HIPAA will be detailed with the use of a table.

SCOPE

The Transaction Instruction component of this companion guide must be used in conjunction with an associated ASC X12 Implementation Guide. The instructions in this companion guide are not intended to be stand-alone requirements documents. This companion guide conforms to all the requirements of any associated ASC X12 Implementation Guides and is in conformance with ASC X12's Fair Use and Copyright statements.

Overview

This Companion Guide to the v5010 ASC X12N Technical Report Type 3 (TR3) and associated errata adopted under HIPAA clarifies and specifies the data content when exchanging electronically with ASK. Transmissions based on this companion guide, used in tandem with v5010 ASC X12N TR3, are compliant with both ASC X12 syntax and those guides. This Companion Guide is intended to convey information that is within the framework of the ASC X12N TR3 adopted for use under HIPAA. The Companion Guide is not intended to convey information that in any way exceeds the requirements or usages of data expressed in the TR3's.

References

Washington Publishing Company - http://www.wpc-edi.com ASK User Documentation - http://www.ask-edi.com/education/

Additional Information

ASK Getting Started - http://www.ask-edi.com/edi_enroll/index.htm

2 GETTING STARTED

Working with Administrative Services of Kansas

ASK Getting Started - http://www.ask-edi.com/edi enroll/index.htm

Batch Trading Partner Enrollment

ASK Forms - http://www.ask-edi.com/forms.htm

Batch Certification and Testing Overview

ASK Testing - http://www.ask-edi.com/education/

3 TESTING WITH THE PAYER

Batch Testing - http://www.ask-edi.com/education/

4 CONNECTIVITY WITH THE PAYER/COMMUNICATIONS

Batch SFTP- https://edisftp.bcbsks.com/

If you have an SSH key available please send with your first file.

Interactive Tour – Under Construction

Batch Re-Transmission SFTP - https://edisftp.bcbsks.com/

Batch Passwords Requirements:

To change your current password, you must enter and confirm your new password. Because your password protects your personal information, we encourage you to make your passwords as strong as possible. You must follow these criteria:

- Passwords must be a minimum of 8 characters in length.
- Passwords must include both alpha and numeric characters.
- Passwords must contain one upper and lower case alpha character.
- Passwords may not contain repeating characters.
- Special characters (such as #\$% '*; @) must be included in your password.
- A password cannot be used again for at least six generations. In other words, you
 must create at least six new passwords before you can use the first one again in the
 future.
- Your password must be changed every 90 days.

NOTE: Passwords are case sensitive.

5 CONTACT INFORMATION

EDI Customer Service:

Email: <u>askedi@ask-edi.com</u> Phone: 1-800-472-6481

EDI Technical Assistance:

Email: <u>askedi@ask-edi.com</u> Phone: 1-800-472-6481

Provider Service Assistance:

Blue Cross and Blue Shield of Kansas

http://www.bcbsks.com/CustomerService/Providers/contact.shtml

Blue Cross and Blue Shield of Kansas City

http://www.bluekc.com/Contact_Us/Contact_Us.aspx

BlueCross BlueShield Western New York

https://securews.bcbswny.com/web/content/WNYmember/contact.html

BlueShield Northeastern New York

https://securews.bsnenv.com/web/content/NENYmember/contact.html

HealthNow New York

https://securews.healthnowny.com/web/content/HNNY_brochure/home/about-us/contact-us.html

6 CONTROL SEGEMENTS/ENVELOPES

See section 10

7 PAYER SPECIFIC BUSINESS RULES AND LIMITATIONS

- 1. All transmissions submitted without a valid Trading Partner number will be rejected. A trading Partner number can be obtained by completing the EDI Enrollment Form found on the website at www.ask-edi.com/forms.
- Only loops, segments, and data elements valid for the ASC X12 Technical Report Type 3
 (TR3) will be translated. Submitting data, not valid based on the TR3 will cause files to be
 rejected.
- 3. All lower case characters submitted on an inbound 837 file will be converted to upper case when sending data to the payers processing system.
- 4. Taxonomy codes are not required in order to process claims, but will be accepted if submitted. Taxonomy codes that are submitted must be valid against the taxonomy code set

- published at <u>WPC References</u>. Claims submitted with invalid taxonomy codes will be rejected. BCBSKS and BCBSKC do not use taxonomy codes for claims adjudication.
- 5. Patient Control/Claims Submitter's Identifier The ASC X12 TR3 allows up to 38 characters in the 2300 Loop, CLM01; however, the 835 Claim Payment/Advice CLP01 returns a maximum of 20 characters.
- 6. File names should not contain any of the following characters: Dollar ("\$"), Ampersand ("&"), Plus ("+"), Comma (","), Forward slash/Virgule ("/"), Colon (":"), Semi-colon (";"), Equals ("="), Question mark ("?"), or 'At' symbol ("@").
- 7. For Internet File Transmissions Only: File names must contain only alphabetical ("A-Z, a-z"), numeric (0-9), hyphen ("-"), or underscore ("_") as characters, with hyphen and underscore not acceptable as starting and ending characters.
- 8. The max length for any input file name should not exceed 28 characters.
- 9. ASK will make every effort to provide 60 days notice to Trading Partners regarding edit changes or additions. Notice will be posted to the News section of the ASK web site.
- 10. BCBSKS and BCBSKC require Medicare Primary information to be submitted at line level 2430
- 11. ASK accepts Basic and Extended Code Sets
- 12. Scheduled system maintenance occurs Sunday between 4:00 am 10:00 am (all times listed are Central Time Zone)
- 13. We strongly encourage a unique file name for each transmission i.e. 123KS837P.CCYYMMDD*.*
- 14. 5000 claims will be accepted per ST-SE.
- 15. 277CA The Payer Claim Control Number, reported in the 2200D REF02 when REF01 = 1K, is used by the ASK Front End Processor and does not reflect a claim control number assigned by the payer. Payers will not have access to this number and cannot provider information based on the 2200D REF02.

8 ACKNOWLEDGEMENTS

Posted at: http://www.ask-edi.com/education/

Report inventory

TA1 Transaction Acknowledgement

999 Acknowledgement for Health Care Insurance

277CA Claims Acknowledgement

9 TRADING PARTNER

An EDI Trading Partner is defined as an ASK customer (provider, billing service, software vendor, employer group, clearinghouse etc.) that transmits to, or receives electronic data from ASK.

Batch Enrollment - http://www.ask-edi.com/forms.htm

10 TRANSACTIONS SPECIFIC INFORMATION

These tables contain one or more rows for each segment for which a supplemental instruction is needed.

Legend

SHADED rows represent "segments" in the X12N implementation guide.

NON-SHADED rows represent "data elements" in the X12N implementation guide.

005010X222A1 Health Care Claim: Professional

| Page | Loop | Seg. | Data Element | Comments | |
|----------|---------------|---------------|----------------------------------------------------|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|--|
| | ange Contro | | 4 | | |
| C.4 | N/A | ISA05 | Interchange ID Qualifier | 'ZZ' | |
| C.4 | N/A | ISA06 | Interchange Sender ID | Trading Partner Number assigned by ASK. | |
| C.5 | N/A | ISA07 | Interchange ID Qualifier | 'ZZ' | |
| C.5 | N/A | ISA08 | Interchange Receiver ID | ASK | |
| C.5 | N/A | ISA13 | Interchange Control Number | Must be unique for each interchange. | |
| Function | onal Group H | leader/GS | | | |
| C.7 | N/A | GS02 | Application Sender's Code | Trading Partner Number assigned by ASK. | |
| C.7 | N/A | GS03 | Application Receiver Code | BCBSKS = Blue Cross and Blue Shield of Kansas BCBSKC = Blue Cross and Blue Shield of Kansas City PHP = Preferred Health Professionals EDIM = EDI Midwest HNNY = HealthNow New York (BlueShield of Northeastern New York, BlueCross and BlueShield of Western New York) | |
| Loop 1 | 000A - Subn | nitter Name | | | |
| 75 | 1000A | NM109 | Submitter Identifier | Trading Partner Number Assigned by ASK. | |
| Loop 1 | 000B - Rece | iver Name | | , | |
| 80 | 1000B | NM103 | Receiver Name | ASK | |
| 80 | 1000B | NM109 | Receiver Primary Identifier | ASK | |
| | | | | | |
| | 010AA - Billi | | | | |
| 99 | 2010AA | PER02 | Billing Provider Contact Name | Submission of the PER segment is highly recommended. This information will be used to contact the provider in the event claims cannot be submitted to the payer. | |
| Loop 2 | 000B - Subs | scriber Hiera | rchical Level | | |
| 116 | 2000B | SBR01 | Payer Responsibility Sequence Number Code | Must be populated accurately on secondary and tertiary claims to insure accurate payment. | |
| 118 | 2000B | SBR09 | Claim Filing Indicator Code | BCBSKS = BL BCBSKC = BL BCBSWNY = BL or CI BSNENY = BL or CI HealthNow New York = BL or CI PHP = BL or CI | |
| Loop 2 | 010BB - Pay | er Name | | | |
| 134 | 2010BB | NM108 | Identification Code Qualifier | Must be 'PI'. | |

| 134 | 2010BB | NM109 | Payer Identifier | BCBSKS = 47163 BCBSKC = 47171 BCBSWNY = 00301 or 00801 BSNENY = 00800 HealthNow New York = 55204 PHP = 31478 EDI Midwest = Appropriate payer number from EDI Midwest payer list. |
|--------|--------------|-------------|--------------------------------------------------|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| Loop 2 | 300 - Claim | Information | | |
| 203 | 2300 | REF02 | Claim Identifier for transmission intermediaries | DO NOT USE THIS FIELD. ASK, HealthNow, and BCBSKC will use this field to exchange information. |
| 210 | 2300 | NTE02 | Claim Note Text | Characters that can be used as delimiters cannot be used in narrative. |
| Loop 2 | 320 – Other | Subscriber | Information | |
| 298 | 2320 | SBR09 | Claim Filing Indicator Code | Use the code that most accurately describes the Other Subscriber Information. Medicare should be submitted as MB or 16. |
| 305 | 2320 | AMT02 | Payer Paid Amount | A negative value will result in claim rejection. |
| Loop 2 | 400 – Servic | e Line | | |
| 354 | 2400 | SV102 | Line Item Charge Amount | Negative value will result in claim being rejected. |
| 355 | 2400 | SV104 | Units or Minutes | Negative value will result in claim being rejected. |
| 369 | 2400 | CR102 | Patient Weight | Negative value will result in claim being rejected. |
| 370 | 2400 | CR106 | Transport Distance | Negative value will result in claim being rejected. |
| 415 | 2400 | PS102 | Purchased Service Charge Amount | Negative value will result in claim being rejected. |

APPENDICES

1. Unscheduled Downtime or Non Routine Downtime

Trading Partners are responsible for notifying ASK when there are changes to contact or other Trading Partner information.

ASK: Contact Us

Batch – Notification will posted to phone system at - <u>ASK: Contact Us Phone Menu Options</u>

2. Holiday Schedule

3. File naming Formats

| NAMING FORMAT |
|---------------------------------------------------------------------------------|
| TA1_input filename_internal file ID_date-time |
| example: TA1_bstrans_123456789_20170131-105601017 |
| 999_input filename_internal file ID.input file extension (if present)_date-time |
| example: 999_bstrans_123456789.dat_20170131-090725018 |
| 277CA_ISA13 from input file_input filename _internal file ID.input file |
| extension (if present)_date-time |
| example: 277CA_999999_bstrans_123456789.dat_20170131-090725018 |
| |
| |
| |

| 835 Remittance Advice | NAMING FORMAT |
|--------------------------------------------------------------|-------------------------------------------------------------------|
| BCBSKS (47163) | KS835V5.date.time.sequence example: KS835V5.20170131.041123_* |
| BCBSKS (47163) Medicare Crossover 835's - BlueExchange | KSBX835V5.date.time.sequence example: KSBX835V5.20170131.041123_* |
| BCBSKC (47171) | KC835V5.date.time.sequence example: KC835V5.20170131.041123_* |
| HealthNow New York | HN835V5.date.time.sequence example: HN835V5.20170131.041123_* |

CHANGE SUMMARY

This section describes the differences between the current Companion Guide and previous guide(s).

| Page | Section | Description of Change | Date and Version |
|------|------------|------------------------------------------------------------|------------------|
| | | | of Change |
| 8 | 10 | Updated 2300 REF02 - DO NOT USE THIS FIELD. ASK, | 12/22/15 |
| | | HealthNow, and BCBSKC will use this field to exchange | |
| | | information. | |
| All | All | Companion Document moved to CORE | 01/01/16 |
| 5 | 1 | Updated link | 01/01/17 |
| 5 | 2 | Updated link | 01/01/17 |
| 5 | 3 | Updated link | 01/01/17 |
| 5 | 4 | Removed link and provided URL | 01/01/17 |
| 5 | 4 | Removed Web Portal URL | 01/01/17 |
| 5 | 4 | Removed link and provided URL | 01/01/17 |
| 6 | 4 | Added Batch Password Requirements | 01/01/17 |
| 6 | 5 | Updated contact information | 01/01/17 |
| 7 | 8 | Updated link and removed TRN from Report Inventory | 01/01/17 |
| 8 | 10 | Removed the word transaction and replaced with interchange | 01/01/17 |
| 9 | Appendices | Added 3. File naming formats | 01/01/17 |
| 8 | 10 | Added GS02 | 01/01/17 |
| 7 | 7 | Added 15. | 01/01/17 |
| 7 | 7 | Added 16. | 02/03/17 |
| 8 | 10 | Updated ISA08 to ASK | 02/03/17 |
| 8 | 10 | Updated 1000B to ASK | 02/03/17 |
| 7 | 7 | Remove 5. Compression of files is supported between the | 03/08/17 |
| | | submitter and receiver. | |
| 6 | 4 | Added -Passwords may not contain repeating characters. | 03/10/17 |
| 9 | 3 | Revised file naming formats for TA1, 999 and 277CA | 05/18/17 |

Administrative Services of Kansas (ASK) is Blue Cross and Blue Shield of Kansas dba ASK.