eClaims Training

Level 301: Technical

Published December 2012

Revised 6/20/14

301 (Technical) Agenda

Begin at 2:15 pm (after 201 Business Training)

- **Submission Options**
- **Terms**
- **Data Formats**
  - Alphanumeric, Numeric, Date, Percentage, Monetary Amount, Time
- **Building Records**
  - 6 Steps, 2 Special DNs, Variable Segments, Header, Trailer

Break (3:30 - 3:45 pm)

- **Data File Name**
- **Data File Processing**
- **Acknowledgments**
- **Legacy**
- **Testing**
- **Wrap-up**

End by 5:00 pm

Submission Options

Submission options for eClaims

1. Data entering into WCB's web application
2. Transmitting files to/from WCB's sFTP server
3. Using a vendor who will transmit those files

Considerations:

- WCB's web application recommended for Claim Administrators with low volume and do not have computer systems or IT resources to leverage flat files
- Multiple submission options can be used but **strongly recommended** to only use one submission option for any single Case to avoid potential of rejections
- eClaims Implementation Guide has partial list of vendors
  - None of whom are endorsed by WCB

Submission Options

This technical training is:

1. For those Claim Administrators and Vendors who will be submitting data files to WCB.
2. To learn how to build a data files based upon IAIABC Release 3.0 format.
3. To learn how WCB will process data files.
4. To learn how to review the Acknowledgment file created for each submitted data file.

Terms

Flat file

- Fixed or variable length records
- Data in specified positions

Data file

- WCB term
- Flat file of transactions
- Uploaded to WCB's sFTP server

Acknowledgment file

- Flat file of acknowledgments about transactions
- Downloaded from WCB's sFTP server

Terms

Sender

- Transactions sent by Claim Administrator or Insurer
- Acknowledgments sent by WCB

Submitter

- Uploads data files to WCB's sFTP server
- Downloads acknowledgment files from WCB's sFTP server

Vendor note: You are the submitter and your client is the sender.

Terms

Data file

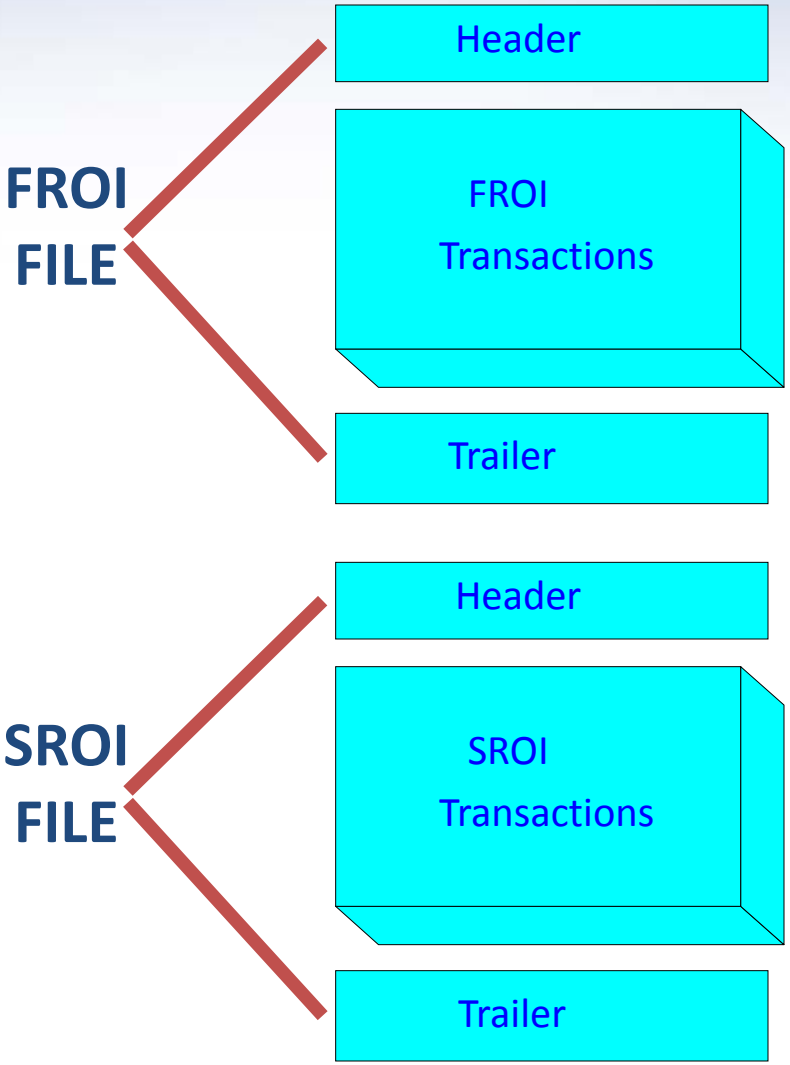
- Starts with 1 **Header** record
- Followed by **Transactions** for only FROIs or only SROIs
- Ends with 1 **Trailer** record

FROI file

- Data file of FROI transactions

SROI file

- Data file of SROI transactions



Terms

Transaction

- 2 records together in data file
- Same Claim Administrator Claim Number (DN0015)

FROI Transaction

- 148 (First Report of Injury) record
- R21 (First Report of Injury Companion) record

SROI Transaction

- A49 (Subsequent Report of Injury) record
- R22 (Subsequent Report of Injury Companion) record

Terms

Record

- Line of **Data Elements**
- Ended with Carriage Return and Line Feed
- See Section 2 of IAIABC Implementation Guide for specified positions in flat file record layouts
  - For example, here is Trailer's flat file record layout:

	Data Element Name				
DN	*TR2 Data Elements*	*Format*	*Length*	*Beg*	*End*
0001	Transaction Set ID	A/N	3	1	3
0106	Detail Record Count	N	9	4	12
0191	Transaction Count	N	9	13	21

Terms

Record

- Fixed length
  - Data Elements only occur once and at fixed positions
- Variable length
  - Starts with some Data Elements at fixed positions
  - Ends with Data Elements that are logically grouped together in Variable Segments that can be on the record either zero, one, or multiple times
    - Variable Segment Counter = how many times on the record

Terms

NYS eClaims Workers' Compensation Board

Portion of A49's flat file record layout:

Rec	DN	Data Element Name	Format	Length	Beg	End
		Variable Segment Counters				
A49	0078	Number of Permanent Impairments	N	2	199	200
A49	n/a	Filler (Not for Use)	A/N	6	201	206
A49	0082	Number of Death Dependent/Payee Relationships	N	2	207	208
		Variable Segments				
		Permanent Impairments Occurs Number of Permanent Impairments times.	Occ 6			
A49	0083	Permanent Impairment Body Part Code	A/N	3	1	3
A49	0084	Permanent Impairment Percentage	3.2	5	4	8
		Death Dependent/Payee Relationship Occurs Number of Death Dependent/Payee Relationship times.	Occ 12			
A49	0097	Dependent/Payee Relationship Code	A/N	2	1	2

- Each Variable Segment above has its own fixed length
  - Permanent Impairments have length of 8
  - Death Dependent/Payee Relationships have length of 2

Terms

Data Element

- Single piece of information as defined by IAIABC's Data Dictionary (Section 6 of IAIABC Implementation Guide)
  - Example:

TRANSACTION SET ID – DN0001

Definition:	A code that identifies the transaction being sent/received.
Orig/Rev:	08/18/94
Record:	HD1; A49; 148; R21; R22; TR2; AKC; ARC
Format:	3 A/N
Values:	**148** = First Report
	R21 = First Report Companion Record
	A49 = Subsequent Report
	R22 = Subsequent Report Companion Record
	AKC = Claims Acknowledgment Detail Record
	ARC = Claims Re-Acknowledgment Detail Record
	HD1 = Transmission Header Record
	TR2 = Transmission Trailer Record

  - Also lists data format, any Values list, and any Data Population (DP) rules
  - See eClaims documentation on WCB website for further clarifications

Note: IAIABC has assigned unique 4 digit **Data Element Number (DN)**

Data Formats

Data Formats

1. Alphanumeric	A/N
2. Numeric	N
3. Date	DATE
4. Percentage	3.2
5. Monetary Amount	$9.2
6. Time	TIME

Note: Last four are specializations of Numeric

Data Formats

Rules for <u>all</u> data formats:

- Use spaces when no value
  - Do **not** default non-alphanumeric values to be 0
- Every position for a Data Element must be used
  - Use trailing spaces for alphanumeric values
  - Use leading zeroes for non-alphanumeric values

Data Formats

Rules for Alphanumeric (A/N):

- Each position must be either:
  - a letter (upper or lower case) A…Z a…z
  - a numeric digit 0…9
  - a space
  - one of these special characters <.>/?;':"[{]}\|`~!@#$%^&*()-_=+,
- Must be left-justified with trailing spaces
  - First position can only be a space when no value

Data Formats

Rules for Numeric (N):

- Each position must be a numeric digit (0…9)
  - Do not use commas or any other formatting
- Cannot be negative
- Must be right-justified with leading zeros
  - For example, Benefit Type Claim Week (DN0090) is 4 position numeric, so send value of 26 as 0026

Data Formats

Rules for Date:

- Rules for Numeric apply also
- Formatted as CCYYMMDD
  - For example, June 1st of 2013 would be 20130601
- Must be a valid date except that WCB only requires a year for Date of Injury (DN0031) on non-Traumatic Injuries

Data Formats

Exception for Date of Injury (DN0031) :

- Population Restriction has specifics

Error Message Number	Error Message Text	Population Restriction
064	Invalid data relationship	When DN0290 (Type of Loss Code) is 01 (Traumatic Injury), DN0031 (Date of Injury) must be a valid date (using all 8 digits in the format of CCYYMMDD).
111	Must be valid content	A) When DN0031 (Date of Injury) has all 8 digits (in the format of CCYYMMDD showing 4 digit year, followed by 2 digit month, and followed by 2 digit day), it must be a valid date.
111	Must be valid content	B) When DN0031 (Date of Injury) does not have all 8 digits (in the format CCYYMMDD showing 4 digit year, followed by 2 digit month, and followed by 2 digit day), it must have a year and 2 spaces for the month and/or day when unknown.

- Use spaces for unknown month and/or day
  - For example, if only known that non-Traumatic Injury occurred in 2012, then the value would be 2012 followed by 4 spaces

Data Formats

Rules for Monetary Amount ($9.2):

- Rules for Numeric apply also
- Always 11 positions long
  - First 9 positions = dollars
  - Last 2 positions = cents
- Do not use dollar sign and decimal point
  - For example, $1,234 would be 00000123400

Data Formats

Rules for Percentage (3.2):

- Rules for Numeric apply also
- Always 5 positions long
  - First 3 positions = whole number
  - Last 2 positions = decimal
- Do not use percentage symbol and decimal point
  - For example, 98.7% would be 09870
- Value must be between 0% and 100%

Data Formats

Rules for Time:

- Rules for Numeric apply also
- Formatted as HHMMSS in 24 hour military time
  - For example, 9 pm would be 210000
- Values must be between 000000 (for midnight) and 235959 (for 11:59 pm and 59 seconds)
- **Exception:** Time of Injury (DN0032) is without seconds since only 4 positions in 148 record

Questions?

Building Records

IAIABC's Summary of Release 3.0 Records:

Record Name	Transaction Set ID (DN0001)	Record Length	Minimum Record Length	Maximum Record Length	Number of Data Elements	Number of Filler Fields
Header Record	HD1	Fixed	87	87	9	0
First Report of Injury Record	148	Fixed	913	913	47	12
First Report of Injury Record Companion	R21	Variable	1600	2777	96	5
Subsequent Report of Injury Record	A49	Variable	208	280	28	6
Subsequent Report of Injury Record Companion	R22	Variable	650	10720	112	8
Trailer Record	TR2	Fixed	21	21	3	0
Acknowledgment Record	AKC	Variable	248	6089	24	1

What about Filler Fields?

- To keep Data Elements in their positions
- For future growth of IAIABC usage
- Should be spaces

Note: WCB will not display/store Filler values

Building Records

Step #1: Determine what record

- Header is HD1
- FROI Transaction is an 148 record followed by a R21 record

  or

  SROI Transaction is an A49 record followed by a R22 record
- Trailer is TR2

Note: Acknowledgment records are built by WCB and will be discussed later.

Building Records

Step #2: Determine what Data Elements are needed for that record

- Use IAIABC's Flat File Record Layout
  - Shows position numbers and fillers
- Use WCB's Element Requirement Table
  - Shows whether value is needed based upon Maintenance Type Code (DN0002)

Building Records

Portion of 148's flat file record layout:

Rec	DN	Data Element Name	Format	Length	Beg	End
		148 Data Elements				
148	0001	Transaction Set ID	A/N	3	1	3
148	0002	Maintenance Type Code	A/N	2	4	5
148	0003	Maintenance Type Code Date	DATE	8	6	13
148	0004	Jurisdiction Code	A/N	2	14	15
148	0005	Jurisdiction Claim Number	A/N	25	16	40
148	0006	Insurer FEIN	A/N	9	41	49
148	n/a	Filler (Not for Use)	A/N	129	50	178
148	0012	Claim Administrator City	A/N	15	179	193

- Positions 50 to 178 should be 129 spaces for Filler

Building Records

NYS eClaims Workers' Compensation Board

Portion of WCB's Element Requirement Table:

				FROI MTC'S						
REC	DN#	DATA ELEMENT NAME	Format	00	01	02	04	AQ	AU	UR for legacy cases
148	0001	Transaction Set ID	3 A/N	F	F	F	F	F	F	F
148	0002	Maintenance Type Code	2 A/N	F	F	F	F	F	F	F
148	0003	Maintenance Type Code Date	DATE	F	F	F	F	F	F	F
148	0004	Jurisdiction Code	2 A/N	F	F	F	F	F	F	F
148	0005	Jurisdiction Claim Number	25 A/N	IA	M	M	IA	IA	IA	M
148	0006	Insurer FEIN	9 A/N	F	F	fy	F	F	F	F
148	0012	Claim Administrator City	15 A/N	M	M	Y	M	M	M	M

- Jurisdiction Claim Number (DN0005) must have a value when the Maintenance Type Code (DN0002) is 01 (Cancel), 02 (Change) or UR (Upon Request)

Building Records

Step #3: Start with an empty string

- This approach is being recommended for ease of handling variable segments in variable records.
- An alternative approach is to start with a string of the minimum length for that record, add spaces for every variable segment being sent, and replace the characters at the appropriate positions with the value for the Data Element.

Building Records

Step #4: For each Flat File Record layout row, append to that string either

- **Spaces**
  - No value
  - Filler
  - Not needed = NA (Not Applicable) or X (Excluded)
    - Avoids whole file rejection when value cannot be stored
- **Value** using data format

Note: If Data Element is required, then get value before sending transaction

Building Records

Checklist

- Check IAIABC's Data Dictionary
  - Data format
  - Values list
  - Data Population (DP) Rule
- Check WCB's Element Requirement Table
  - Whether value is needed
- Check WCB's Edit Matrix
  - WCB specific requirements

Building Records

Portion from **IAIABC's Data Dictionary**

MAINTENANCE TYPE CODE – DN0002

Definition: A code defining the specific purpose of individual records within the transaction being transmitted.

Orig/Rev: 08/09/95, 07/01/97, 11/30/98, 05/27/03, 02/8/05, 03/1/05, 04/08/05, 02/08/06, 04/06/09, 08/21/09

Record: 148; A49; AKC; ARC; R22 – refer to specific MTC

Format: 2 A/N

DP Rule: Refer to Variable Segment Population Rules and MTC Simplification Guide in Section 4 for valid MTC values within a batch and population Rules.

Values: **00 Original –** The original/initial first report (FROI) transmitted between partners, including the re-transmission of a first report that was rejected due to a critical error or a claim that was previously cancelled (01), or a subsequent first report (FROI) for a claim that was previously denied in its entirety (04), was under investigation (UI), or was sent upon request (UR).

Record: 148

DP Rule: A jurisdiction may or may not allow a 00 Original after a 04, UI, or UR. For example, in a case where a jurisdiction does not allow a 00 after a 04, the 04 is accepted as the originating document and a 00 may be rejected as a duplicate claim based on their match data rules. A different jurisdiction may choose to accept both the 04 and the 00.

01 Cancel – The original first report was sent in error.

Building Records

NYS eClaims Workers' Compensation Board

Portion from **WCB's Element Requirement Table**

				FROI MTC'S						
REC	DN#	DATA ELEMENT NAME	Format	00	01	02	04	AQ	AU	UR for legacy cases
148	0001	Transaction Set ID	3 A/N	F	F	F	F	F	F	F
148	0002	Maintenance Type Code	2 A/N	F	F	F	F	F	F	F
148	0003	Maintenance Type Code Date	DATE	F	F	F	F	F	F	F
148	0004	Jurisdiction Code	2 A/N	F	F	F	F	F	F	F
148	0005	Jurisdiction Claim Number	25 A/N	IA	M	M	IA	IA	IA	M

Building Records

NYS eClaims Workers' Compensation Board

Portions from **WCB Edit Matrix**

- **DN-Error Message**

	For Population Restrictions: For Data Elements that have certain 'population values' allowed for specific data elements, a "P" is indicated in the 'Population Restrictions Indicator' column and the associated data element population restriction is detailed in the Population Restrictions Table.	Jurisdiction will	Population Restri	Mandatory field not	Number of Days Wa	Days must be 0-6	All digits must be 0-
DN	IAIABC Data Element Name			001	018	019	028
0002	Maintenance Type Code	F	P	F			

- **Values Table**

DN	Element Name	Capture?	Acceptable Code Value List - grayed out indicates that a value is 'Not Statutorily Valid'																					
0002	Maintenance Type Code (for FROI)	Y	00	01	02	04	CO	AQ	AU	UI	UR													
0002	Maintenance Type Code (for SROI)	Y	02	04	AB	AP	CA	CB	CD	CO	EP	ER	FN	IP	P1	P2	P3	P4	P5	P7	P9	PD	PJ	PY
	Maintenance Type Codes (for SROI continued)		RB	RE	S1	S2	S3	S4	S5	S6	S7	S8	S9	SD	SJ	UI	UR	VE	AN	BM	BW	MN	QT	SA

- **Population Restrictions**

DN	Data Element Name	Error Message Number	Error Message Text	Population Restriction	Element Error Text
0002	Maintenance Type Code (for FROI)	042	Not statutorily valid	A) Greyed out values in NYS WCB's Value Table cannot be used for this DN.	for FROI must be 00, 01, 02, 04, AQ, AU, or UR
0002	Maintenance Type Code (for SROI)	042	Not statutorily valid	B) Greyed out values in NYS WCB's Value Table cannot be used for this DN.	not = AB,CO,FN,Px,S3,S6,S8,S9,UI,VE,AN,BM,BW,MN,QT

- **Sequencing** tabs describe order that transactions will be accepted

Building Records

Step #5: Verify string's length

DN0001	Record Length
HD1	87
148	913
R21	1600 + DN0274 x 50 + DN0277 x 2 + DN0276 x 50 + DN0278 x 71 + DN0279 x 75
A49	208 + DN0078 x 8 + DN0082 x 2
R22	650 + DN0288 x 103 + DN0283 x 98 + DN0282 x 34 + DN0289 x 51 + DN0284 x 34 + DN0285 x 44 + DN0275 x 86 + DN0277 x 2 + DN0276 x 50 + DN0287 x 50
TR2	21

- For example, if Number of Permanent Impairments (DN0078) is 1 and Number of Death Dependent/Payee Relationships (DN0082) is 2, then that A49 record will have 220 positions since 208 + 1 x 8 + 2 x 2 = 220

Building Records

Step #6: Write string to file and repeat steps for next record

- After 148 record must be R21 record for same Claim Administrator Claim Number (DN0015)
- After A49 record must be R22 record for same Claim Administrator Claim Number (DN0015)

Note: DN0015 at different positions in those 2 records for a transaction

Building Records

Special DN of "n/a" for Filler

- Portion of IAIABC's Flat File Record Layout

Rec	DN	Data Element Name	Format	Length	Beg	End
148	0058	Employment Status Code	A/N	2	838	839
148	0059	Manual Classification Code	A/N	4	840	843
148	n/a	Filler (Not for Use)	A/N	30	844	873

- 30 positions after Manual Classification Code (DN0059) should be filled with spaces

Building Records

Special DN of "*" for 1 of multiple

- Portion of IAIABC's Flat File Record Layout

Rec	DN	Data Element Name	Format	Length	Beg	End
R22	0138	Claim Administrator Claim Representative E-Mail Address	A/N	80	153	232
R22	0139	Claim Administrator Claim Representative Fax Number	A/N	10	233	242
R22	0270	Employee ID Type Qualifier	A/N	1	243	243
R22	*	Employee ID	A/N	15	244	258

- The end of the Layout shows possible DNs

*

Value	DN	Employee ID				
S	0042	Employee SSN				
P	0156	Employee Passport Number				
E	0152	Employee Employment Visa				
G	0153	Employee Green Card				
A	0154	Employee ID Assigned by Jurisdiction				

- Only 1 Data Element will be applicable

Notes: IAIABC allows 5 values, but WCB only using first and last values.
Employee SSN is 9 position alphanumeric so add 6 trailing spaces.

Building Records

NYS eClaims Workers' Compensation Board

Variable Segments

- A49, R21, and R22 records are variable length
- Variable Segment Counters part of fixed portion
- Portion of Flat File Record Layout for R21 record

		Variable Segment Counters				
R21	0274	Number of Accident/Injury Description Narratives	N	2	1591	1592
R21	0277	Number of Full Denial Reason Codes	N	2	1593	1594
R21	0276	Number of Denial Reason Narratives	N	2	1595	1596
R21	0278	Number of Managed Care Organizations	N	2	1597	1598
R21	0279	Number of Witnesses	N	2	1599	1600

Building Records

NYS eClaims Workers' Compensation Board

Variable Segment Counters

- Always required (IAIABC calls Fatal Technical)
- Must be between 0 and maximum value for that Variable Segment
  - Shown on Flat File Record Layout as "Occ" number
  - Showing all here:

Record	Variable Segment Counter	Maximum
R21	*Number of Accident/Injury Description Narratives*	10
	Number of Full Denial Reason Codes	5
	Number of Denial Reason Narratives	3
	Number of Managed Care Organizations	2
	Number of Witnesses	5
A49	*Number of Permanent Impairments*	6
	Number of Death Dependent/Payee Relationship	12
R22	*Number of Benefits*	10
	Number of Payments	5
	Number of Other Benefits	25
	Number of Benefit ACR	90
	Number of Recoveries	10
	Number of Reduced Earnings	52
	Number of Concurrent Employers	2
	Number of Full Denial Reason Codes	5
	Number of Denial Reason Narratives	3
	Number of Suspension Narratives	3

Building Records

Variable Segments

- Must be minimum number needed
  - For example, if the Accident/Injury Description Narrative (DN0038) has 51 characters in it, then the Number of Accident/Injury Description Narratives (DN0274) would be 2 (formatted as 02).

Note: Variable Segments for Narratives are for a single long narrative (which can have multiple sentences). Do **not** send multiple Variable Segments attempting to separate sentences.

Building Records

Variable Segments

- All positions for one Variable Segment must be used before the next Variable Segment
  - For example, if R22 record has Number of Benefits (DN0288) of 2 and Number of Payments (DN0283) of 1, then positions 651 to 753 are for 1st Benefit, positions 754 to 856 are for 2nd Benefit, and positions 857 to 954 are for Payment.

Building Records

Variable Segments for Benefits

- Determine whether reporting Event or Sweep
  - Event = this is why you are filing the report (Initial Payments, Return to work, Change)
  - Sweep = compilation or cumulative list of all payments to date included in addition to the event being reported.
- Maintenance Type Code (DN0002) in R22 record
  - Event = same value as MTC in A49 record
  - Sweep = spaces

Sweep reporting within an Event (CB) Example

DN	Data Element	Sweep Benefit	Event Benefit	Event Benefit
0085	Benefit Type Code	Temporary Total	Temporary Partial	Permanent Partial Scheduled
0002	Maintenance Type Code	N/A	CB	CB
0174	Gross Weekly Amount	N/A	$350.00	$350.00
0175	Gross Weekly Amount Effective Date	N/A	September 6, 2012	October 17, 2012
0087	Net Weekly Amount	N/A	$350.00	$350.00
0211	Net Weekly Amount Effective Date	N/A	September 6, 2012	October 17, 2012
0088	Benefit Period Start Date	August 2, 2012	September 6, 2012	October 17, 2012
0089	Benefit Period Through Date	September 5, 2012	October 16, 2012	October 23, 2012
0090	Benefit Type Claim Weeks	5	5	1
0091	Benefit Type Claim Days	0	4	0
0086	Benefit Type Amount Paid	$3,500.00	$2,030.00	$350.00
0192	Benefit Payment Issue Date	N/A	October 23, 2012	October 23, 2012

Building Records

Header Record

- Transaction Set ID (DN0001) = HD1
- Sender ID (DN0098) must use the Sender FEIN and Postal Code of the Claim Administrator or Insurer given for Trading Partner Registration
  - **Vendor Notes:** Use Client's values.
    Submit Clients in separate files.
- Receiver ID (DN0099) = 146013200 122410019 which is WCB's FEIN and Postal Code separated by 7 spaces

Building Records

Header Record

- Date Transmission Sent (DN0100) and Time Transmission Sent (DN0101) must be within 7 calendar days of when the file will be uploaded
- Original Transmission Date (DN0102) = spaces
- Original Transmission Time (DN0103) = spaces
- Test/Production Code (DN0104) = P for Production or T for Test
- Interchange Version ID (DN0105) = 14830 for FROI or A4930 for SROI

Building Records

Trailer Record

- Transaction Set ID (DN0001) = TR2
- Detail Record Count (DN0106) = number of 148 and R21 records (for FROI File) or A49 and R22 records (for SROI File)
- Transaction Count (DN0191) = half of Detail Record Count (DN0106)

Note: Trailer record is required so that WCB can verify that DN0106 and DN0191 matches what was sent in the data file

Questions?

Data File Name

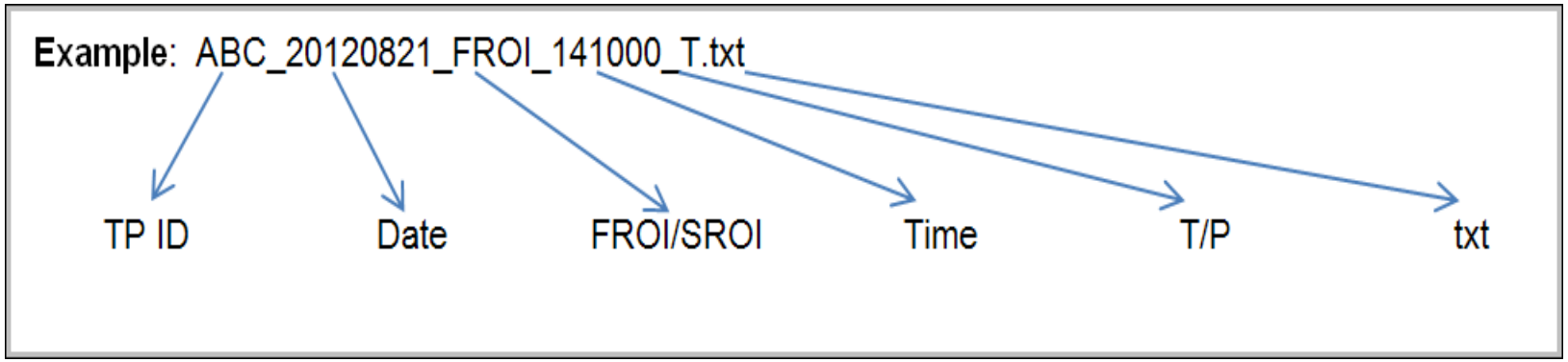
Data File Name Structure

TP ID + _ + Date + _ + FROI/SROI + _ + Time + _ + T/P +.txt

1. **TP ID** Trading Partner ID assigned by WCB.
2. **_** Use underscore as node separator for readability.
3. **Date** Date (in the format of CCYYMMDD) for this data file.
4. **FROI/SROI** "FROI" or "SROI" to indicate the type of transactions in the data file.
5. **Time** Time (in the format of HHMMSS) for this data file.
6. **T/P** "T“ for test data file or “P” for production data file.
7. **txt** The data file must be a standard ANSI/UNICODE text file with a file extension of ".txt".

Data File Name

Example: ABC_20120821_FROI_141000_T.txt



Data File Processing

Submitters uploading

- Only by WCB sFTP account
  - Created as part of Trading Partner Registration
  - Planned maintenance for WCB sFTP server listed on www.wcb.ny.gov/availability/availability.jsp
- Separate sub-directories for test and production
  - **/eClaims/Test/Data-Files/**
  - **/eClaims/Production/Data-Files/**
- FROI and SROI in separate data files
- Multiple data files allowed

Data File Processing

WCB processing cutoff times

- **6:00 pm** EST/EDT on **Thursdays** and **8:00 pm** EST/EDT on other **week** days
  - Monday through Friday, including holidays
  - Files uploaded after cutoff time will be processed the next week day
    - For example, file uploaded at 10:00 pm Friday will be processed Monday night (even if Monday is a holiday)
- Transactions considered received on **calendar** day when upload completes
  - If transaction accepted, then also considered duly filed

Data File Processing

WCB processing

- Submitter's files processed alphabetically by name
  - File name: **TP ID + _ + Date + _ + FROI/SROI + _ + Time + _ + T/P + .txt**
  - Date formatted as CCYYMMDD so that yesterday's files processed before today's files
  - For a Date, FROI Files processed before SROI Files
  - Time formatted as HHMMSS so that earlier files from a Date processed before later files on same Date
- Transactions processed in order within data file
- Acknowledgment file created for every data file

Data File Processing

Submitters downloading

- Acknowledgment Files should be available the next **week** day by **9:00 am** EST/EDT
  - For example, data file uploaded at 10:00 pm Thursday should have its Acknowledgment File available by 9:00 am Monday
- Separate sub-directories for test and production
  - **/eClaims/Test/Acknowledgment/**
  - **/eClaims/Production/Acknowledgment/**
- Delete Acknowledgment Files after reviewed

Acknowledgments

Acknowledgment File Matching

- Match to data file based upon file names
- Acknowledgment File will have same name except that _ACK added after the T/P node
  - For example, data file of ABC_20120821_FROI_141000_T.txt would have an Acknowledgment File of ABC_20120821_FROI_141000_T_ACK.txt

Acknowledgments

Acknowledgment File Matching

- First record is Header (HD1) created as:

DN	Data Element	Data File	Acknowledgment File
0098	Sender ID	Sender's value	
0099	Receiver ID	WCB's value	
0100	Date Transmission Sent	CCYYMMDD	Date created by WCB
0101	Time Transmission Sent	HHMMSS	Time created by WCB
0102	Original Transmission Date	Spaces	
0103	Original Transmission Time	Spaces	
0104	Test/Production Code	T or P	
0105	Interchange Version ID	14830 or A4930	AKC30

- Verify CCYYMMDD and HHMMSS values shown above

Acknowledgments

Acknowledgment File Review

- Last record is Trailer (TR2)
  - Detail Record Count (DN0106) = Transaction Count(DN0191)
- Acknowledgment records between HD1 and TR2
  - Application Acknowledgment Code (DN0111)
    - HD (Batch Rejected)
      - Only record for when whole file rejected
    - TA (Transaction Accepted) or TR (Transaction Rejected)
      - One record per FROI/SROI Transaction sent

Note: Not using TE (Transaction Accepted with Error) and TN (Transaction Rejected by Service Provider)

Acknowledgments

- AKC's Flat File Record Layout

DN	AKC Data Elements	Format	Length	Beg	End
0001	Transaction Set ID	A/N	3	1	3
0107	Record Sequence Number	N	9	4	12
0108	Date Processed	DATE	8	13	20
0109	Time Processed	TIME	6	21	26
0006	Insurer FEIN	A/N	9	27	35
0014	Claim Administrator Postal Code	A/N	9	36	44
0187	Claim Administrator FEIN	A/N	9	45	53
0110	Acknowledgment Transaction Set ID	A/N	3	54	56
0111	Application Acknowledgment Code	A/N	2	57	58
0026	Insured Report Number	A/N	25	59	83
0015	Claim Administrator Claim Number	A/N	25	84	108
0005	Jurisdiction Claim Number	A/N	25	109	133
0002	Maintenance Type Code (From Original Transaction)	A/N	2	134	135
0003	Maintenance Type Code Date (From Original Transaction)	DATE	8	136	143
0112	Request Code	A/N	3	144	146
0113	Free Form Text	A/N	60	147	206
0114	Number of Errors	N	2	207	208
0295	Maintenance Type Correction Code	A/N	2	209	210
0296	Maintenance Type Correction Code Date	DATE	8	211	218
0186	Jurisdiction Branch Office Code	A/N	2	219	220
0200	Claim Administrator Alternate Postal Code	A/N	9	221	229
n/a	Filler - Future Defined Usage	A/N	19	230	248
	Variable Segments				
	Error Segments occurs Number of Error Times	**Occ 99**			
0115	Element Number	A/N	4	1	4
0116	Element Error Number	A/N	3	5	7
0117	Variable Segment Number	N	2	8	9
0291	Element Error Text	A/N	50	10	59

Acknowledgments

Whole File Rejected (DN0111 = HD)

- Review error(s) in Variable Segment(s) to determine action to be taken to resolve
- Element Number (DN0115) of 0000 is for Entire Batch
- WCB cannot display transactions since not even loaded

Notes:

- Should be resolved during testing
- Needs to be resolved as soon as possible
- **No other files from that Submitter for that Trading Partner ID will be processed until resolved**

Acknowledgments

Acknowledgment Record Matching

- Records in same order as sent in data file
- Record Sequence Number (DN0107)

FROI FILE

HD1	Header
148	Record #1
R21	Record #2
148	Record #3
R21	Record #4
TR2	Trailer

ACKNOWLEDGMENT FILE

HD1	Header
AKC	DN0107 = 1
AKC	DN0107 = 3
TR2	Trailer

Note: DN0107 values will be all the odd numbers since always first record of the transaction.

Acknowledgments

Acknowledgment Record Matching

- Verify these Data Element values:

DN0002	Maintenance Type Code
DN0003	Maintenance Type Code Date
DN0006	Insurer FEIN
DN0014	Claim Administrator Postal Code
DN0015	Claim Administrator Claim Number
DN0026	Insured Report Number
DN0187	Claim Administrator FEIN

Acknowledgments

Transaction Accepted (DN0111 = TA)

- No errors in Variable Segments to review
- Review Jurisdiction Claim Number (DN0005)
  - **JCN returned can be different from transaction's JCN**
    - WCB cancel and combine Cases together
    - WCB sends out paper notice when that occurs
    - Which is why not listed as Data Element to verify for matching
  - Free Form Text (DN0113) will state when the JCN is different
  - **Use latest JCN on all future reporting** (both EDI and paper)
- Only accepted transactions added to WCB Case Folder

Acknowledgments

Transaction Rejected (DN0111 = TR)

- Review error(s) in Variable Segment(s) to determine action to be taken to resolve
- Transaction **not** added to WCB Case Folder
- Transaction needs to be resent with same Maintenance Type Code (DN0002) unless …
  - Duplicate transaction
  - Wrong MTC sent

Acknowledgments

Reviewing Errors (for DN0111 of HD or TR)

- For each **Number of Errors (DN0114)**, up to 99, check the variable segment for the details about the error:
  - Element Number (DN0115) is the Data Element the error is on
  - Element Error Number (DN0116) is from DN-Error Message
  - Variable Segment Number (DN0117) is the variable segment number with DN0115 on it that had this error occur on it (otherwise 0 for errors on non-variable segments)
  - Element Error Text (DN0291) has any WCB specific error text to help explain why the error occurred. **Note** that only 50 positions, so abbreviations are used sometimes.

Legacy

Legacy claims reporting

- See Section 4.6 of eClaims Implementation Guide
  - Links to "New York Legacy Claims Transition to EDI"
- Legacy claim is when WCB Case ID assigned prior to Insurer's eClaims implementation date
- When first reportable event occurs, FROI-UR must be sent instead of FROI-00/AQ/AU
- JCN (DN0005) is mandatory on FROI-UR
- WCB provides file(s) of Legacy claims to Trading Partner

Legacy

NYS eClaims Workers' Compensation Board

Legacy claims file

- Tab delimited
- Fields are:

CIS Description	CIS Length	IA's Description	IA's DN #	Notes
1. WCB's Case ID	8	Jurisdiction Claim Number	DN0005	
2. Claimant's First Name	20	Employee First Name	DN0044	
3. Claimant's Middle Initial/Name	30	Employee Middle Initial/Name	DN0045	When exists.
4. Claimant's Last Name	20	Employee Last Name	DN0043	
5. Claimant's Title	5	Employee Last Name Suffix	DN0255	When exists.
6. Claimant's SSN	9	Employee SSN	DN0042	When exists.
7. Claimant's Date of Birth	10	Employee Date of Birth	DN0052	When exists, in [m]m/[d]d/yyyy format.
8. Accident Date's Year	4	Date of Injury's Year	DN0031	When exists, in yyyy format.
9. Accident Date's Month	2	Date of Injury's Month	DN0031	When exists, in [m]m format.
10. Accident Date's Day	2	Date of Injury's Day	DN0031	When exists, in [d]d format.
11. Carrier Case ID	20	Claim Administrator Claim Number	DN0015	When Carrier W# is the Primary Insurer. This value is what exists in CIS. It may or may not be Carrier's or Claim Administrator's.
12. Carrier W#	7			
13. Carrier Name	30	Insurer Name	DN0007	
14. Primary Insurer Indicator	1			When Carrier W# is the Primary Insurer, then "Y" for yes, otherwise "N" for no
15. Case Open Indicator	1			If WCB has decided to take no further action, then this value is "N" for no; otherwise, "Y" for yes

Testing

Testing process

- See Section 3.6 of eClaims Implementation Guide
- Test completely separate from production
  - FROI-00 should be sent without JCN (DN0005)
- First three tests are mandatory
  - All Maintenance Type Code (DN0002) that WCB accepts
- Last test depends on the Submitter
- Test needs 90% acceptance rate before next test
- Once testing completed, WCB will work with Submitter and Sender to decide the eClaims implementation date for production

Wrap-Up

Download

- eClaims Implementation Guide and other information about eClaims at

www.wcb.ny.gov/content/ebiz/eclaims/eclaims_overview.jsp

- IAIABC EDI Claims Release 3 Implementation Guide at www.iaiabc.org
  - WCB cannot provide due to copyrights

Questions/Comments?

Contact us

eclaims@wcb.ny.gov

Note: Some material in this course was taken from the IAIABC Claims EDI Release 3.0 information found at www.iaiabc.org