

**Blue Cross and Blue Shield of Oklahoma
Trading Partner Agreement Companion Document**

834, Benefit Enrollment and Maintenance – The Health Insurance Portability and Accountability Act (HIPAA) requires that as covered entities, health insurance payers comply with the Electronic Data Interchange (EDI) standards for health care as established by the Secretary of Health and Human Services. The ANSI X1N Implementation Guides have been established as the standards of compliance for electronic transactions. The implementation guides for each transaction are available electronically at www.wpc-edi.com. The items within this document are for clarification and are a companion to the execution of the Trading Partner Agreement. The information in this document is subject to change. This companion document supplements, but does not contradict any requirements in the ANSI X12N implementation guides.

Item No.	Loop ID – Segment Description and Element Name	Ref Desc	HIPAA Page	Plan Preferences
1.	General Batch Transaction Processing			Initial batch processing will begin no later than one business day after receiving the HIPAA 834 transaction.
2.	Envelopes – Multiple Transactions within an Interchange	ISA, GS, GE, IEA	B.8 – B.9	BCBSOK will accept only one HIPAA transaction type for each Batch ID (BID) assigned. Multiple types of HIPAA versions/releases sent to the same Batch ID (BID) will be rejected.
3.	Envelopes – Envelope Segments	ISA, GS, ST, SE, GE, IEA	B.3 – B.10	BCBSOK will edit data submitted within the envelope segments (ISA, GS, ST, SE, GE, and IEA) beyond the requirements defined in the Institutional Implementation Guide.
4.	Interchange Control Header Authorization Information Qualifier	ISA01	B.3	'00'
5.	Interchange Control Header Authorization Information	ISA02	B.3	Spaces
6.	Interchange Control Header Security Information Qualifier	ISA03	B.4	'00'
7.	Interchange Control Header Security Information	ISA04	B.4	Spaces
8.	Interchange Control Header Interchange ID Qualifier	ISA05	B.4	'30'
9.	Interchange Control Header Interchange Sender ID	ISA06	B.4	Submitter's Tax ID number (9 Digits, No leading zero)
10.	Interchange Control header Interchange ID Qualifier	ISA07	B.4	'30'
11.	Interchange Control Header Interchange Receiver ID	ISA08	B.5	'730266607' (BCBSOK Tax ID number, no leading zero)
12.	Functional Group Header Application Sender's Code	GS02	B.8	Same value as for ISA06
13.	Functional Group Header Application Receiver's Code	GS03	B.8	Same value as for ISA08
14.	Header - Beginning Segment Segment: required. Element: required	BGN08	31	BCBSOK will accept periodic audit files. This will only be used for the purpose of getting the databases in synch. It will not be used for the purpose of member maintenance.
15.	Header – Transaction Set Policy Number Reference Identification (Master Policy Number). Segment: situational. Element: required.	REF02	32	Use BCBSOK assigned Insured Group number.

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16.	Header – File Effective Date Segment: situational .	DTP03	34	Not needed for BCBSOK.
17.	1000A – Sponsor Name Identification Code Qualifier (Sponsor Identifier). Segment: required. Element: required.	N103, N104	36	Use code “FI” (Federal Taxpayer ID) until the HIPAA Employer Identifier is mandated, then use “ZZ” (HIPAA Employer Identifier). BCBSOK requests notification of initial or changed field values prior to receiving an enrollment transaction.
18.	1000B – Payer/Insurer Identification Code Qualifier (Insurer Identification Code). Segment: required. Element required.	N103, N104	38	Use code “FI” (Federal Taxpayer ID) until the National Plan ID is mandated, then use “XV” (National Plan ID).
19.	1000C – TPA/Broker Name Identification Code Qualifier (TPA/Broker Identification Code). Segment: situational. Element: required.	N103, N104	40	This Loop is not needed by BCBSOK.
20.	2000 – Member Level Detail Individual Relationship Code. Segment: required. Element: required.	INS02	44	BCBSOK will process the following relationship codes: 01, 09, 17, 18, 19, 23 and 31. 10 and 53 will be used for ASO only.
21.	2000 – Member Level Detail Maintenance Type Code. Segment required. Element: required.	INS03	45	A code of "030" will be accepted periodically for the purposes of auditing the databases.
22.	2000 – Member Level Detail Maintenance Reason Code. Segment: required. Element: situational.	INS04	46	BCBSOK requests to receive this information if available to the sponsor. We cannot process a code of 27. A code of 37, 38 and 39 will be used for ASO groups only. All other codes are O.K.
23.	2000 – Member Level Detail COBRA Qualifying Event Code. Segment: required. Element: situational	INS07	48	BCBSOK cannot process a code of 8.
24.	2000 – Member Level Detail Employment Status Code. Segment: required. Element: situational.	INS08	49	A code of L1 will apply to ASO groups only.
25.	2000 – Member Level Detail Student Status Code. Segment: required. Element: situational.	INS09	49	BCBSOK requests to receive this information if available to the sponsor.
26.	2000 – Member Level Detail Insured Individual Death Date. Segment: required. Element: situational	INS12	50	BCBSOK requests to receive this information if available to the sponsor.
27.	2000 – Subscriber Number Reference Identification (Subscriber Identifier). Segment: required. Element: required.	REF02	52	Use subscriber SSN if available to the sponsor. Until the HIPAA Identifier becomes available.

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28.	2000 – Member Policy Number Reference Identification (Insured Group or Policy Number). Segment: situational. Element: required.	REF02	53	Use BCBSOK assigned Insured Group number.
29.	2000 – Member Identification Number Reference Identification Qualifier (Subscriber Supplemental Identifier). Segment: situational. Element: required.	REF01	55	Codes used by BCBSOK are “DX” (Department/Agency Number) , “F6” (Health Insurance Claim (HIC) Number), “6O” (Surviving Spouse cross reference number), “Q4” (Prior Identifier Number) and “ZZ” (Mutually Defined).
30.	2000 - Prior Coverage Months Prior Coverage Month Count. Segment: situational. Element: required	REF02	58	BCBSOK requests to receive this information if available to the sponsor.
31.	2000 - Member Level Dates Date/Time Qualifier. Segment: situational. Element: required.	DTP01	59	BCBSOK needs to receive the following dates as they apply to the situation: 286, 296, 297, 300, 301, 303, 336, 337, 338, 339, 340, 341, 350, 351, 356, 357, 394, 473, 474
32.	2100A – Member Name Identification Code (Subscriber Identifier). Segment: required. Element: situational	NM108, NM109	63	Use subscriber SSN if available to the sponsor. Until the HIPAA Identifier becomes available.
33.	2100A – Member Communications Numbers Communication Number Qualifier. Segment: situational. Element: required.	PER03, PER05, PER07	65, 66	BCBSOK will not use “EM” (Electronic Mail) or “FX” (Facsimile) for communication with the member.
34.	2100A – Member Residence Street Address Address Information (Subscriber Address Line). Segment: situational. Element: required.	N3	67	The U.S. Postal Service, www.usps.com , prefers to omit all punctuation and use USPS approved abbreviations whenever possible. BCBSOK doesn’t store punctuation in any addresses.
35.	2100A – Member Residence City, State, Zip Code City Name, State, Postal Code (Subscriber). Segment: situational. Elements: required.	N4	68, 69	The U.S. Postal Service, www.usps.com , prefers to omit all punctuation, except the hyphen in the ZIP+4 code, and use USPS standard abbreviations whenever possible. BCBSOK doesn’t store punctuation in any addresses.
36.	2100A – Member Demographics Gender Code. Segment: situational. Element: required.	DMG03	71	Code “U” (Unknown) will be reported as an error and the sponsor will be contacted.
37.	2100A – Member Demographics Marital Status Code. Segment: situational. Element: situational.	DMG04	71	BCBSOK requests to receive the marital status code if available to the sponsor. A code of R or U should not be used.
38.	2100A – Member Income Quantity (Work Hours Count). Segment: situational. Element: situational.	ICM03	74	BCBSOK requests the work hours count to be sent if available to the sponsor. We would like to receive a weekly hour total.
39.	2001A – Member Policy Amounts Segment: situational.	AMT02	75	“D2” (Deductible Amount) may be used for some employer groups.
40.	2100D – Member Employer Segment: situational.	NM1	90	BCBSOK requests to receive the member employer if available to the sponsor.

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41.	2100D – Member Communications Numbers Communication Number Qualifier. Segment: situational. Element: required.	PER03, PER04, PER05	93, 94	BCBSOK will not use “EM” (Electronic Mail) or “FX” (Facsimile) for communication with the member.
42.	2100D – Member Employer Street Address Address Information (Insured Employer Address Line). Segment: situational. Element: required.	N3	95	The U.S. Postal Service, www.usps.com , prefers to omit all punctuation and use USPS approved abbreviations whenever possible. BCBSOK doesn’t store punctuation in any addresses.
43.	2100D – Member Employer City, State, Zip Code City Name, State, Postal Code (Insured Employer). Segment: situational. Elements: required.	N4	96, 97	The U.S. Postal Service, www.usps.com , prefers to omit all punctuation, except the hyphen in the ZIP+4 code, and use USPS standard abbreviations whenever possible. BCBSOK doesn’t store punctuation in any addresses.
44.	2100E – Member School Segment: situational.	NM103	98	BCBSOK requests to receive the member school information if available to the sponsor.
45.	2100E – Member School City, State, Zip Code City Name, State, Postal Code (School). Segment: situational. Elements: required.	N4	104, 105	The U.S. Postal Service, www.usps.com , prefers to omit all punctuation, except the hyphen in the ZIP+4 code, and use USPS standard abbreviations whenever possible. BCBSOK doesn’t store punctuation in any addresses. BCBSOK needs this information if it is available.
46.	2100F – Custodial Parent Communications Numbers Communication Number Qualifier. Segment: situational. Element: required.	PER03, PER04, PER05	110, 111	BCBSOK will not use “EM” (Electronic Mail) or “FX” (Facsimile) for communication with the member.
47.	2100F – Custodial Parent Street Address Address Information (Custodial Parent Address Line). Segment: situational. Element: required.	N3	112	The U.S. Postal Service, www.usps.com , prefers to omit all punctuation and use USPS approved abbreviations whenever possible. BCBSOK doesn’t store punctuation in any addresses.
48.	2100F – Custodial parent City, State, Zip Code City Name, State, Postal Code (Custodial Parent). Segment: situational. Elements: required.	N4	113, 114	The U.S. Postal Service, www.usps.com , prefers to omit all punctuation, except the hyphen in the ZIP+4 code, and use USPS standard abbreviations whenever possible. BCBSOK doesn’t store punctuation in any addresses.
49.	2100G – Responsible Person Communications Numbers Communication Number Qualifier. Segment: situational. Element: required.	PER03, PER04, PER05	119, 120	BCBSOK will not use “EM” (Electronic Mail) or “FX” (Facsimile) for communication with the member.
50.	2100G – Responsible Person Street Address Address Information (Responsible Person Address Line). Segment: situational. Element: required.	N3	121	The U.S. Postal Service, www.usps.com , prefers to omit all punctuation and use USPS approved abbreviations whenever possible. BCBSOK doesn’t store punctuation in any addresses.
51.	2100G – Responsible Person City, State, Zip Code City Name, State, Postal Code (Responsible Person). Segment: situational. Elements: required	N4	122, 123	The U.S. Postal Service, www.usps.com , prefers to omit all punctuation, except the hyphen in the ZIP+4 code, and use USPS standard abbreviations whenever possible. BCBSOK doesn’t store punctuation in any addresses.
52.	2200 - Disability Information Disability Type Code. Segment: situational. Element: required	DSB01	124	BCBSOK would like to receive this information if it is available.

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53.	2200 - Disability Information Diagnosis Code. Segment: situational. Element: required.	DSB08	125	BCBSOK would like to receive this information if it is available.
54.	2200 - Disability Eligibility Dates Disability Begin and End Dates. Segment: situational. Element: required.	DTP03	127	BCBSOK would like to receive this information if it is available and the situation applies.
55.	2300 – Health Coverage Maintenance Type Code. Segment: situational. Element: required.	HD01	128	BCBSOK cannot process a code of "032".
56.	2300 – Health Coverage Insurance Line Code. Segment: situational. Element: required.	HD03	129	All codes not to be underwritten by BCBSOK will be reported as errors and the sponsor will be contacted. The following codes will be accepted by BCBSOK: "DEN", "HE", "HLT", "HMO", "PDG" & "VIS"
57.	2300 – Health Coverage Coverage Level Code. Segment: situational. Element: situational.	HD05	130	BCBSOK underwriting guidelines require that a coverage level code be submitted with the transaction.
58.	2300 – Identification Card Segment: situational	IDC	137	BCBSOK automatically produces an ID card when a new subscriber is added. We will process a request for a replacement card.
59.	2310 – Provider Name Entity Identifier Code. Segment: required. Element: required.	NM101	141	BCBSOK requests to only receive a code of "P3".
60.	2310 – Provider Name Identification Code (Provider Identifier). Segment: required. Element: situational.	NM108, NM109	142	Use code "SV" (Service Provider identification Number) until the HIPAA Employer Identifier is mandated, then use "XX" (HCFA National Provider Identifier).
61.	2310 - Provider City, State, Zip Code	N4	143	BCBSOK would like to receive this information if it is available.
62.	2320 – Coordination of Benefits Segment: situational. Element: required.	COB	150	BCBSOK requests receipt of the coordination of benefits if available to the sponsor.