



## **837 Companion Guide**

**Refers to the Implementation Guides based on the HIPAA Transaction ASC X12N. Standards for Electronic Data Interchange X12N/005010x222 Health Care Claim: Professional (837P) and ASC X12N/005010x223 Health Care Claim: Institutional (837I)**

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## Overview

The Companion Guide provides MHS trading partners with guidelines for submitting the ASC X12N/005010x222 Health Care Claim: Professional (837P) and ASC X12N/005010x223 Health Care Claim: Institutional (837I). The MHS Companion Guide documents any assumptions, conventions, or data issues that may be specific to MHS business processes when implementing the HIPAA ASC X12N 5010A Technical Reports Type 3 (TR3). As such, this Companion Guide is unique to MHS and its affiliates.

This document does NOT replace the HIPAA ASC X12N 5010A Technical Reports Type 3 (TR3) for electronic transactions, nor does it attempt to amend any of the rules therein or impose any mandates on any trading partners of MHS. This document provides information on MHS- specific code handling and situation handling that is within the parameters of the HIPAA administrative Simplification rules. Readers of this Companion Guide should be acquainted with the HIPAA Technical Reports Type 3, their structure and content. Information contained within the HIPAA TR3s has not been repeated here although the TR3s have been referenced when necessary. The HIPAA ASC X12N 5010A Technical Reports Type 3 (TR3) can be purchased at <http://store.x12.org>.

The Companion Guide provides supplemental information to the Trading Partner Agreement (TPA) that exists between MHS and its trading partners. Refer to the TPA for guidelines pertaining to MHS legal conditions surrounding the implementations of EDI transactions and code sets. Refer to the Companion Guide for information on MHS business rules or technical requirements regarding the implementation of HIPAA compliant EDI transactions and code sets.

Nothing contained in this guide is intended to amend, revoke, contradict, or otherwise alter the terms and conditions of the Trading Partner Agreement. **If there is an inconsistency with the terms of this guide and the terms of the Trading Partner Agreement, the terms of the Trading Partner Agreement shall govern.**

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## Rules of Exchange

The Rules of Exchange section details the responsibilities of trading partners in submitting or receiving electronic transactions with MHS.

## Transmission Confirmation

Transmission confirmation may be received through one of two possible transactions: the ASC X12C/005010X231 Implementation Acknowledgment For Health Care Insurance (TA1, 999). A TA1 Acknowledgement is used at the ISA level of the transmission envelope structure, to confirm a positive transmission or indicate an error at the ISA level of the transmission. The 999 Acknowledgement may be used to verify a successful transmission or to indicate various types of errors.

## Transmission Confirmation cont.

Confirmations of transmissions, in the form of TA1 or 999 transactions, should be received within 24 hours of batch submissions, and usually sooner. Senders of transmissions should check for confirmations within this time frame.

## Batch Matching

Senders of batch transmissions should note that transactions are unbundled during processing, and rebundled so that the original bundle is not replicated. Trace numbers or patient account numbers should be used for batch matching or batch balancing.

## TA1 Interchange Acknowledgement

The TA1 Interchange Acknowledgement provides senders a positive or negative confirmation of the transmission of the ISA/IEA Interchange Control.

## 999 Functional Acknowledgement

The 999 Functional Acknowledgement reports on all Implementation Guide edits from the Functional Group and transaction Sets.

## 277CA Health Care Claim Acknowledgement

The X12N005010X214 Health Care Claim Acknowledgment (277CA) provides a more detailed explanation of the transaction set. MHS also provides the Pre-Adjudication rejection reason of the claim within the STC12 segment of the 2220D loop. **NOTE: The STC03 – Action Code will only be a “U” if the claim failed on HIPAA validation errors, NOT Pre-Adjudication errors.**

## Duplicate Batch Check

To ensure that duplicate transmissions have not been sent, MHS checks five values within the ISA for redundancy:

- ISA06, ISA08, ISA09, ISA10, ISA13

Collectively, these numbers should be unique for each transmission. A duplicate ISA/IEA receives a TA1 response of “025” (Duplicate Interchange Control Number).

## Duplicate Batch Check cont.

To ensure that Transaction Sets (ST/SE) have not been duplicated within a transmission, MHS checks the ST02 value (Transaction Set Control Number), which should be a unique ST02 within the Functional Group transmitted.

**Note: ISA08 & GS03 could also be the Single Payer ID**

## Claims Processing

### Acknowledgements

Senders receive four types of acknowledgement transactions: the TA1 transaction to acknowledge the Interchange Control Envelope (ISA/IEA) of a transaction, the 999 transaction to acknowledge the Functional Group (GS/GE) and Transaction Set (ST/SE), the 277CA transaction to acknowledge health care claims, and the MHS Audit Report. At the claim level of a transaction, the only acknowledgement of receipt is the return of the Claim Audit Report and/or a 277CA.

### Coordination of Benefits (COB) Processing

To ensure the proper processing of claims requiring coordination of benefits, MHS recommends that providers validate the patient's Membership Number and supplementary or primary carrier information for every claim.

### Code Sets

Only standard codes, valid at the time of the date(s) of service, should be used.

### Corrections and Reversals

The 837 defines what values submitters must use to signal payers that the Inbound 837 contains a reversal or correction to a claim that has previously been submitted for processing. For both Professional and Institutional 837 claims, 2300 CLM05-3 (Claim Frequency Code) must contain a value for the National UB Data Element Specification Type List Type of Bill Position 3.

### Data Format/Content

MHS accepts all compliant data elements on the 837 Professional Claim. The following points outline consistent data format and content issues that should be followed for submission.

### Dates

The following statements apply to any dates within an 837 transaction:

- All dates should be formatted according to Year 2000 compliance, CCYYMMDD, except for ISA segments where the date format is YYMMDD.
- The only values acceptable for "CC" (century) within birthdates are 18, 19, or 20.
- Dates that include hours should use the following format: CCYYMMDDHHMM.
- Use Military format, or numbers from 0 to 23, to indicate hours. For example, an admission date of 201006262115 defines the date and time of June 26, 2010 at 9:15 PM.

- No spaces or character delimiters should be used in presenting dates or times.
- Dates that are logically invalid (e.g. 20011301) are rejected.
- Dates must be valid within the context of the transaction. For example, a patient's birth date cannot be after the patient's service date.

### **Decimals**

All percentages should be presented in decimal format. For example, a 12.5% value should be presented as .125.

Dollar amounts should be presented with decimals to indicate portions of a dollar; however, no more than two positions should follow the decimal point. Dollar amounts containing more than two positions after the decimal point are rejected.

### **Monetary and Unit Amount Values**

MHS accepts all compliant data elements on the 837 Professional Claim; however, monetary or unit amount values that are in negative numbers are rejected.

### **Delimiters**

Delimiters are characters used to separate data elements within a data string. Delimiters suggested for use by MHS are specified in the Interchange Header segment (the ISA level) of a transmission; these include the tilde (~) for segment separation, the asterisk (\*) for element separation, and the colon (:) for component separation.

### **Phone Numbers**

Phone numbers should be presented as contiguous number strings, without dashes or parenthesis markers. For example, the phone number (336) 555-1212 should be presented as 3365551212. Area codes should always be included. MHS requires the phone number to be AAABBBCCCC where AAA is the Area code, BBB is the telephone number prefix, and CCCC is the telephone number.

### **Additional Items**

- MHS will not accept more than 97 service lines per UB-04 claim.
- MHS will not accept more than 50 service lines per CMS 1500 claim.
- MHS will only accept single digit diagnosis pointers in the SV107 of the 837P.
- The Value Added Network Trace Number (2300-REF02) is limited to 30 characters.

## Identification Codes and Numbers

### General Identifiers

#### **Federal Tax Identifiers**

Any Federal Tax Identifier (Employer ID or Social Security Number) used in a transmission should omit dashes or hyphens. MHS sends and receives only numeric values for all tax identifiers.

#### **Sender Identifier**

The Sender Identifier is presented at the Interchange Control (ISA06) of a transmission. MHS expects to see the sender's Federal Tax Identifier (ISA05, qualifier 30) for this value. In special circumstances, MHS will accept a "Mutually Defined" (ZZ) value. Senders wishing to submit a ZZ value must confirm this identifier with MHS EDI.

#### **Payer Identifier**

Single Payer IDs are used for all Health Plans. Please verify directly with the Health Plan and/or Clearinghouse the Payer ID that should be used or contact the EDI Support Desk at 800 225 2573 X6075525 or EDIBA@centene.com.

<b><i>Plan</i></b>	<b><i>Receiver ID</i></b>	<b><i>Payer ID</i></b>
<b><i>All</i></b>	<b><i>ISA08/GS03 837P/837I</i></b>	<b><i>NMN109 when NM101 = PR</i></b>
Medical	68069	68069
Behavioral Health/CBH	68068	68068
Centurion	42140	42140

### Provider Identifiers

#### **National Provider Identifiers (NPI)**

HIPAA regulation mandates that providers use their NPI for electronic claims submission. The NPI is used at the record level of HIPAA transactions; for 837 claims, it is placed in the 2010AA loop. See the 837 Professional Data Element table for specific instructions about where to place the NPI within the 837 Professional file. The table also clarifies what other elements must be submitted when the NPI is used.

### **Billing Provider**

The Billing Provider Primary Identifier should be the group/organization ID of the billing entity, filed only at 2010AA. This will be a Type 2 (Group) NPI unless the Billing provider is a sole proprietor and processes all claims and remittances with a Type 1 (Individual) NPI.

### **Rendering Provider**

When providers perform services for a subscriber/patient, the service will need to be reported in the Rendering Provider Loop (2310B or 2420A) You should only use 2420A when it is different than Loop 2310B/NM1\*82.

### **Referring Provider**

MHS has no specific requirements for Referring Provider information.

### **Atypical Provider**

Atypical providers are not always assigned an NPI number, however, if an Atypical provider has been assigned an NPI, then they need to follow the same requirements as a medical provider. An Atypical provider which provides non-medical services is not required to have an NPI number (i.e. carpenters, transportation, etc). Existing Atypical providers need only send the Provider Tax ID in the REF segment of the billing provider loop. **NOTE: If an NPI is billed in any part of the claim, it will not follow the Atypical Provider Logic.**

### **Subscriber Identifiers**

Submitters must use the entire identification code as it appears on the **subscriber's card** in the 2010BA element.

### **Claim Identifiers**

MHS issues a claim identification number upon receipt of any submitted claim. The ASC X12 Technical Reports (Type 3) may refer to this number as the Internal Control Number (ICN), Document Control Number (DCN), or the Claim Control Number (CCN). It is provided to senders in the Claim Audit Report and in the CLP segment of an 835 transaction. MHS returns the submitter's Patient Account Number (2300, CLM01) on the Claims Audit Report and the 835 Claim Payment/Advice (CLP01).

## **Connectivity Media for Batch Transactions**

### **Secure File Transfer**

MHS encourages trading partners to consider a secure File Transfer Protocol (FTP) transmission option. MHS offers two options for connectivity via FTP.

- Method A – the trading partner will push transactions to the MHS FTP server and MHS will push outbound transactions to the MHS FTP server.
- Method B – The Trading partner will push transactions to the MHS FTP server and MHS will push outbound transactions to the trading partner's FTP server.

### **Encryption**

MHS offers the following methods of encryption SSH/SFTP, FTPS (Auth TLS), FTP w/PGP, HTTPS (Note this method only applies with connecting to MHS' Secure FTP. MHS does not

support retrieve files automatically via HTTPS from an external source at this time.) If PGP or SSH keys are used they will be shared with the trading partner. These are not required for those connecting via SFTP or HTTPS.

### **Direct Submission**

MHS also offers posting an 837 batch file directly on the Provider Portal website for processing.

### **Edits and Reports**

Incoming claims are reviewed first for HIPAA compliance and then for MHS business rules requirements. The business rules that define these requirements are identified in the 837 Professional Data Element Table below, and are also available as a comprehensive list in the 837 Professional Claims – MHS Business Edits Table. HIPAA TR3 implementation guide errors may be returned on either the TA1 or 999 while MHS business edit errors are returned on the MHS Claims Audit Report.

### **Reporting**

The following table indicates which transaction or report to review for problem data found within the 837 Professional Claim Transaction.

<b>Transaction Structure Level</b>	<b>Type of Error or Problem</b>	<b>Transaction or Report Returned</b>
ISA/IEA Interchange Control		TA1
GS/GE Functional Group ST/SE Segment Detail Segments	HIPAA Implementation Guide violations	999 MHS Claims Audit Report (a proprietary confirmation and error report)
Detail Segments	MHS Business Edits (see audit report rejection reason codes and explanation.)	MHS Claims Audit Report (a proprietary confirmation and error report)
Detail Segments	HIPAA Implementation Guide violations and MHS Business Edits.	277CA

### **277CA/Audit Report Rejection Codes**

Please refer to complete listing of MHS rejection codes located at [mhsindiana.com](http://mhsindiana.com), in the EDI Resources section of Provider Guides.