



# Benefits Administration 834 Guidance Manual

Revised: 01/18/2022

Version 4.0

## Content

Purpose .....	3
File Transmission.....	3
TN State File Characteristics .....	3
Testing Process.....	4
Errors.....	5
Contact information.....	5
State of TN 834 File Format – Tables .....	6
Tables 1 - 7B: Header Information .....	6
<b>Table 1: Interchange Control Header</b> .....	6
<b>Table 2: Functional Group Header</b> .....	6
<b>Table 3: Transaction Set Header</b> .....	7
<b>Table 4: Beginning Segment</b> .....	7
<b>Table 5: DTP – File Effective Date in Header</b> .....	7
<b>Table 6: DTP – File Effective Date in Header</b> .....	7
<b>Table 7A: Header 1000A Loop</b> .....	8
Tables 8A – 8Q: Member Detail .....	8
8A: INS.....	8
8B-8C: <i>REF</i> .....	9
8D-8E: <i>DTP</i> .....	10
8F: <i>NM1</i> .....	10
8G: <i>PER</i> .....	11
8H: <i>N3</i> .....	11
8I: <i>N4</i> .....	11
8J: <i>DMG</i> .....	12
8K: <i>EC</i> .....	12
8L: <i>HLH</i> .....	13
8M: <i>NM1</i> .....	13
8N: <i>N3</i> .....	13
8O: <i>N4</i> .....	14
8P: <i>HD</i> .....	14
8Q: <i>DTP</i> .....	15
Table Notes 8A-8Q <i>File Detail</i> .....	15
Tables 9A – 9C: Trailer Information .....	15
<b>Table 9A: Transaction Set Trailer</b> .....	15

<b>Table 9B: Functional Group Trailer .....</b>	<b>16</b>
<b>Table 9C: Interchange Control Trailer.....</b>	<b>16</b>
<b>Test Scenarios .....</b>	<b>17</b>
Scenario 1 – Use of REF03 and REF04 fields .....	17
Scenario 2 – Two different addresses for the same member.....	18
Scenario 3 – Dependents in the same family sharing same birthdate or name.....	19
Scenario 4 - Changes to demographics.....	21
Scenario 5 - Changes in relationship to head of contract (HOC) .....	22
Scenario 6 - Plan code change .....	23
Scenario 7 - Entire family is terminating coverage .....	24
Scenario 8 - Removing one dependent and remaining family members keep coverage .....	25
Scenario 9 - Death of the head of contract/HOC (medical benefit only).....	27
Scenario 10 - Future-dated benefit end - (potentially present up to four times).....	29
Scenario 11 - Reinstatement of benefits .....	30
Scenario 12 - Member has two active coverages .....	31
Scenario 13 - Employee transfers .....	33
Scenario 14 - Secondary insurance (pharmacy benefit only) .....	35
Scenario 15 - Surviving spouse (medical benefit only) .....	36
Scenario 16 - Dependent only coverage (not applicable for dental).....	37
Scenario 17 - COBRA enrollments.....	38
<b>Appendix .....</b>	<b>39</b>
List # 1: Benefit Program Codes [REF03].....	39
List # 2: Benefit Plan Coverage Codes [HD04] .....	39

## Purpose

The State of Tennessee's Benefits Administration 834 Guidance Manual accompanies the HIPAA ASC X12N 834 (005010X220A1) standard required by the HIPAA Transaction Rules (generally referred to as the "834 file". Even though the State of Tennessee does use an 834 file, you will need to customize your system to process the file's information accurately. This manual contains business practice information, technical information, contact information and key details. The purpose of this manual is to inform you of the unique features found in our 834 file so you can prepare for its processing.

## File Transmission

The 834 files normally generate weekly on Saturdays and they move to the State of TN's server on Sunday mornings at 4am. Occasionally the time the file will be available can temporarily change as a result of holidays or system maintenance or upgrades. If we anticipate a change in the availability of the file, we will notify you via email. The State does not submit files. You will need to retrieve them from the server and you can set up a sweep to pick up the file or retrieve it manually. We will provide you with the *Business Partner Interfaces Quick Start Guide* to help you obtain access to the server. The first production file is ready by the week of Thanksgiving.

## TN State File Characteristics

1. The State has two file servers: one for test environments and one for production. You will need to support both servers. The State requires a separate SSH Key pair for each server. The state can only accept SSH for authentication.
2. The 834 file is a full replacement file every time. We do not send change files in between. Since it is a full population file, one would expect only the latest or most recent plan id or coverage type present on the file. However, the State of TN's files can show dual coverage for the same member so you will need to be able to customize for a member being enrolled in two coverages at the same time. Additional information on this situation is in the testing scenarios section of this manual.
3. The REF03 and the REF04 fields are being used. In the current ASC X12N/005010X220 834 file, these fields are supposed to be empty. These fields contain State of TN specific information which some vendors use to categorize members by benefits group or agency. These fields populated can cause the file to fail compliance on your system. You will need to prepare for this situation.
4. The file can transmit both the home address and the mailing address. If the mailing address is present, it will need to load to your system. If it is not, load the home address.
5. The file will send coverage begin dates prior to the start of your contract with the State of TN if the existing benefit plan codes are used for your product. These dates can go back many years and are not necessarily

the true coverage begin date. The effective date provided will be the date a change in plan or coverage level was last made. Your system will need to be able to accept effective dates that are prior to the start of the contract go live date (usually January 1 of following year).

6. The file will only send a DTP\*348 (effective date) *or* a DTP\*349 (coverage end date) on a record; not both. Benefit coverage end dates (DTP\*349 line) will always be on the file as the 1<sup>st</sup> of a month, however the actual last day of coverage is the day before (last day of the month before). Termination dates can also change. You will need to tailor your system in order to collect the true last day of coverage.
7. Benefit coverage terminations can appear on the file in advance for many weeks or they could only appear once. It will depend on the file maintenance date and the date of the termination. You will need to make sure your system can handle the same terminations appearing in subsequent files (see test scenario #10). Also, if the termination is a date in the past (prior to the maintenance file date) you must be able to capture and load it even though it's at least 30 days in the past. The date will only appear once.
8. The file can have *dependent only* coverage levels for medical plans. The coverage will be associated with the Head of Contract's (HOC) record on the file. You will need to figure out how to "split" the HOC coverage from the dependent coverage on your system since they will be together on the file (see test scenario # 16).
9. The primary identifier on the file is the employee id found on the REF\*OF line of a record instead of the social security number found on the NM1\* line.
10. There is no way to predict the "order" of the member records appearing on the file. For instance, a new coverage entry appears before the termination entry. Or the same member appears more than once on the same file and not necessarily in subsequent order (see test scenario #12).

## Testing Process

Once the contract is signed and your access to the state's SFTP server is set up, we can provide you with a test enrollment file to begin testing. We can provide as many test files as you need. The State has two file servers: one for test environments and one for production. You will need to support both servers. The username will be the same for each server (example: *ebeneadmin*). The State requires a separate SSH Keypair for each. Additionally, the State only requires your public key for each key pair. Password authentication is no longer allowed. The state can only accept SSH for authentication.

Also during testing, make sure you are testing all the scenarios applicable to your file mentioned in the testing scenarios section. We can send you the first test file and then a second test file with these scenarios so you can compare the two files. We can provide some member id numbers to look for in the file that are in these known scenarios. The test files do contain production data, it will not be the most current data but it is production data and will look just like a production file. Be sure to take extra caution and avoid unintentionally loading a test file into your production environment.

## Errors

During testing we can work with you on the types of errors you encounter and help determine which errors are necessary to report back to us after implementation.

## Contact information

The State of TN file team is available Monday – Friday 8:00am to 4:00pm CT

Primary file contacts during testing/implementation:

Alicia Johnson

Ian Harris

(615) 524-1803

(615) 253-1684

[Alicia.M.Johnson@tn.gov](mailto:Alicia.M.Johnson@tn.gov)

[Ian.Harris@tn.gov](mailto:Ian.Harris@tn.gov)

Primary file contacts after implementation:

- [ben.admin.syssup@tn.gov](mailto:ben.admin.syssup@tn.gov) - use this email address for ongoing processing questions, errors, file transmission or connectivity issues
- [Charlotte.Gamache@tn.gov](mailto:Charlotte.Gamache@tn.gov); [Ian.Harris@tn.gov](mailto:Ian.Harris@tn.gov) - Please contact Charlotte and Ian in order to escalate an issue
- [Alicia.M.Johnson@tn.gov](mailto:Alicia.M.Johnson@tn.gov) - Contact Alicia to further escalate an issue or as back up to Charlotte and Ian

## State of TN 834 File Format – Tables

### Tables 1 - 7B: Header Information

Table 1: Interchange Control Header			
Reference Description	Name	Codes	Comments
<b>ISA</b>	Interchange Control Header Segment		
<b>ISA01</b>	Authorization Information Qualifier	00	State of Tennessee will always send 00
<b>ISA02</b>	Authorization Information		Always Blank
<b>ISA03</b>	Security Information Qualifier	00	State of Tennessee will always send 00
<b>ISA04</b>	Security Information		Always Blank
<b>ISA05</b>	Interchange ID Qualifier	ZZ	Mutually Defined
<b>ISA06</b>	Interchange Sender ID	TN01	Internal Partner ID. Will default to TN01 unless otherwise requested.
<b>ISA07</b>	Interchange ID Qualifier	ZZ	Mutually Defined
<b>ISA08</b>	Interchange Receiver ID		Defined by Vendor. If not specified, State of Tennessee will use vendor name.
<b>ISA09</b>	Interchange Date	YYYYMMDD	Date File Generated
<b>ISA10</b>	Interchange Time	HHMM	Time File Generated using 24-hr clock
<b>ISA11</b>	Repetition Separator	^ (Carat)	State of Tennessee will always use a ^
<b>ISA12</b>	Interchange Control Version Number	00501	State of Tennessee will always send 00501
<b>ISA13</b>	Interchange Control Number	Number	Updates sequentially for each file sent
<b>ISA14</b>	Acknowledgement Requested	0	State of Tennessee will always send 0
<b>ISA15</b>	Interchange Usage Indicator	P T	Production Test
<b>ISA16</b>	Component Element Separator	: (Colon)	State of Tennessee will always use a :

Table 2: Functional Group Header			
Reference Description	Name	Codes	Comments
<b>GS</b>	Functional Group Header Segment		
<b>GS01</b>	Functional Identifier Code	BE	State of Tennessee will always send BE
<b>GS02</b>	Application Sender's Code		Defined by Vendor. If not defined, TN01 will be used.
<b>GS03</b>	Application Receiver's Code		Defined by Vendor. If not defined, TN01 will be used.
<b>GS04</b>	Date	CCYYMMDD	Date File Generated
<b>GS05</b>	Time	HHMM	Time File Generated using 24-hr clock
<b>GS06</b>	Group Control Number	1	State of Tennessee will always send 1
<b>GS07</b>	Responsible Agency Code	X	State of Tennessee will always send X
<b>GS08</b>	Accredited Standards Committee X12	005010X220A 1	State of Tennessee will always send 005010X220A1

**Table 3: Transaction Set Header**

Reference Description	Name	Codes	Comments
<b>ST</b>	Transaction Set Header		
<b>ST01</b>	Transaction Set Identifier Code	834	State of Tennessee will always send 834
<b>ST02</b>	Transaction Set Control Number	0001, 0002, 0003, etc.	Sequential segment number. There are multiple segments sent on file. This number indicates which segment is beginning.
<b>ST03</b>	Implementation Convention Reference	005010X220A1	State of Tennessee will always send 005010X220A1.

**Table 4: Beginning Segment**

Reference Description	Name	Codes	Comments
<b>BGN</b>	Beginning Segment		
<b>BGN01</b>	Transaction Set Purpose Code	00	Original - State of Tennessee will always send 00
<b>BGN02</b>	Reference Identification		Code will be ISA08+ISA13+ST02
<b>BGN03</b>	Date	CCYYMMDD	Always CCYYMMDD
<b>BGN04</b>	Time	HHMM	Time File Generated using 24-hr clock
<b>BGN05</b>	Time Code	CS	State of Tennessee will always send CS
<b>BGN06</b>	Reference Identification		Not used
<b>BGN07</b>	Transaction Type Code		Not used
<b>BGN08</b>	Action Code	4	State of Tennessee will always send 4
<b>BGN09</b>	Security Level Code		Not used

**Table 5: DTP – File Effective Date in Header**

Reference Description	Name	Codes	Comments
<b>DTP</b>	File Effective Date		
<b>DTP01</b>	Date/Time Qualifier	007	Effective
<b>DTP02</b>	Date Time Period Format Qualifier	D8	State of Tennessee will always send D8
<b>DTP03</b>	Date Expressed in Format	CCYYMMDD	State of Tennessee will always send CCYYMMDD format. Date File was generated.

**Table 6: DTP – File Effective Date in Header**

Reference Description	Name	Codes	Comments
<b>DTP</b>	File Effective Date		
<b>DTP01</b>	Date/Time Qualifier	382	Enrollment
<b>DTP02</b>	Date Time Period Format Qualifier	D8	State of Tennessee will always send D8
<b>DTP03</b>	Date Expressed in Format	CCYYMMDD	State of TN will always send CCYYMMDD format - date the file was generated.



**Table 7A: Header 1000A Loop**

Loop ID	Reference Description	Name	Codes	Comments
<b>1000A</b>	N1	Sponsor Name		
<b>1000A</b>	N101	Entity Identifier Code	P5	Plan Sponsor
<b>1000A</b>	N102	Name	State of Tennessee Non Payroll	Always State of Tennessee Non Payroll
<b>1000A</b>	N103	Identification Code Qualifier	24	Employer's Identification Number
<b>1000A</b>	N104	Identification Code	626001445	Always 626001445 (State of Tennessee EIN)
<b>1000A</b>	N105	Entity Relationship Code		Not used
<b>1000A</b>	N106	Entity Identifier Code		Not used

**Table 7B: Header 1000B Loop**

Loop ID	Reference Description	Name	Codes	Comments
<b>1000B</b>	N1	Vendor Name		
<b>1000B</b>	N101	Entity Identifier Code	IN	State of Tennessee will always send IN
<b>1000B</b>	N102	Name		Vendor Name
<b>1000B</b>	N103	Identification Code Qualifier	FI	Federal Taxpayer's Identification Number
<b>1000B</b>	N104	Identification Code	Vendor EIN	State of Tennessee will always send the Vendor's EIN
<b>1000B</b>	N105	Entity Relationship Code		Not used
<b>1000B</b>	N106	Entity Identifier Code		Not used

## Tables 8A – 8Q: Member Detail

(INS thru DTP lines)

### 8A: INS

Loop ID	Reference Description	Name	Codes	Comments
<b>2000</b>	INS	Member Level Detail		
<b>2000</b>	INS01	Subscriber Identifier	Y N	Member (Head of Contract) Dependent
<b>2000</b>	INS02	Individual Relationship Code	01 18 19 25 38	Spouse Self Child Ex-Spouse Collateral Dependent * See Note 1
<b>2000</b>	INS03	Maintenance Type Code	030	State of Tennessee will always send a Full File (BGN08 = '4')
<b>2000</b>	INS04	Maintenance Reason Code	XN	Notification Only
<b>2000</b>	INS05	Benefit Status Code	A C	Active COBRA
<b>2000</b>	INS06	Medicare Status Code		Not used

2000	INS06-01	Medicare Plan Code	A	A – Only applicable to Pharmacy vendors. Indicates the State’s prescription drug coverage is secondary.
			E	E – Only applicable to Pharmacy vendors. Indicates the State’s prescription drug coverage is primary
2000	INS06-02	Medicare Eligibility Reason Code		Not used
2000	INS06-03	Eligibility Reason Code		Not used
2000	INS06-04	Eligibility Reason Code		Not used
2000	INS07	COBRA Qualifying	1	Termination
			2	Reduction in Hours
			4	Death
			5	Divorce
			7	Married Dependent
2000	INS08	Employment Status Code	FT	Full-time
			L1	Leave of Absence
			PT	Part-time
			RT	Retired
			TE	Terminated
2000	INS09	Student Status Code		Not used
2000	INS10	Disability Indicator	Y	Disabled
			N	Not Disabled
2000	INS11	Date Time Period Format Qualifier		Not used
2000	INS12	Date Time Period		Not used
2000	INS13	Confidentiality Code		Not used
2000	INS14	City Name		Not used
2000	INS15	State Code		Not used
2000	INS16	Country Code		Not used
2000	INS17	Dependent Sequence Number	1	Number assigned to differentiate between dependents with the same birthdate.
			2	

## 8B-8C: REF

## B

Loop ID	Reference	Name	Codes	Comments
2000	REF	Subscriber Identifier		
2000	REF01	Reference Identification Qualifier	OF	State of Tennessee will always send OF
2000	REF02	Subscriber Identifier	8 digit number	Head of Contract’s Edison Employee ID Number. <i>See Note 2</i>
2000	REF03	Description		Not used
2000	REF04	Reference Identifier		Not used

## C

Loop ID	Reference Description	Name	Codes	Comments
2000	REF	Member Policy Number		

<b>2000</b>	REF01	Reference Identification Qualifier	1L	Group Number
<b>2000</b>	REF02	Member Group Number	Group Number	Group Number Member is defined by Vendor, if unassigned, will send BLANK_VALU
<b>2000</b>	REF03	Description	Benefit Program	Benefit Program and Description. Substring first three characters. Refer to the Appendix for a list of benefit program codes <i>See Note 3</i>
<b>2000</b>	REF04	Reference Identifier	ZZ:number	ZZ + Budget Code. Substring first three characters ZZ: <i>See Note 3</i>

**8D-8E: DTP****D**

Loop ID	Reference Description	Name	Codes	Comments
<b>2000</b>	DTP	Health Coverage Dates		
<b>2000</b>	DTP01	Date Time Qualifier	303	Maintenance Effective (or “as of” date)
<b>2000</b>	DTP02	Date Time Period Format Qualifier	D8	Date Format
<b>2000</b>	DTP03	Status Information Effective Date	CCYYMMDD	Status Effective Date

**E**

Loop ID	Reference Description	Name	Codes	Comments
<b>2000</b>	DTP	Health Coverage Dates		This line not sent for dependents
<b>2000</b>	DTP01	Date Time Qualifier	286 336 338 339	Retirement Employment Begin Medicare Begin Medicare End
<b>2000</b>	DTP02	Date Time Period Format Qualifier	D8	Date Format
<b>2000</b>	DTP03	Status Information Effective Date	CCYYMMDD	Employment Begin Date

**8F: NM1**

Loop ID	Reference Description	Name	Codes	Comments
<b>2100A</b>	NM1	Member Name		
<b>2100A</b>	NM101	Entity Identifier Code	IL	Insured
<b>2100A</b>	NM102	Entity Type Qualifier	1	Person
<b>2100A</b>	NM103	Member Last Name	Last Name	Last Name
<b>2100A</b>	NM104	Member First Name	First Name	First Name
<b>2100A</b>	NM105	Member Middle Name	Middle Name	Middle Name or Middle Initial
<b>2100A</b>	NM106	Member Name Prefix	Name Prefix	Name Prefix
<b>2100A</b>	NM107	Member Name Suffix	Name Suffix	Name Suffix
<b>2100A</b>	NM108	Identification Code Qualifier	34	Social Security Number

<b>2100A</b>	NM109	Member Identifier	9 digit number	Member's Social Security Number
<b>2100A</b>	NM110	Entity Relationship Code		Not used
<b>2100A</b>	NM111	Entity Identifier Code		Not used
<b>2100A</b>	NM112	Name Last or Organization Name		Not used

**8G: PER**

Loop ID	Reference Description	Name	Codes	Comments
<b>2100A</b>	PER	Member Communication Numbers		
<b>2100A</b>	PER01	Contact Function Code	IP	Insured Party
<b>2100A</b>	PER02	Name		Not used
<b>2100A</b>	PER03	Communication Number Qualifier	HP	Phone Number
<b>2100A</b>	PER04	Communication Number	10 digit number (no dashes)	Member's Phone Number
<b>2100A</b>	PER05	Communication Number Qualifier	AP or EM or not used	Will either be alternate phone or email or not used. <i>See Note 8</i>
<b>2100A</b>	PER06	Communication Number	10 digit number (no dashes) and/or email	Member's Alternate Phone Number or Email Address (file may have none, one, or both)
<b>2100A</b>	PER07	Communication Number Qualifier	EM (if the record already has AP)	Member's email address if the record has an alternate phone number in PER06)
<b>2100A</b>	PER08	Communication Number	Email address	Member's email address if there is one in the database
<b>2100A</b>	PER09	Contact Inquiry Reference		Not used

**8H: N3**

Loop ID	Reference Description	Name	Codes	Comments
<b>2100A</b>	N3	Member Residence Street Address		
<b>2100A</b>	N301	Member Address Line		Street Address or P O Box Number <i>See Note 4</i>
<b>2100A</b>	N302	Member Address Line		Continuation of Address, if needed

**8I: N4**

Loop ID	Reference Description	Name	Codes	Comments
<b>2100A</b>	N4	Member City, State, Zip Code		
<b>2100A</b>	N401	Member City Name		City Name

<b>2100A</b>	N402	Member State Code	2 Letter Abbreviation	State
<b>2100A</b>	N403	Member Zip Code	9 digit number	Zip Code + 4 digits
<b>2100A</b>	N404	Country Code	3 Letter Abbreviation	Only used if member's residence is outside of the United States. 3 Letter abbreviation for the name of the Country
<b>2100A</b>	N405	Location Qualifier		Not used
<b>2100A</b>	N406	Location Identifier		Not used
<b>2100A</b>	N407	Country Subdivision Code		Not used

**8J: DMG**

Loop ID	Reference Description	Name	Codes	Comments
<b>2100A</b>	<b>DMG</b>	<b>Member Demographics</b>		
<b>2100A</b>	DMG01	Date Time Period Format Qualifier	D8	Date Format CCYYMMDD
<b>2100A</b>	DMG02	Member Birth Date	CCYYMMDD	Birth Date
<b>2100A</b>	DMG03	Gender Code	F M	Female Male
<b>2100A</b>	DMG04	Marital Status Code	D I M R S U W	Divorced Single Married Unknown Separated Common Law or Head of Household Widowed <i>See Note 5</i>
<b>2100A</b>	DMG05	Composite Race or Ethnicity Information		Not used
<b>2100A</b>	DMG05-1	Race or Ethnicity Code		Not used
<b>2100A</b>	DMG05-2	Code List Qualifier		Not used
<b>2100A</b>	DMG05-3	Industry Code		Not used
<b>2100A</b>	DMG06	Citizenship Status Code		Not used
<b>2100A</b>	DMG07	Country Code	Country Abbreviation	If applicable, country abbreviation sent
<b>2100A</b>	DMG08	Basis of Verification Code		Not used
<b>2100A</b>	DMG09	Quantity		Not used
<b>2100A</b>	DMG10	Code List Qualifier Code		Not used
<b>2100A</b>	DMG11	Industry Code		Not used

**8K: EC**

Loop ID	Reference Description	Name	Codes	Comments
<b>2100A</b>	<b>EC</b>	<b>Employment Class</b>		Not applicable to Dependents
<b>2100A</b>	EC01	Employment Class Code	07 08	Hourly Salaried

<b>2100A</b>	EC02	Employment Class Code		Not used
<b>2100A</b>	EC03	Employment Class Code		Not used
<b>2100A</b>	EC04	Percentage as Decimal		Not used
<b>2100A</b>	EC05	Information Status Code		Not used
<b>2100A</b>	EC06	Occupation Code		Not used

**8L: HLH**

Loop ID	Reference Description	Name	Codes	Comments
<b>2100A</b>	<b>HLH</b>	<b>Member Health Information</b>		
<b>2100A</b>	HLH01	Health-Related Code	T U	Tobacco Use Unknown Ignore this field, not used for eligibility
<b>2100A</b>	HLH02	Height		Not used
<b>2100A</b>	HLH03	Member Weight		Not used
<b>2100A</b>	HLH04	Weight		Not used
<b>2100A</b>	HLH05	Description		Not used
<b>2100A</b>	HLH06	Current Health Condition Code		Not used
<b>2100A</b>	HLH07	Description		Not used

**8M: NM1**

Loop ID	Reference Description	Name	Codes	Comments
<b>2100C</b>	<b>NM1</b>	<b>Member Mailing Address</b>		Sent when member mailing address is different from home address. This line will be sent, followed by Loop ID 2100C N3 and Loop ID 2100C N4 lines containing the mailing address.
<b>2100C</b>	NM101	Entity Identifier Code	31	Postal Mailing Address <i>See Note 4</i>
<b>2100C</b>	NM102	Entity Type Qualifier Code	1	Person
<b>2100C</b>	NM103	Member Last Name		Not used
<b>2100C</b>	NM104	Member First Name		Not used
<b>2100C</b>	NM105	Member Middle Name		Not used
<b>2100C</b>	NM106	Member Name Prefix		Not used
<b>2100C</b>	NM107	Member Name Suffix		Not used
<b>2100C</b>	NM108	Member Identification Code Qualifier		Not used
<b>2100C</b>	NM109	Member Identification Code		Not used
<b>2100C</b>	NM110	Entity Relationship Code		Not used
<b>2100C</b>	NM111	Entity Identifier Code		Not used
<b>2100C</b>	NM112	Name Last or Organization Name		Not used

**8N: N3**

Loop ID	Reference Description	Name	Codes	Comments
<b>2100C</b>	<b>N3</b>	<b>Member Mailing Address</b>		

<b>2100C</b>	N301	Member Mail Address Line		P O Box Number <i>See Note 4</i>
<b>2100C</b>	N302	Member Mail Address Line		Continuation of Address, if needed

**80: N4**

Loop ID	Reference Description	Name	Codes	Comments
<b>2100C</b>	N4	Member Mail City, State, Zip Code		
<b>2100C</b>	N401	Member Mail City Name		City Name
<b>2100C</b>	N402	Member Mail State Code	2 Letter Abbreviation	State
<b>2100C</b>	N403	Member Mail Zip Code	9 digit number	Zip Code + 4 digits
<b>2100C</b>	N404	Country Code	3 Letter Abbreviation	Only used if member's residence is outside of the United States. 3 Letter abbreviation for the name of the Country
<b>2100C</b>	N405	Location Qualifier		Not used
<b>2100C</b>	N406	Location Identifier		Not used
<b>2100C</b>	N407	Country Subdivision Code		Not used

**8P: HD**

Loop ID	Reference Description	Name	Codes	Comments
<b>2300</b>	HD	Health Coverage		
<b>2300</b>	HD01	Maintenance Type Code	024 030	024 -Cancellation or Termination 030 -Audit or Compare
<b>2300</b>	HD02	Maintenance Reason Code		Not used
<b>2300</b>	HD03	Insurance Line Code	DEN HLT VIS	Dental Health (sent to medical, pharmacy and behavioral health) Vision
<b>2300</b>	HD04	Plan Coverage Description	Description	Refer to the Appendix for a list of benefit plan coverage codes
<b>2300</b>	HD05	Coverage Level Code	EMP FAM ESP ECH SPO DEP CHD SPC	Employee Only Family Employee plus Spouse Employee + Child(ren) Spouse Only <i>See Note 6</i> Two or more Children <i>See Note 6</i> Children Only <i>See Note 6</i> Spouse + Children <i>See Note 6</i>
<b>2300</b>	HD06	Count		Not used
<b>2300</b>	HD07	Count		Not used

<b>2300</b>	HD08	Underwriting Decision Code		Not used
<b>2300</b>	HD09	Last Enrollment Indicator		Not used
<b>2300</b>	HD10	Drug House Code		Not used
<b>2300</b>	HD11	Yes/No Condition or Response Code		Not used

**8Q: DTP**

Loop ID	Reference Description	Name	Codes	Comments
<b>2000</b>	DTP	Health Coverage Dates		
<b>2000</b>	DTP01	Date Time Qualifier	348 349	Benefit Begin Benefit End See Note 7
<b>2000</b>	DTP02	Date Time Period Format Qualifier	D8	Date Format
<b>2000</b>	DTP03	Status Information Effective Date	CCYYMMDD	Coverage Begin Date

**Table Notes 8A-8Q File Detail**

Note 1 The relationship code 38 denotes a child claimed on income tax (CT) or a child intended to be claimed on income tax (CI).

Note 2 The identifier will be present on all records unless enrolled in COBRA. COBRA enrollees sometimes have an ID number starting with a “C” and the employee ID number may not be only eight digits.

Note 3 These fields contain TN specific information that is not defined on a typical 834 file. Since these fields contain information and are not empty, it can cause the 834 file not to pass your HIPAA compliance process.

Note 4 The mailing address following [NM1\*31\*1] shall be loaded if available (Loop ID 2100A). Otherwise, residence address should be loaded (Loop ID 2100A).

Note 5 The marital status is not sent for dependents.

Note 6 The Head of Contract (HOC) records will be present on the file for these coverage codes. These codes are how to identify the coverage is dependent only.

Note 7 The 349 loop will only be present when an end-date exists otherwise, eligibility is open-ended (default 12/31/9999).

Note 8 A member’s entry will stop at PER04, PER06, or PER08 depending upon what information is in the system.

**Tables 9A – 9C: Trailer Information**

<b>Table 9A: Transaction Set Trailer</b>			
Reference Description	Name	Codes	Comments
<b>SE</b>	Transaction Set Trailer		
<b>SE01</b>	Number of Included Segments	Number	The number of rows in previous segment
<b>SE02</b>	Transaction Set Control Number	Number	Segment Number - There are multiple segments sent on file. This number indicates which segment is ending.



**Table 9B: Functional Group Trailer**

Reference Description	Name	Codes	Comments
<b>GE</b>	Functional Group Trailer		
<b>GE01</b>	Number of Transaction Sets Included	Number	Number of transaction sets sent in file
<b>GE02</b>	Group Control Number	1	State of Tennessee will always send 1

**Table 9C: Interchange Control Trailer**

Reference Description	Name	Codes	Comments
<b>IEA</b>	Interchange Control Trailer		
<b>IEA01</b>	Number of Included Functional Groups	1	State of Tennessee will always send 1
<b>IEA02</b>	Group Control Number		Will match ISA13

## Test Scenarios

### Scenario 1 – Use of REF03 and REF04 fields

The State of TN uses the ASC X12N/005010X220 version of the 834 file. The accepted guidelines for this file format indicate the REF03 and REF04 remain empty. However, the 834 files from the State do have these lines populated on all the records. Since these fields have data present, it can cause the files to not pass HIPAA compliance measures on your end or not pass other various file upload pre-checks on your system. You will need to determine if the file can upload on your system with these fields filled in.

- REF\*OF line has the employee id number
- REF\*1L line has the member benefits group and budget code (agency number)

File extract example – All members, Heads of Contract (HOC) and Dependents (Dep) will have these REF03 and REF04 lines populated.

	HOC
INS*Y*18*030*XN*A*E**FT*N~ REF*OF*00999999~ REF*1L*0717111*CSA Central State Active*ZZ:32712~ DTP*303*D8*20180501~ DTP*336*D8*20020516~ NM1*IL*1*Ball*Krystal*H***34*88888888~ PER*IP**HP*7777777777~ N3*31 Fortune Drive~ N4*Majestic*TN*555556666~ DMG*D8*19720118*M*I~ EC*08~ HLH*U~ HD*030**HLT*PRPV1N*ECH*****~ DTP*348*D8*20180101~ INS*N*19*030*XN*A*E****N~  	
REF*OF*00999999~ REF*1L*0717111*CSA Central State Active*ZZ:32712~ DTP*303*D8*20180501~ NM1*IL*1*Ball*Ray*S***34*878787878~ PER*IP**HP*7777777777~ N3*31 Fortune Drive~ N4*Majestic*TN*555556666~ DMG*D8*20020119*M~ HLH*U~ HD*030**HLT*PRPV1N*****~ DTP*348*D8*20180101~	Dep 1

- NM1\*31\*1 line is present on the file for a member when there is a mailing address
  - LoopID 2100C N3
  - LoopID 2100C N4

[illegible]

### Scenario 3 – Dependents in the same family sharing same birthdate or name

Occasionally the file will include dependents in the family with the same birthdate or same name. These are not duplicates. The file assigns a different *dependent sequence number* to each dependent record when the birthdate is the same. If the dependents' names are the same, this sequence number is not assigned. You will have to decipher one dependent from the other using other demographic information such as birthdate or SSN. In this situation the indicators would be:

- For same birthdate: DMG\* line will have the exact same birthdate for two or more dependents
- For same birthdate and/or same name: NM1\* line will often have different SSN#'s (There are times when the file does not have accurate SSN#'s for newborns for a few months however.)
- For same birthdate: INS\* line will have a *dependent sequence number* at the very end (only present when sharing same birthdate)
- For same name: NM1\* line not necessarily both the first and last name are shared by dependents. One of these names will be different.

File extract example - Dependent (Dep) 1 and 2 share the same birthdate. Indicator present on the INS line

INS*N*19*030*XN*A*E****N*****1~ REF*OF*00979797~ REF*1L*0717111*RCS Retiree Central State*ZZ:71100~ DTP*303*D8*20180601~ NM1*IL*1*Day*Avery*L***34*676676767~ PER*IP**HP*5555555555~ N3*1234 Golden Valley~ N4*Sunrise*FL*444443333~ DMG*D8*20121224*F~ HLH*U~ HD*030**HLT*PRPV1N*****~ DTP*348*D8*20180101~	Dep 1
INS*N*19*030*XN*A*E****N*****2~ REF*OF*00101325~ REF*1L*0717111*RCS Retiree Central State*ZZ:71100~ DTP*303*D8*20180601~ NM1*IL*1*Day*Holly*M***34*676676768~ PER*IP**HP*5555555555~ N3*1234 Golden Valley~ N4*Sunrise*FL*444443333~ DMG*D8*20121224*F~ HLH*U~ HD*030**HLT*PRPV1N*****~ DTP*348*D8*20180101~	Dep 2

File extract example - Dependent (Dep) 1 and 2 share the same **first** name. No indicator present on the INS line since their birthdates are different. However, their last names are different, birthdates are different, and SSNs are different

INS*N*19*030*XN*A*E****N~ REF*OF*00979797~	Dep 1
---	-------

REF\*1L\*0717111\*RCS Retiree Central State\*ZZ:71100~  
 DTP\*303\*D8\*20180601~  
 NM1\*IL\*1\*Day\*Avery\*L\*\*\*34\*676676767~  
 PER\*IP\*\*HP\*5555555555~  
 N3\*1234 Golden Valley~  
 N4\*Sunrise\*FL\*444443333~  
 DMG\*D8\*20121224\*F~  
 HLH\*U~  
 HD\*030\*\*HLT\*PRPV1N\*\*\*\*\*~  
 DTP\*348\*D8\*20180101~  
 INS\*N\*19\*030\*XN\*A\*E\*\*\*N~  
 REF\*OF\*00101325~  
 REF\*1L\*0717111\*RCS Retiree Central State\*ZZ:71100~  
 DTP\*303\*D8\*20180601~  
 NM1\*IL\*1\*Knight\*Avery\*M\*\*\*34\*676676768~  
 PER\*IP\*\*HP\*5555555555~  
 N3\*1234 Golden Valley~  
 N4\*Sunrise\*FL\*444443333~  
 DMG\*D8\*20121224\*F~  
 HLH\*U~  
 HD\*030\*\*HLT\*PRPV1N\*\*\*\*\*~  
 DTP\*348\*D8\*20180101~

Dep 2

- NM1\*, PER\*, N3\*, N4\*, DMG\* lines will have the new information
- Same coverage begin date on DTP\*348 line, no new effective date on the DTP\*348 line for the recent change

Before the change

After the change

<p>INS*Y*18*030*XN*A*E**FT**N~ REF*OF*00969696~ REF*1L*0717111*CSA Central State Active*ZZ:31501~ DTP*303*D8*20180401~ DTP*336*D8*20150209~ NM1*IL*1*Christmas*Tim*B***34*565656565~ PER*IP**HP*4444444444~ N3*32 Northern Lights~ N4*Pole*TN*333332222~ DMG*D8*19861226*M*I~ EC*08~ HLH*U~ HD*030**HLT*PPOV1N*ESP*****~ DTP*348*D8*20180101~ INS*N*01*030*XN*A*E****N~ REF*OF*00969696~ REF*1L*0717111*CSA Central State Active*ZZ:31501~ DTP*303*D8*20180401~ <b>NM1*IL*1*Daniels*Mary*N***34*454545454~</b> PER*IP**HP*4444444444~ N3*32 Northern Lights~ N4*Pole*TN*333332222~ DMG*D8*19840301*F~ HLH*U~ HD*030**HLT*PPOV1N*****~ DTP*348*D8*20180101~</p>	<div>H O C</div> <p>INS*Y*18*030*XN*A*E**FT**N~ REF*OF*00969696~ REF*1L*0717111*CSA Central State Active*ZZ:31501~ DTP*303*D8*20180401~ DTP*336*D8*20150209~ NM1*IL*1*Christmas*Tim*B***34*565656565~ PER*IP**HP*4444444444~ N3*32 Northern Lights~ N4*Pole*TN*333332222~ DMG*D8*19861226*M*I~ EC*08~ HLH*U~ HD*030**HLT*PPOV1N*ESP*****~ DTP*348*D8*20180101~ INS*N*01*030*XN*A*E****N~ REF*OF*00969696~ REF*1L*0717111*CSA Central State Active*ZZ:31501~ DTP*303*D8*20180401~ <b>NM1*IL*1*Christmas*Mary*N***34*454545454~</b> PER*IP**HP*4444444444~ N3*32 Northern Lights~ N4*Pole*TN*333332222~ DMG*D8*19840301*F~ HLH*U~ HD*030**HLT*PPOV1N*****~ DTP*348*D8*20180101~</p> <div>D e p 1</div>
--	--

- New relationship code on the dependent's INS\* line
- New DTP\*349 line sent for terminating dependent's coverage

File extract example –The INS\* line updates from the *spouse* relationship code to *ex-spouse* do to a divorce

Before the change		After the change
INS*Y*18*030*XN*A*E**FT**N~	H	INS*Y*18*030*XN*A*E**FT**N~
REF*0F*00959595~	O	REF*0F*00959595~
REF*1L*0717111*GA2 Local Gov Active Prem Level	C	REF*1L*0717111*GA2 Local Gov Active Prem Level 2*ZZ:50937~
2*ZZ:50937~		DTP*303*D8*20180401~
DTP*303*D8*20180401~		DTP*336*D8*20160401~
DTP*336*D8*20160401~		NM1*IL*1*Myer*Oscar*Preston***34*434343434~
NM1*IL*1*Myer*Oscar*Preston***34*434343434~		PER*IP**HP*333333333~
PER*IP**HP*333333333~		N3*40 Buds Lane~
N3*40 Buds Lane~		N4*Reneiw*TN*111119999~
N4*Reneiw*TN*111119999~		DMG*D8*19830405*M*M~
DMG*D8*19830405*M*M~		EC*08~
EC*08~		HLH*U~
HLH*U~		HD*030**HLT*PPOV1N*EMP*****~
HD*030**HLT*PPOV1N*ESP*****~		DTP*348*D8*20180401~
DTP*348*D8*20160501~	D	INS*N*25*030*XN*A*E***N*N~
INS*N*01*030*XN*A*E****N~	e	REF*0F*00959595~
REF*0F*00959595~	p	REF*1L*0717111*GA2 Local Gov Active Prem Level 2*ZZ:50937~
REF*1L*0717111*GA2 Local Gov Active Prem Level	1	DTP*303*D8*20180401~
2*ZZ:50937~		NM1*IL*1*Myer*Michelle*S***34*232323232~
DTP*303*D8*20180401~		PER*IP**HP*333333333~
NM1*IL*1*Myer*Michelle*S***34*232323232~		N3*40 Buds Lane~
PER*IP**HP*333333333~		N4*Reneiw*TN*111119999
N3*40 Buds Lane~		DMG*D8*19841121*F~
N4*Reneiw*TN*111119999		HLH*U~
DMG*D8*19841121*F~		HD*024**HLT*PPOV1N*****~
HLH*U~		DTP*349*D8*20180401~
HD*030**HLT*PPOV1N*****~		
DTP*348*D8*20160501~		

## Scenario 6 - Plan code change

There are times when the plan code will change mid-year due to a special qualifying event where the member can make enrollment changes. The file will not provide the end date on a DTP\*349 line for the former plan code. For a list of the State of TN's plan codes, refer to the Appendix. This situation is not an additional member record; it is updated information to an existing member record. Indicators of a plan code change would be:

- New (plan) code appearing on HD\* line for the covered HOC and any dependent (Dep).
- New date on DTP\*348 line for covered HOC and any enrolled dependents

File extract example -This member has changed from a Standard PPO plan to a CDHP/HSA plan instead resulting in a plan code change to both the HOC and covered Dep 1.

### Before the change

```
INS*Y*18*030*XN*A*E**FT**N~
REF*0F*00949494~
REF*1L*FA06165*CSA Central State Active*ZZ:33503~
DTP*303*D8*20180501~
DTP*336*D8*20080602~
NM1*IL*1*Mellow*Graham*A***34*121212121~
PER*IP**HP*222222222~
N3*840 Camp Dr~
N4*Smoreville*TN*111118888~
DMG*D8*19690317*M*I~
EC*08~
HLH*U~
HD*030**HLT*PPOV2N*ECH*****~
DTP*348*D8*20150901~
INS*N*19*030*XN*A*E****N~
REF*0F*00949494~
REF*1L*FA06165*CSA Central State Active*ZZ:33503~
DTP*303*D8*20180501~
NM1*IL*1*Mellow*Marsha*B***34*010101011~
PER*IP**HP*222222222~
N3*840 Camp Dr~
N4*Smoreville*TN*111118888~
DMG*D8*19960129*F~
HLH*U~
HD*030**HLT*PPOV2N******~
DTP*348*D8*20150901~
```

### After the change

```
H INS*Y*18*030*XN*A*E**FT**N~
O REF*0F*00949494~
C REF*1L*FA06165*CSA Central State Active*ZZ:33503~
DTP*303*D8*20180501~
DTP*336*D8*20080602~
NM1*IL*1*Mellow*Graham*A***34*121212121~
PER*IP**HP*222222222~
N3*840 Camp Dr~
N4*Smoreville*TN*111118888~
DMG*D8*19690317*M*I~
EC*08~
HLH*U~
HD*030**HLT*HSAV2N*ECH*****~
DTP*348*D8*20180501~
D INS*N*19*030*XN*A*E****N~
e REF*0F*00949494~
p REF*1L*FA06165*CSA Central State Active*ZZ:33503~
1 DTP*303*D8*20180501~
NM1*IL*1*Mellow*Marsha*B***34*010101011~
PER*IP**HP*222222222~
N3*840 Camp Dr~
N4*Smoreville*TN*111118888~
DMG*D8*19960129*F~
HLH*U~
HD*030**HLT*HSAV2N******~
DTP*348*D8*20180501~
```



## Scenario 7 - Entire family is terminating coverage

The State of TN 834 files are full population files. As a result, sometimes vendors choose to replace the data each week. This replacement can cause problems if the DTP\*348 effective date line is missing for members. In the case of terminating coverage, the state of TN 834 files *do not provide* both a DTP\*348 line and a DTP\*349 line for terminating members. The file only provides the

- DTP\*349 line for terminating HOC's and/or dependents
  - The coverage term dates found on the DTP\*349 line be the 1<sup>st</sup> of the month, however the actual date coverage ended is the last day of the previous month.

File extract example - This family is terminating coverage as of 5/01/2018.

Before the change		After the change
INS*Y*18*030*XN*A*E**FT**N~ REF*0F*00939393~ REF*1L*FA06165*MSC Miscellaneous*ZZ:30401~ DTP*303*D8*20180401~ DTP*336*D8*20040901~ NM1*IL*1*Flowers*Walter*N***34*020202020~ PER*IP**HP*111111111~ N3*6767 Rose Court~ N4*Verano*TN*111117777~ DMG*D8*19761005*M*M~ EC*08~ HLH*U~ HD*030**HLT*PRPV2B*FAM*****~ <b>DTP*348*D8*20180101~</b>	HOC	INS*Y*18*030*XN*A*E**TE**N~ REF*0F*00939393~ REF*1L*FA06165*MSC Miscellaneous*ZZ:30401~ DTP*303*D8*20180501~ DTP*336*D8*20040901~ NM1*IL*1*Flowers*Walter*N***34*020202020~ PER*IP**HP*111111111~ N3*6767 Rose Court~ N4*Verano*TN*111117777~ DMG*D8*19761005*M*M~ EC*08~ HLH*U~ HD*024**HLT*PRPV2B*FAM*****~ <b>DTP*349*D8*20180501~</b>
INS*N*19*030*XN*A*E***N~ REF*0F*00939393~ REF*1L*FA06165*MSC Miscellaneous*ZZ:30401~ DTP*303*D8*20180401~ NM1*IL*1*Flowers*April*A***34*010101010~ PER*IP**HP*111111111~ N3*6767 Rose Court~ N4*Verano*TN*111117777~ DMG*D8*20100401*F~ HLH*U~ HD*030**HLT*PRPV2B*****~ <b>DTP*348*D8*20180101~</b>	Dep 1	INS*N*19*030*XN*A*E***N~ REF*0F*00939393~ REF*1L*FA06165*MSC Miscellaneous*ZZ:30401~ DTP*303*D8*20180501~ NM1*IL*1*Flowers*April*A***34*010101010~ PER*IP**HP*111111111~ N3*6767 Rose Court~ N4*Verano*TN*111117777~ DMG*D8*20100401*F~ HLH*U~ HD*024**HLT*PRPV2B*****~ <b>DTP*349*D8*20180501~</b>
INS*N*01*030*XN*A*E***N~ REF*0F*00939393~ REF*1L*FA06165*MSC Miscellaneous*ZZ:30401~ DTP*303*D8*20180401~ NM1*IL*1*Flowers*May*R***34*030303030~ PER*IP**HP*111111111~ N3*6767 Rose Court~ N4*Verano*TN*111117777~ DMG*D8*19800525*F~ HLH*U~ HD*030**HLT*PRPV2B*****~ <b>DTP*348*D8*20180101~</b>	Dep 2	INS*N*01*030*XN*A*E***N~ REF*0F*00939393~ REF*1L*FA06165*MSC Miscellaneous*ZZ:30401~ DTP*303*D8*20180501~ NM1*IL*1*Flowers*May*R***34*030303030~ PER*IP**HP*111111111~ N3*6767 Rose Court~ N4*Verano*TN*111117777~ DMG*D8*19800525*F~ HLH*U~ HD*024**HLT*PRPV2B*****~ <b>DTP*349*D8*20180501~</b>

## Scenario 8 - Removing one dependent and remaining family members keep coverage

This scenario includes whenever a dependent is removed from coverage for various reasons such as aging off at 26yrs old, aging off at 65 years old, dependent is offered insurance elsewhere or a divorce as examples. This situation also occurs with the death of a dependent. Most often the file does not include a date of death for the deceased member. In these scenarios, the file will transmit:

- New date on DTP\*348 line only for *remaining* HOC and dependents only
  - No DTP\*348 line sent for terminating dependent
- New DTP\*349 line sent for terminating dependent
- (Sometimes) a new coverage level code on the HD\* line for HOC and any dependents remaining on. A list of these coverage codes can be found on *Table 8P: HD*.

File extract example 1 - This family has Dep 2 terminating while the HOC and Dep 1 remain. There is a coverage level change on the HOC's record.

### Before the change

```
INS*Y*18*030*XN*A*E**FT**N~
REF*0F*00929292~
REF*1L*FA06165*CSA Central State Active*ZZ:32901~
DTP*303*D8*20180501~
DTP*336*D8*20050601~
NM1*IL*1*Cane*Michael*A***34*040404040~
PER*IP**HP*9999988888~
N3*904 Rush Ridge~
N4*Sweet Field*TN*111116666~
DMG*D8*19650901*F*M~
EC*08~
HLH*U~
HD*030**HLT*PRPV2N**FAM*****~
DTP*348*D8*20180101~
INS*N*01*030*XN*A*E***N*N~
REF*0F*00929292~
REF*1L*FA06165*CSA Central State Active*ZZ:32901~
DTP*303*D8*20180501~
NM1*IL*1*Cane*Sugar*D***34*050505050~
PER*IP**HP*9999988888~
N3*904 Rush Ridge~
N4*Sweet Field*TN*111116666~
DMG*D8*19640420*F~
HLH*U~
HD*030**HLT*PRPV2N*****~
DTP*348*D8*20180101~
INS*N*19*030*XN*A*E***N~
REF*0F*00929292~
REF*1L*FA06165*CSA Central State Active*ZZ:32901~
DTP*303*D8*20180501~
NM1*IL*1*Cane*Kandi***34*060606060~
PER*IP**HP*9999988888~
N3*904 Rush Ridge~
N4*Sweet Field*TN*111116666~
DMG*D8*19971031*M~
HLH*U~
HD*030**HLT*PRPV2N*****~
DTP*348*D8*20180101~
```

### After the change

```
HOC
INS*Y*18*030*XN*A*E**FT**N~
REF*0F*00929292~
REF*1L*FA06165*CSA Central State Active*ZZ:32901~
DTP*303*D8*20180501~
DTP*336*D8*20050601~
NM1*IL*1*Cane*Michael*A***34*040404040~
PER*IP**HP*9999988888~
N3*904 Rush Edge~
N4*Sweet Field*TN*372117028~
DMG*D8*19650901*F*M~
EC*08~
HLH*U~
HD*030**HLT*PRPV2N**ESP*****~
DTP*348*D8*20180501~
Dep 1
INS*N*01*030*XN*A*E***N*N~
REF*0F*00929292~
REF*1L*FA06165*CSA Central State Active*ZZ:32901~
DTP*303*D8*20180501~
NM1*IL*1*Cane*Sugar*D***34*050505050~
PER*IP**HP*9999988888~
N3*904 Rush Ridge~
N4*Sweet Field*TN*111116666~
DMG*D8*19640420*F~
HLH*U~
HD*024**HLT*PRPV2N*****~
DTP*348*D8*20180501~
Dep 2
INS*N*19*030*XN*A*E***N~
REF*0F*00929292~
REF*1L*FA06165*CSA Central State Active*ZZ:32901~
DTP*303*D8*20180501~
NM1*IL*1*Cane*Kandi***34*060606060~
PER*IP**HP*9999988888~
N3*904 Rush Ridge~
N4*Sweet Field*TN*111116666~
DMG*D8*19971031*M~
HLH*U~
HD*030**HLT*PRPV2N*****~
DTP*349*D8*20180501~
```

File extract example 2 - This family has Dep 3 removed and there is *no coverage level* change on the HOC's record.

Before the change

INS\*Y\*18\*030\*XN\*A\*E\*\*FT\*\*N~  
 REF\*0F\*00919191~  
 REF\*1L\*0717111\*CSA Central State Active\*ZZ:34902~  
 DTP\*303\*D8\*20180601~  
 DTP\*336\*D8\*20161003~  
 NM1\*IL\*1\*Coon\*TY\*F\*\*\*34\*070707070~  
 PER\*IP\*\*HP\*999997777~  
 N3\*23 Wall Street~  
 N4\*Dinero\*TN\*111115555~  
 DMG\*D8\*19661125\*M\*M~  
 EC\*08~  
 HLH\*U~  
 HD\*030\*\*HLT\*HSAV1B\***FAM\*\*\*\*\***  
 DTP\*348\*D8\*20180101~  
 INS\*N\*01\*030\*XN\*A\*E\*\*\*\*N~  
 REF\*0F\*00919191~  
 REF\*1L\*0717111\*CSA Central State Active\*ZZ:34902~  
 DTP\*303\*D8\*20180601~  
 NM1\*IL\*1\*Coon\*Rachel\*\*\*\*34\*080808080~  
 PER\*IP\*\*HP\*999997777~  
 N3\*23 Wall Street~  
 N4\*Dinero\*TN\*111115555~  
 DMG\*D8\*19590517\*F~  
 HLH\*U~  
 HD\*030\*\*HLT\*HSAV1B\*\*\*\*\*~  
 DTP\*348\*D8\*20180101~  
 INS\*N\*19\*030\*XN\*A\*E\*\*\*\*N~  
 REF\*0F\*00919191~  
 REF\*1L\*0717111\*CSA Central State Active\*ZZ:34902~  
 DTP\*303\*D8\*20180601~  
 NM1\*IL\*1\*Coon\*Daniel\*\*\*\*34\*090909090~  
 PER\*IP\*\*HP\*999997777~  
 N3\*23 Wall Street~  
 N4\*Dinero\*TN\*111115555~  
 DMG\*D8\*19980615\*M~  
 HLH\*U~  
 HD\*030\*\*HLT\*HSAV1B\*\*\*\*\*~  
 DTP\*348\*D8\*20180101~  
 INS\*N\*19\*030\*XN\*A\*E\*\*\*\*N~  
 REF\*0F\*00919191~  
 REF\*1L\*0717111\*CSA Central State Active\*ZZ:34902~  
 DTP\*303\*D8\*20180601~  
 NM1\*IL\*1\*Coon\*Manny\*\*\*\*34\*898989898~  
 PER\*IP\*\*HP\*999997777~  
 N3\*23 Wall Street~  
 N4\*Dinero\*TN\*111115555~  
 DMG\*D8\*19920629\*M~  
 HLH\*U~  
 HD\*030\*\*HLT\*HSAV1B\*\*\*\*\*~  
 DTP\*348\*D8\*20180101~

HOC

Dep 1

Dep 2

Dep 3

After the change

INS\*Y\*18\*030\*XN\*A\*E\*\*FT\*\*N~  
 REF\*0F\*00919191~  
 REF\*1L\*0717111\*CSA Central State Active\*ZZ:34902~  
 DTP\*303\*D8\*20180701~  
 DTP\*336\*D8\*20161003~  
 NM1\*IL\*1\*Coon\*TY\*F\*\*\*34\*070707070~  
 PER\*IP\*\*HP\*999997777~  
 N3\*23 Wall Street~  
 N4\*Dinero\*TN\*111115555~  
 DMG\*D8\*19661125\*M\*M~  
 EC\*08~  
 HLH\*U~  
 HD\*030\*\*HLT\*HSAV1B\***FAM\*\*\*\*\***  
 DTP\*348\*D8\*20180701~  
 INS\*N\*01\*030\*XN\*A\*E\*\*\*\*N~  
 REF\*0F\*00919191~  
 REF\*1L\*0717111\*CSA Central State Active\*ZZ:34902~  
 DTP\*303\*D8\*20180701~  
 NM1\*IL\*1\*Coon\*Rachel\*\*\*\*34\*080808080~  
 PER\*IP\*\*HP\*999997777~  
 N3\*23 Wall Street~  
 N4\*Dinero\*TN\*111115555~  
 DMG\*D8\*19590517\*F~  
 HLH\*U~  
 HD\*030\*\*HLT\*HSAV1B\*\*\*\*\*~  
 DTP\*348\*D8\*20180701~  
 INS\*N\*19\*030\*XN\*A\*E\*\*\*\*N~  
 REF\*0F\*00919191~  
 REF\*1L\*0717111\*CSA Central State Active\*ZZ:34902~  
 DTP\*303\*D8\*20180701~  
 NM1\*IL\*1\*Coon\*Daniel\*\*\*\*34\*090909090~  
 PER\*IP\*\*HP\*999997777~  
 N3\*23 Wall Street~  
 N4\*Dinero\*TN\*111115555~  
 DMG\*D8\*19980615\*M~  
 HLH\*U~  
 HD\*030\*\*HLT\*HSAV1B\*\*\*\*\*~  
 DTP\*348\*D8\*20180701~  
 INS\*N\*19\*030\*XN\*A\*E\*\*\*\*N~  
 REF\*0F\*00919191~  
 REF\*1L\*0717111\*CSA Central State Active\*ZZ:34902~  
 DTP\*303\*D8\*20180701~  
 NM1\*IL\*1\*Coon\*Manny\*\*\*\*34\*898989898~  
 PER\*IP\*\*HP\*999997777~  
 N3\*23 Wall Street~  
 N4\*Dinero\*TN\*111115555~  
 DMG\*D8\*19920629\*M~  
 HLH\*U~  
 HD\*024\*\*HLT\*HSAV1B\*\*\*\*\*~  
 DTP\*349\*D8\*20180701~

## Scenario 9 - Death of the head of contract/HOC (medical benefit only)

The State of TN offers a six month extension of medical benefits to the surviving dependents of an HOC if they were enrolled in coverage at the time of the HOC's death. The State of TN's 834 file most of the time *does not include a date of death*. The HOC's coverage and any enrolled dependents remain on the file with DTP\*349 lines for the next six months (or sooner if the dependents choose to end coverage sooner). The file will transmit the HOC record as long as the remaining dependents stay enrolled. Indicators on the file would be:

- New DTP\*349 lines sent for deceased HOC and for the dependents with an end date (usually) six months in the future.
  - However it is no definite way to tell this is a deceased HOC situation.

File extract example 1 - This HOC passed away on 01/24/2018. Normally the coverage end date transmitted would have been 02/1/2018. However this HOC and enrolled dependents have a coverage end (DTP\*349) of 08/01/2018 which is six months later.

### Before the change

### After the change

INS*Y*18*030*XN*A*E**FT**N~ REF*0F*00909090~ REF*1L*FA06165*RCS Retiree Central State*ZZ:71500~ DTP*303*D8*20180201~ DTP*336*D8*20121201~ NM1*IL*1*Dente*AI*E***34*838383838~ PER*IP**HP*999996666~ N3*PO Box 52~ N4*Rome*TN*111114444~ DMG*D8*19350704*M*M~ EC*08~ HLH*U~ HD*030**HLT*PPOV2N*ESP*****~ DTP*348*D8*20170801~ INS*N*01*030*XN*A*E***N~ REF*0F*00909090~ REF*1L*FA06165*RCS Retiree Central State*ZZ:71500~ DTP*303*D8*20180201~ NM1*IL*1*Dente*Allie*M***34*848484848~ PER*IP**HP*999996666~ N3*PO Box 52~ N4*Rome*TN*111114444~ DMG*D8*19351221*F~ HLH*U~ HD*030**HLT*PPOV2N*****~ DTP*348*D8*20170801~	HOC	INS*Y*18*030*XN*A*E***TE**N~ REF*0F*00909090~ REF*1L*FA06165*RCS Retiree Central State*ZZ:71500~ DTP*303*D8*20180301~ DTP*336*D8*20121201~ NM1*IL*1*Dente*AI*E***34*838383838~ PER*IP**HP*999996666~ N3*PO Box 52~ N4*Rome*TN*111114444~ DMG*D8*19350704*M*M~ EC*08~ HLH*U~ HD*024**HLT*PPOV2N*ESP*****~ DTP*349*D8*20180801~ INS*N*01*030*XN*A*E***N~ REF*0F*00909090~ REF*1L*FA06165*RCS Retiree Central State*ZZ:71500~ DTP*303*D8*20180501~ NM1*IL*1*Dente*Allie*M***34*848484848~ PER*IP**HP*999996666~ N3*PO Box 52~ N4*Rome*TN*111114444~ DMG*D8*19351221*F~ HLH*U~ HD*024**HLT*PPOV2N*****~ DTP*349*D8*20180801~
	Dep 1	

File extract example 2 - Occasionally, the date of death will appear on the file for the HOC. If it is present, it will be on the INS line with a D8\* indicator. The date of death would appear for dependents on the INS line too and only occasionally.

### Before the change

### After the change

INS*Y*18*030*XN*A*E**FT**N~ REF*0F*00878787~ REF*1L*0717111*CSA Central State Active*ZZ:32732~	HOC	INS*Y*18*030*XN*A*E***TE**N~ REF*0F*00878787~
--	-----	--

DTP*303*D8*20180401~ DTP*336*D8*19911201~ NM1*IL*1*Bacon*Chris*P***34*818181818~ PER*IP**HP*9999955555~ N3*2396 Forest Trail~ N4*Woodfield*TN*111113333~ DMG*D8*19480207*M*I~ EC*08~ HLH*U~ HD*030**HLT*PRPV1B*EMP*****~ DTP*348*D8*20180101~		REF*1L*0717111*CSA Central State Active*ZZ:32732~ DTP*303*D8*20180401~ DTP*336*D8*19911201~ NM1*IL*1*Bacon*Chris*P***34*818181818~ PER*IP**HP*9999955555~ N3*2396 Forest Trail~ N4*Woodfield*TN*111113333~ DMG*D8*19480207*M*I~ EC*08~ HLH*U~ HD*024**HLT*PRPV1B*EMP*****~ DTP*349*D8*20180401~
---	--	--

## Scenario 10 - Future-dated benefit end - (potentially present up to four times)

Similar to an HOC death, where the termination of coverage is in the future, there are other times when a “future-dated termination” is present on the file. Terminations in the future can be from an upcoming retirement or from the aging off of dependents reaching 26 yrs or 65 yrs old for examples. One common characteristic among future terms is

- The date on the new DTP\*349 line (benefit-ending entry) will be after the date on the current DTP\*303 line (file maintenance date)

File extract example - The maintenance date on DTP\*303 is in May 1 2018. The date on DTP\*349 is June 1 2018. The records remain on the file until the DTP\*303 date reaches something after June 1, 2018

Before the change

After the change

INS*Y*18*030*XN*A*E**TE**N~ REF*0F*00868686~ REF*1L*0717111*RTE Loc Ed Retiree Teacher*ZZ:99105~ DTP*303*D8*20180501~ DTP*336*D8*20160301~ NM1*IL*1*Storm*Gail*S***34*797979797~ PER*IP**HP*999994444~ N3*PO Box 819~ N4*Weathertown*TN*111112222~ DMG*D8*19590803*F*M~ EC*08~ HLH*U~ HD*024**HLT*PRPV2B*EMP*****~ DTP*349*D8*20180601~	HOC	No longer on the file since the DTP*303 is after the DTP*349 line After DTP*303*D8*20180602~:  Not present on file
---	-----	---

## Scenario 11 - Reinstatement of benefits

Sometimes members who were previously terminated appear again on the file and it will look like they never ended coverage in the first place. These reinstatements can be within a month or two or cross over several months or even a year or two depending on the reinstatement reason. Some indicators of a reinstatement situation on a file will be:

- A previously sent DTP\*349 date for the HOC and any enrolled dependents at the time
- Any DTP\* 348 dates *from before* will reappear with the date they had before the DTP\*349 line was sent
- No new DTP\*348 date

File extract example - This member was terminated on the May 2018 file but then returned within a calendar month on the June 2018 file. The DTP\*348 is dated *before* the DTP\*349 line.

### Before the change

```

INS*Y*18*030*XN*A*E**TE**N~
REF*OF*00858585~
REF*1L*0717111*GA1 Local Gov Active Prem Level
1*ZZ:51295~
DTP*303*D8*20180501~
DTP*336*D8*20150101~
NM1*IL*1*Wood*Chuck*N.***34*787878787~
PER*IP**HP*9999933333~
N3*13432 Timber Ridge~
N4*Green House*TN*222223333~
DMG*D8*19791017*M*M~
EC*08~
HLH*U~
HD*024**HLT*PPLV1B*ECH*****~
DTP*349*D8*20180501~
INS*N*19*030*XN*A*E****N~
REF*OF*00858585~
REF*1L*0717111*GA1 Local Gov Active Prem Level
1*ZZ:51295~
DTP*303*D8*20180501~
NM1*IL*1*Wood*Holly*E***34*767676767~
PER*IP**HP*9999933333~
N3*13432 Timber Ridge~
N4*Green House*TN*222223333~
DMG*D8*20130731*F~
HLH*U~
HD*024**HLT*PPLV1B*****~
DTP*349*D8*20180501~

```

### After the change

```

H INS*Y*18*030*XN*A*E**FT**N~
O REF*OF*00858585~
C REF*1L*0717111*GA1 Local Gov Active Prem Level
1*ZZ:51295~
DTP*303*D8*20180601~
DTP*336*D8*20150101~
NM1*IL*1*Wood*Chuck*N.***34*787878787~
PER*IP**HP*9999933333~
N3*13432 Timber Ridge~
N4*Green House*TN*222223333~
DMG*D8*19791017*M*M~
EC*08~
HLH*U~
HD*030**HLT*PPLV1B*ECH*****~
DTP*348*D8*20180301~
D INS*N*19*030*XN*A*E****N~
e REF*OF*00858585~
p REF*1L*0717111*GA1 Local Gov Active Prem Level
1 1*ZZ:51295~
DTP*303*D8*20180601~
NM1*IL*1*Wood*Holly*E***34*767676767~
PER*IP**HP*9999933333~
N3*13432 Timber Ridge~
N4*Green House*TN*222223333~
DMG*D8*20130731*F~
HLH*U~
HD*030**HLT*PPLV1B*****~
DTP*348*D8*20180301~

```

<p>INS*Y*18*030*<del>XN</del>*A*E**TE**N~  REF*OF*00848484~  REF*1L*0717111*RCS Retiree Central State*ZZ:71600~  DTP*303*D8*20180401~  DTP*336*D8*20170301~  NM1*IL*1*Katz*Tom*A***34*757575757~  PER*IP**HP*9999922222~  N3*8444 Bird Run Ct~  N4*Gato City*TN*333334444~  DMG*D8*19540622*M*M~  EC*08~  HLH*U~  HD*024**HLT*PRPV1N*ESP*****~  DTP*349*D8*20180501~  INS*N*01*030*<del>XN</del>*A*E****N~  REF*OF*00848484~  REF*1L*0717111*RCS Retiree Central State*ZZ:71600~  DTP*303*D8*20180401~  NM1*IL*1*Katz*Alie****34*747474747~  PER*IP**HP*9999922222~  N3*8444 Bird Run Ct~  N4*Gato City*TN*333334444~  DMG*D8*19570408*F~  HLH*U~  HD*024**HLT*PRPV1N*****~  DTP*349*D8*20180501~</p>	<p>HOC</p> <p>Dep 1</p>	<p>INS*Y*18*030*<del>XN</del>*A*E**FT**N~  REF*OF*00838383~  REF*1L*0717111*RCS Retiree Central State*ZZ:71600~  DTP*303*D8*20180401~  DTP*336*D8*20171001~  NM1*IL*1*Katz*Alie****34*747474747~  PER*IP**HP*9999922222~  N3*8444 Bird Run Ct~  N4*Gato City*TN*333334444~  DMG*D8*19570408*F~W~  EC*08~  HLH*U~  HD*030**HLT*PRPV1N*EMP*****~  DTP*348*D8*20180501~</p>
---	-------------------------	--



File extract example 2 – Overlap - the active coverage under CSA terminated on 06/01/2018 and the retiree coverage under RCS effective started 06/01/2018. Notice the term transaction is after the new effective enrollment based on the line #'s provided.

On the same file

[illegible]

## Scenario 13 - Employee transfers

The State of TN divides the population into different benefits programs. These benefit programs are assigned to different benefit groups. For a list of these programs and groups refer the Appendix. Enrolled members can move from one program to another as a result of a status change. Some examples of changes would be a member ending *active* employee coverage and beginning *retirement* benefit coverage instead or when an active employee transfers from one agency to another.

- Depending upon what benefit programs or benefit groups are involved in the transfer, it may or may not be indicated on the file with a new DTP\*349 line or updated effective date on the existing DTP\*348 line.

### Will have a new DTP\*349 line and new \*348 date

### Will not have a DTP\*349 line or new \*348 date

Transfers involving either the CSA or PTP benefit programs to any other benefits program	Transfers within benefit programs CSA to CSA, or TEA to TEA
GA1 to GA2, TEA to TEO for examples	Transfers to different benefit groups exclude CSA and PTP benefit programs. Examples would be GA1 to TEA (local gov to local ed group), or GA3 to HED (local gov to higher ed group)
Any time a transfer also includes a change in enrollment resulting in a new plan code or coverage level	No changes in coverage level code or plan code

The file will *always* have:

- New assignments on the REF\*1L line for enrolled members and dependents in either the benefit program [REF03] field or after the \*ZZ: on this line or new assignments in both fields.

The file will *sometimes* have:

- For the losing or terminating benefit group and/or program
  - New DTP\*349 line for ending coverage on any enrolled members
- For the gaining or new benefit group and/or program
  - New date on DTP\*348 line for HOC and/or dependents in the new benefit group

File extract example 1 - This HOC is terminating from CSA benefit program and starting coverage under GA2 program. There are DTP\*349 and updated DTP\*348 lines since the CSA benefit program is involved.

## Before the change

```
INS*Y*18*030*XN*A*E**TE**N~
REF*0F*00818181~
REF*1L*985730*CSA Central State Active*ZZ:33710~
DTP*303*D8*20180701~
DTP*336*D8*20170816~
NM1*IL*1*Power*William***34*717171717~
PER*IP**HP*999992222~
N3*88 Builder Place~
N4*Majestic*TN*555556666~
DMG*D8*195901014*M*D~
EC*08~
HLH*U~
HD*024**VIS*VISEXP*EMP*****~
DTP*349*D8*20180601~
```

## After the change

```
INS*Y*18*030*XN*A*E**FT**N~
REF*0F*00818181~
REF*1L*985730*GA2 Local Gov Active Prem Level 2*ZZ:51050~
DTP*303*D8*20180701~
DTP*336*D8*20180601~
NM1*IL*1*Power*William****34*717171717~
PER*IP**HP*999992222~
N3*88 Builder Place~
N4*Majestic*TN*555556666~
DMG*D8*195901014*M*D~
EC*08~
HLH*U~
HD*030**VIS*VISEXP*EMP*****~
DTP*348*D8*20180701~
```

File extract example 2 – This member is transferring within the HED group, the only indicator the change is the new number following the ZZ: The DTP\*348 line remained the same before and after the change.

## Before the change

```
INS*Y*18*030*XN*A*E**FT**N~
REF*0F*00808080~
REF*1L*0717111*HED Higher Education*ZZ:18000~
DTP*303*D8*20180501~
DTP*336*D8*20041110~
NM1*IL*1*Barr*Kandy*B***34*707070707~
PER*IP**HP*999991111~
N3*3270 Dulce Drive~
N4*Hershey*TN*333337777~
DMG*D8*19780708*F*M~
EC*08~
HLH*U~
HD*030**HLT*PDON*ESP*****~
DTP*348*D8*20180101~
INS*N*01*030*XN*A*E***N~
REF*0F*00808080~
REF*1L*0717111*HED Higher Education*ZZ:18000~
DTP*303*D8*20180501~
NM1*IL*1*Barr*Aaron*M***34*696969696~
N3*3270 Dulce Drive~
N4*Hershey*TN*333337777~
DMG*D8*197300908*M~
HLH*U~
HD*030**HLT*PDON*****~
DTP*348*D8*20180101~
```

## After the change

HOC	<pre>INS*Y*18*030*XN*A*E**FT**N~ REF*0F*00808080~ REF*1L*0717111*HED Higher Education*ZZ:01000~ DTP*303*D8*20180501~ DTP*336*D8*20041110~ NM1*IL*1*Barr*Kandy*B***34*707070707~ PER*IP**HP*999991111~ N3*3270 Dulce Drive~ N4*Hershey*TN*333337777~ DMG*D8*19780708*F*M~ EC*08~ HLH*U~ HD*030**HLT*PDON*ESP*****~ DTP*348*D8*20180101~</pre>
Dep 1	<pre>INS*N*01*030*XN*A*E***N~ REF*0F*00808080~ REF*1L*0717111*HED Higher Education*ZZ:01000~ DTP*303*D8*20180501~ NM1*IL*1*Barr*Aaron*M***34*696969696~ N3*3270 Dulce Drive~ N4*Hershey*TN*333337777~ DMG*D8*197300908*M~ HLH*U~ HD*030**HLT*PDON*****~ DTP*348*D8*20180101~</pre>

<p>INS*Y*18*030*<b>XN</b>*A*E**FT**N~</p> <p>REF*OF*00797979~</p> <p>REF*1L*0717111*CSA Central State Active*ZZ:40433~</p> <p>DTP*303*D8*20180501~</p> <p>DTP*336*D8*20150622~</p> <p>NM1*IL*1*King*Joe****34*686868686~</p> <p>PER*IP**HP*9999900000~</p> <p>N3*215 Magic Alley~</p> <p>N4*Moony*TN*555554444~</p> <p>DMG*D8*19691123*M*M~</p> <p>EC*08~</p> <p>HLH*U~</p> <p>HD*030**HLT*PPOV1N*FAM*****~</p> <p>DTP*348*D8*20150701~</p> <p>INS*N*01*030*<b>XN</b>*A*E****N~</p> <p>REF*OF*00797979~</p> <p>REF*1L*0717111*CSA Central State Active*ZZ:40433~</p> <p>DTP*303*D8*20180501~</p> <p>NM1*IL*1*King*Lee****34*676767676~</p> <p>PER*IP**HP*9999900000~</p> <p>N3*215 Magic Alley~</p> <p>N4*Moony*TN*555554444~</p> <p>DMG*D8*19750505*F~</p> <p>HLH*U~</p> <p>HD*030**HLT*PPOV1N*****~</p> <p>DTP*348*D8*20150701~</p> <p><b>INS*N*19*030*<b>XN</b>*A*E****N~</b></p> <p>REF*OF*00797979~</p> <p>REF*1L*0717111*CSA Central State Active*ZZ:40433~</p> <p>DTP*303*D8*20180501~</p> <p>NM1*IL*1*King*May*E***34*656565656~</p> <p>PER*IP**HP*9999900000~</p> <p>N3*215 Magic Alley~</p> <p>N4*Moony*TN*555554444~</p> <p>DMG*D8*19970816*F~</p> <p>HLH*U~</p> <p>HD*030**HLT*PPOV1N*****~</p> <p>DTP*348*D8*20150701~</p>	<p>HO</p> <p>INS*Y*18*030*<b>XN</b>*A*E**FT**N~</p> <p>REF*OF*00797979~</p> <p>REF*1L*0717111*CSA Central State Active*ZZ:40433~</p> <p>DTP*303*D8*20180601~</p> <p>DTP*336*D8*20150622~</p> <p>NM1*IL*1*King*Joe****34*686868686~</p> <p>PER*IP**HP*9999900000~</p> <p>N3*215 Magic Alley~</p> <p>N4*Moony*TN*555554444~</p> <p>DMG*D8*19691123*M*M~</p> <p>EC*08~</p> <p>HLH*U~</p> <p>HD*030**HLT*PPOV1N*FAM*****~</p> <p>DTP*348*D8*20150701~</p> <p>INS*N*01*030*<b>XN</b>*A*E****N~</p> <p>REF*OF*00797979~</p> <p>REF*1L*0717111*CSA Central State Active*ZZ:40433~</p> <p>DTP*303*D8*20180601~</p> <p>NM1*IL*1*King*Lee****34*676767676~</p> <p>PER*IP**HP*9999900000~</p> <p>N3*215 Magic Alley~</p> <p>N4*Moony*TN*555554444~</p> <p>DMG*D8*19750505*F~</p> <p>HLH*U~</p> <p>HD*030**HLT*PPOV1N*****~</p> <p>DTP*348*D8*20150701~</p> <p><b>INS*N*19*030*<b>XN</b>*A*E****N~</b></p> <p>REF*OF*00797979~</p> <p>REF*1L*0717111*CSA Central State Active*ZZ:40433~</p> <p>DTP*303*D8*20180601~</p> <p><b>DTP*338*D8*20160731~</b></p> <p>NM1*IL*1*King*May*E***34*656565656~</p> <p>PER*IP**HP*9999900000~</p> <p>N3*215 Magic Alley~</p> <p>N4*Moony*TN*555554444~</p> <p>DMG*D8*19970816*F~</p> <p>HLH*U~</p> <p>HD*030**HLT*PPOV1N*****~</p> <p>DTP*348*D8*20150701~</p>
---	--

## Scenario 15 - Surviving spouse (medical benefit only)

After the death of an HOC, if the HOC was on retiree medical coverage at the time of death, and the spouse was covered on medical then too, after the 6 months of free coverage, the spouse can choose to keep medical coverage. When this scenario happens, the spouse's record becomes the head of contract. It is important to note, the surviving spouse will be assigned a new employee id number at this point and will no longer be passed as part of the deceased HOC's record. Some indicators of this situation will be:

- INS\* line will now indicate spouse as an HOC
- REF\*OF line for survivor will have a new employee id (after 6 months of free coverage)
- DMG\*line will may a W for widowed (for a list of marital status codes, refer *Table 8J: DMG*)
- NM1\*line will have the same SSN # as when member was a dependent
- Previously sent DTP\*349 date for the member as a dependent
- Scenario is found on 834 files with medical enrollments

File extract example-Member was initially covered as a spouse on HOC plan. She is eligible under "surviving spouse" conditions and chose to carry her own coverage going forward. She is now the HOC.

### Before the change

```

INS*N*01*030*XN*A*A***N~
REF*OF*00787878~
REF*1L*0717111*HED Higher Education*ZZ:00045~
DTP*303*D8*20180401~
DTP*338*D8*20040101~
NM1*IL*1*Wise*Penny****34*646464646~

N3*55 Lincoln Place~
N4*Dinero*TN*111115555~
DMG*D8*19540331*F~

HLH*U~
HD*024**HLT*PPOV1N*****~
DTP*349*D8*20180501~
  
```

### After the change

```

INS*Y*18*030*XN*A*E**FT**N~
REF*OF*00757575~
REF*1L*0717111*RCS Retiree Central State*ZZ:71999~
DTP*303*D8*20180401~
DTP*336*D8*20180401~
NM1*IL*1*Wise*Penny****34*646464646~
PER*IP**HP*8888899999~
N3*55 Lincoln Place~
N4*Dinero*TN*111115555~
DMG*D8*19540331*F*W~
EC*08~
HLH*U~
HD*030**HLT*PPOV1N*EMP*****~
DTP*348*D8*20180501~
  
```

<p>INS*Y*18*030*<b>XN</b>*A*E**RT**N~</p> <p>REF*OF*00767676~</p> <p>REF*1L*0717111*CSA Central State Active*ZZ:32942~</p> <p>DTP*286*D8*20180426~</p> <p>DTP*303*D8*20180601~</p> <p>NM1*IL*1*White*Barry***III*34*636363636</p> <p>PER*IP**HP*8888877777~</p> <p>N3*7717 Gate Way~</p> <p>N4*Green House*TN*222223333~</p> <p>DMG*D8*19520222*M*M~</p> <p>EC*08~</p> <p>HLH*U~</p> <p>HD*024**HLT*PRPV1N*ESP*****~</p> <p>DTP*349*D8*20180601~</p> <p>INS*N*01*030*<b>XN</b>*A*E****N~</p> <p>REF*OF*00767676~</p> <p>REF*1L*0717111*CSA Central State Active*ZZ:32942~</p> <p>DTP*303*D8*20180601~</p> <p>NM1*IL*1*While*Pearl*E***34*626262626~</p> <p>PER*IP**HP*8888866666~</p> <p>N3*7717 Gate Way~</p> <p>N4*Green House*TN*222223333~</p> <p>DMG*D8*19560622*F~</p> <p>HLH*U~</p> <p>HD*024**HLT*PRPV1N*****~</p> <p>DTP*349*D8*20180601~</p>	<p>HOC</p> <p>Dep 1</p>	<p>INS*Y*18*030*<b>XN</b>*A*E**FT**N~</p> <p>REF*OF*00767676~</p> <p>REF*1L*0717111*RCS Retiree Central State*ZZ:71100~</p> <p>DTP*303*D8*20180601~</p> <p>DTP*336*D8*20180501~</p> <p>NM1*IL*1*White*Barry***III*34*636363636</p> <p>PER*IP**HP*8888877777~</p> <p>N3*7717 Gate Way~</p> <p>N4*Green House*TN*222223333~</p> <p>DMG*D8*19520222*M*M~</p> <p>EC*08~</p> <p>HLH*U~</p> <p>HD*030**HLT*PRPV1N*SPO*****~</p> <p>DTP*348*D8*20180601~</p> <p>INS*N*01*030*<b>XN</b>*A*E****N~</p> <p>REF*OF*00767676~</p> <p>REF*1L*0717111*RCS Retiree Central State*ZZ:71100~</p> <p>DTP*303*D8*20180601~</p> <p>NM1*IL*1*White*Pearl*E***34*626262626~</p> <p>PER*IP**HP*8888866666~</p> <p>N3*7717 Gate Way~</p> <p>N4*Green House*TN*222223333~</p> <p>DMG*D8*19560622*F~</p> <p>HLH*U~</p> <p>HD*030**HLT*PRPV1N*****~</p> <p>DTP*348*D8*20180601~</p>
--	-------------------------	--

## Scenario 17 - COBRA enrollments

Eligible members whose coverage terminated can choose to enroll in COBRA. If the member had an employee ID before, he/she will keep the same employee ID found on the REF\*OF line. If the member did not have an employee ID before, he/she will receive an employee ID that starts with a "C." The employee ID will either be six digits or eleven digits including the "C" at the beginning. Some values representative of this situation will be:

- INS\* line will have a "C" instead of an "A"
- REF\*OF line can have the same employee ID as before or one that begins with a "C000000####"
- NM1\*line will have the same SSN as when member was on active coverage
- A previously sent DTP\*349 date for the member

File extract example - This member had coverage as the HOC when active and chose COBRA once terminated. The member keeps the same employee ID on the REF\*OF line since she had an ID already.

Before the change

```
INS*Y*18*030*XN*A*E**TE**N~
REF*OF*00757575~
REF*1L*0717111*CSA Central State Active*ZZ:31720~
DTP*303*D8*20180501~
DTP*336*D8*20130211~
NM1*IL*1*Poole*Jeane*M***34*616161616~
PER*IP**HP*888885555~
N3*31019 Water Way~
N4*Everblue*TN*333335555~
DMG*D8*19641001*F*D~
EC*08~
HLH*U~
HD*024**HLT*PRPV1N*EMP*****~
DTP*349*D8*20180501~
```

After the change

```
INS*Y*18*030*XN*C*E*1*TE**N~
REF*OF*00757575~
REF*1L*0717111*CSA Central State Active*ZZ:31720~
DTP*303*D8*20180701~
DTP*336*D8*20130211~
NM1*IL*1*Poole*Jeane*M***34*616161616~
PER*IP**HP*888885555~
N3*31019 Water Way~
N4*Everblue*TN*333335555~
DMG*D8*19641001*F*D~
EC*08~
HLH*U~
HD*030**HLT*PRPV1N*EMP*****~
DTP*348*D8*20180501~
```

File extract example - This member first had coverage as a *dependent* and never had an employee ID. For COBRA coverage a new employee ID is now present on the REF\*OF line that starts with a "C000000."

Before the change

```
INS*N*01*030*XN*A*E***N~
REF*OF*747474~
REF*1L*0717111*CSA Central State Active*ZZ:34570~
DTP*303*D8*20180401~

NM1*IL*1*Case*Justine****34*595959595~

N3*6477 Rainbow Rd~
N4*Weathertown*TN*11112222~
DMG*D8*19571212*F~

HLH*U~
HD*024**HLT*PPOV1B*****~
DTP*349*D8*20180401~
```

After the change

```
INS*Y*18*030*XN*C*E*1*TE**N~
REF*OF*C0000009999~
REF*1L*0717111*CSA Central State Active*ZZ:34570~
DTP*303*D8*20180601~
DTP*336*D8*20110104~
NM1*IL*1*Case*Justine****34*595959595~
PER*IP**HP*888884444~
N3*6477 Rainbow Rd~
N4*Weathertown*TN*11112222~
DMG*D8*19571212*F*M~
EC*08~
HLH*U~
HD*030**HLT*PPOV1B*EMP*****~
DTP*348*D8*20180401~
```

## Appendix

List # 1: Benefit Program Codes [REF03]

Benefit Program ID Code	Description	Benefits Group (used for reporting)
CSA	Central State Active	State
CSO	Central State Out of State	State
FIR	Full Time Irregular Officer Cd	State
FML	FML Benefits Billing	State
GA1	Local Gov Active Prem Level 1	Local Government
GA2	Local Gov Active Prem Level 2	Local Government
GA3	Local Gov Active Prem Level 3	Local Government
HED	Higher Education	State
MSC	Limited Term (i.e. Legislators)	State
OLA	Offline Actives	State
OLC	Offline Closed	State
PAR	Part Time Non-1450 Hours	State
PTN	Local Education 25 Hours	Local Education
PTP	Part Time 1450 Hours	State
RCS	Retiree Central State	State
RG1	Local Gov Retiree Prem Level 1	Local Government
RG2	Local Gov Retiree Prem Level 2	Local Government
RG3	Local Gov Retiree Prem Level 3	Local Government
RGF	Retiree Grandfathered	State
RSS	Loc Ed Retiree Support Staff	Local Education
RTE	Loc Ed Retiree Teacher	Local Education
SUR	Survivor Benefit Program	State
TEA	Local Education	Local Education
WCP	Workers Compensation	State
ALL	No specific assignment	Contact us and we will provide the correct benefit program code.

These codes are used to derive *Public Sector plan type per contract*

List # 2: Benefit Plan Coverage Codes [HD04]

Plan Coverage ID Codes - Medical	Description	Benefits Groups
PPLV1N	Limited PPO BCBS S	Local Ed and Local Gov
PPLV2N	Limited PPO Cigna LP	Local Ed and Local Gov
PPLV1B	Limited PPO BCBS P	Local Ed and Local Gov
PPLV2B	Limited PPO Cigna OAP	Local Ed and Local Gov
PPOV1N	Standard PPO BCBS S	All
PPOV2N	Standard PPO Cigna LP	All
PPOV1B	Standard PPO BCBS P	All
PPOV2B	Standard PPO Cigna OAP	All
PRPV1N	Premier PPO BCBS S	All
PRPV2N	Premier PPO Cigna LP	All
PRPV1B	Premier BCBS P	All
PRPV2B	Premier Cigna OAP	All
HSIV1N	Local CDHP BCBS S	Local Ed and Local Gov
HSIV2N	Local CDHP Cigna LP	Local Ed and Local Gov



<b>HSIV1B</b>	Local CDHP BCBS P	Local Ed and Local Gov
<b>HSIV2B</b>	Local CDHP Cigna OAP	Local Ed and Local Gov
<b>HSAV1N</b>	CDHP/HSA BCBS S	State, Higher Ed, and Offline agencies
<b>HSAV2N</b>	CDHP/HSA Cigna LP	State, Higher Ed, and Offline agencies
<b>HSAV1B</b>	CDHP/HSA BCBS P	State, Higher Ed, and Offline agencies
<b>HSAV2B</b>	CDHP/HSA Cigna OAP	State, Higher Ed, and Offline agencies
<b>Plan Coverage ID Codes Non Medical</b>	<b>Description</b>	
<b>MEDSUP</b>	The Tennessee Plan Supplemental Medical Cvg for Retirees with Medicare	All
<b>MSDUAL</b>	The Tennessee Plan Supplemental Medical Cvg for Retirees with Medicare - Dual Service	All
<b>VISBAS</b>	Basic Vision	All
<b>VISEXP</b>	Expanded Vision	All
<b>PDON</b>	Dental Preferred Provider Org	All
<b>PDRN</b>	Dental Preferred Provider Ret	All
<b>PPDN</b>	Dental Health Maintenance Org	All
<b>PPRN</b>	Dental Health Maintenance Org Ret	All
<b>EAP</b>	Employee Assistance Program	All