

# PEBTF EDI Companion Document

## 1. General Information

- a. **Contact Information.** Support available during normal business hours.
  - i. For 834 replacement files only, Email: [operations@pebtf.org](mailto:operations@pebtf.org)
  - ii. E-mail: [edi@pebtf.org](mailto:edi@pebtf.org) ( *Do not e-mail transactions – see Media Supported* )
  - iii. Phone: 717-561-4750  
HIPAA/EDI Department  
Hours: 8:00 – 5:00 P.M. EST Monday - Friday
- b. **System Operating Hours**
  - i. PEBTF's FTP Server will be available 24 hours a day 7 days a week except during system maintenance. Notifications from PEBTF's Operations Department are sent via email to inform of when the system will be unavailable.
  - ii. Other media will be processed according to current business rules.
  - iii. Transactions received on observed PEBTF holidays may be processed the following business day.
- c. **Authorization Process**
  - i. A signed PEBTF Trading Partner Agreement on file with the PEBTF is required prior to exchanging HIPAA X12 EDI transactions.
- d. **Testing Policy**
  - i. A signed PEBTF Trading Partner Agreement must be on file prior to testing transactions. Some exceptions may be made during initial testing.
  - ii. New Trading Partners will cooperate with the PEBTF in testing transactions prior to submission of production data.
  - iii. Existing Trading Partners will cooperate with the PEBTF in testing any changes in submission format or content prior to submission of production data.
  - iv. The PEBTF will notify all Trading Partners of the effective date for production data after successful testing has been completed.
  - v. Testing will continue until both parties are satisfied that the transactions are correct and can be processed by the respective host systems.
- e. **Transaction Size**
  - i. As indicated in the implementation guide.
- f. **Non standard transactions**
  - i. The PEBTF at its discretion may in some cases use the PEBTF FTP Server system to process non standard file transfers with its business associates.
- g. **Certification**
  - i. Certification of outbound transactions by the PEBTF is in progress. We encourage our trading partners to certify their inbound transactions to us. It will speed up the testing process considerably.

## **2. Media supported**

- a. Inbound Transactions:
  - i. All Test and Production transactions use FTP Server.
- b. Outbound Transactions:
  - i. All Test and Production transactions use FTP Server.

## **3. Transmission Envelopes**

- a. Delimiters
  - i. Data Element Separator \* ( asterisk )
  - ii. Segment Terminator ~ ( tilde )
  - iii. Composite Data Element Separator : ( colon )
- b. ISA Requirements
  - i. This fixed length segment will be used following the guidelines as stated in the implementation guides.
- c. GS Requirements
  - i. According to the implementation guides.

## **4. Detail of the ANSI 834**

- a. ASC X12N 834 (005010X220A1)
  - i. The ASC X12 Standards for Electronic Data Interchange Technical Report Type 3 for Benefit Enrollment and Maintenance (834) including the January 2009 Errata will be used in creating enrollment transactions.
  - ii. Verify and change/update type files will be produced.
- b. Data element guidelines
  - i. Segment and codes usage is outlined in the “Outgoing Eligibility v5010 Benefit and Enrollment Maintenance 834” guide which is a separate document that can be accessed using this website.
  - ii. An envelope will contain multiple transaction sets if a trading partner offers multiple plan levels for a specific covered group unless a different agreement was made with a trading partner.

## **5. Detail of the ANSI 999 Functional Acknowledgement**

- a. Electronic Data Interchange Technical Report Functional Acknowledgement 999 X12 Transaction Set Implementation Guide (005010X231A1).
- b. Segment and codes usage is outlined in the “999 Implementation Guide” which is a separate document that can be accessed using this website.

## **6. Detail of the ANSI 837 Inbound**

- a. The Addenda version 5010 of the 837 will be the only version supported.
- b. Inbound Claims submitted for payment
  - i. Any paper attachments currently required for processing will continue to be required. The PWK segment would then be required.

**This document is subject to change in accordance with the business requirements of the PEBTF.**