

GHI

HIPAA Transaction Standard Companion
Guide

**Refers to the X12N Implementation Guide
004010X095A1: 834 Benefit Enrollment
and Maintenance Transaction**

HIPAA Readiness Disclosure Statement

Group Health Incorporated has been following the evolution of the Administrative Simplification provisions of the Health Insurance Portability and Accountability Act (HIPAA) since its inception in 1996. Our goal is to ensure our systems, supporting business processes, policies, and procedures can successfully meet the implementation standards and deadlines mandated by the United States Department of Health and Human Services (DHHS).

To achieve this goal, we have or are in the process of accomplishing the following:

- Formation of an Executive HIPAA Steering Committee
- Establishment of a HIPAA Program Management Office
- Completion of an impact assessment on business processes and systems
- Development and implementation of HIPAA Education and Awareness programs
- Identification of specific remediation projects necessary to mitigate actual or potential exposures
- Assessment of the impact the HIPAA requirements may have on our products and services
- Evaluation of our business processes and best practices to realize the benefits of Administrative Simplification

The Health Insurance Portability and Accountability Act (HIPAA) was signed into Federal Law on August 21, 1996. HIPAA mandates standards for Electronic Data Interchange (EDI) transactions and code sets. It establishes uniform health care identifiers for providers, health plans, and employers. Compliance with HIPAA requires the use of ANSI ASC X12N (Version 4010A1) transaction standards and implementation guides. The rules for transactions and code sets were scheduled to go into effect October 16, 2002. However, most covered entities, including Group Health Incorporated, obtained the one-year extension. Group Health Incorporated will be compliant by October 16, 2003.

The rules and regulations adopted under HIPAA apply to “covered entities” (health plans, health care clearinghouses, and health care providers) who transmit health care data electronically in connection with the transactions covered under HIPAA. All covered entities must comply with the standards adopted by HIPAA by the compliance date.

Preface

This *Companion Guide* to the *ASC X12N Implementation Guides* adopted under HIPAA clarifies and specifies the data content being requested when data is electronically transmitted to GHI. Transmissions based on this *Companion Guide*, used in tandem with the X12N Implementation Guides, are compliant with both X12 syntax and those guides.

This *Companion Guide* is intended to convey information that is within the framework of the *ASC X12N Implementation Guides* adopted for use under HIPAA. The *Companion Guide* is not intended to convey information that in any way exceeds the requirements or use of data expressed in the *Implementation Guides*.

1. Introduction

This section identifies GHI specific requirements for the 834 4010A1 implementation guide using available data contained within the implementation guide by use of a table. The table contains specific information that clarifies and defines specific segments/ loops by:

- Field size limitation
- Data Element Code limitation
- Entry of specific field data
- Mandatory use of a situational segment

2. General Information

- a) GHI will only accept a single ISA (Interchange Control Header)/ IEA (Interchange Control Trailer) interchange. Within each ISA/IEA interchange, a submitter can send multiple GS (Functional Group Header)/ GE (Functional Group Trailer) groups for the same transaction type only.
- b) GHI will not support a single transmission containing different transactions, such as an 834 (Benefit enrollment) and a 276 (claim status request).

Page #	Loop ID	Reference	Name	Codes	Length	Comments
B.3		ISA	Interchange Control Header			
B.3		ISA01	Authorization Information Qualifier	00		
B.4		ISA03	Security Information Qualifier	00		
B.4		ISA05	Interchange ID Qualifier	ZZ		
B.4		ISA06	Interchange Sender ID			Use your sender ID. Right pad with spaces to fifteen (15) characters.
B.4		ISA07	Interchange Control Receiver ID qualifier	ZZ		
B.5		ISA08	Interchange Control Receiver ID			135511997. Right pad with spaces to fifteen (15) characters.
B.5		ISA13	Interchange Control Number			This Unique Number must be identical to the Interchange Control Number in IEA02. Right justify, left pad with zeros to nine (9) bytes. Each submitter must start with a value of '1' and increment by one (1) each time a file is sent.
B.7		IEA	Interchange Control Trailer			
B.7		IEA02	Interchange Control Number			This Unique Number must be identical to the Interchange Control Number in ISA13. Right justify, left pad with zeros to nine (9) bytes. Each submitter must start with a value of '1' and increment by one (1) each time a file is sent.
B.8		GS	Functional Group Header			
B.8		GS02	Application Sender's ID			Use the same value that was entered in ISA06.
B.8		GS03	Application Receiver's ID			135511997
B.9		GS06	Group Control Number			This Unique Number must be identical to the Group Control Number in GE02. Each submitter must start with a value of '1' and increment by one (1) each time a file is sent.
B.10		GE	Functional Group Trailer			
B.10		GE02	Group Control Number			This Unique Number must be identical to the Group Control Number in GS06. Each submitter must start with a value of '1' and increment by one (1) each time a file is sent.

Page #	Loop ID	Reference	Name	Codes	Length	Comments
27		ST	Transaction Set Header			
27		ST02	Transaction Set Control Number			This Unique Number must be identical to the Transaction Set Control Number in SE02. Left pad with zeros – minimum of four (4) bytes to a maximum of nine (9) bytes. Each submitter must start with a value of '0001' and increment by one (1) each time a file is sent.
28		BGN	Beginning Segment			
31		BGN08	Action Code	2		To ensure efficient processing of the enrollment files, it is recommended to populate this field with a value of '2' to represent Change (Update).
43	2000	INS	Member Level Detail			
46	2000	INS04	Maintenance Reason code			To ensure the correct processing of changes, it is recommended that the maintenance reason code be entered.
53	2000	REF	Member Policy Number			
53	2000	REF02	Reference Identification		9	To ensure efficient processing, it is recommended to populate this field with the nine (9) character GHI Group Number.
55	2000	REF	Member Identification Number			
55	2000	REF01	Reference Identification Qualifier	23		
56	2000	REF02	Reference Identification		5	To ensure efficient processing, it is recommended to populate this field with the five (5) character GHI Category Number.
135	2300	REF	Health Coverage Policy Number			
135	2300	REF01	Reference Identification Qualifier	1L		
136	2300	REF02	Reference Identification		9	To ensure efficient processing, it is recommended to populate this field with the nine (9) character GHI Group Number.
158		SE	Transaction Set Trailer			
158		SE02	Transaction Set Control Number			This Unique Number must be identical to the Transaction Set Control Number in ST02. Left pad with zeros – minimum of four (4) bytes to a maximum of nine (9) bytes. Each submitter must start with a value of '0001' and increment by one (1) each time a file is sent.