



Standard Companion Guide Trading Partner Information

Instructions related to Transactions based on ASC X12 Implementation Guides, version 005010

Companion Guide Version Number: 2.1

December 24, 2020

This template is Copyright © 2011 by The Workgroup for Electronic Data Interchange (WEDI) and the Data Interchange Standards Association (DISA), on behalf of the Accredited Standards Committee (ASC) X12. All rights reserved. It may be freely redistributed in its entirety provided that this copyright notice is not removed. It may not be sold for profit or used in commercial documents without the written permission of the copyright holder. This document is provided “as is” without any express or implied warranty. Note that the copyright on the underlying ASC X12 Standards is held by DISA on behalf of ASC X12.

2013 © Companion Guide copyright by N/A.

Disclaimer: The Ohio Department of Medicaid - Trading Partner Information Guide has been provided as an instructional tool. While every effort is made to assure the information provided is accurate and current, it must be accepted and used by the recipient with the understanding that no warranties, expressed or implied, concerning the accuracy, reliability or suitability of this data have been made. The State of Ohio, Department of Medicaid, their agents, and the developers of this web site assume no liability whatsoever associated with the use or misuse of the data contained herein.

Preface

Companion Guides (CG) may contain two types of data, instructions for electronic communications with the publishing entity (Trading Partner Information) and supplemental information for creating transactions for the publishing entity while ensuring compliance with the

associated ASC X12 Implementation Guide (IG) (Transaction Instructions). Either the Trading Partner Information component or the Transaction Instruction component must be included in every CG. The components may be published as separate documents or as a single document.

The Trading Partner Information component is included in the CG when the publishing entity wants to convey the information needed to commence and maintain communication exchange.

The Transaction Instruction component is included in the CG when the publishing entity wants to clarify the IG instructions for submission of specific electronic transactions. The Transaction Instruction component content is limited by ASCX12's copyrights and Fair Use statement.

Table of Contents

1	TP Introduction.....	7
1.1	Purpose.....	7
1.2	Scope.....	7
1.3	Overview.....	7
1.4	References.....	8
1.4.1	EDI Basics.....	8
1.4.2	Government / Associations.....	8
1.4.3	ASC X12 Standards.....	8
1.4.4	Ohio Department of Medicaid.....	8
1.5	Additional Information.....	8
2	Getting Started.....	9
2.1	Working Together.....	9
2.2	Trading Partner Registration.....	9
2.2.1	Medicaid Trading Partner Profile Form.....	10
2.2.2	Electronic Data Interchange (EDI) Trading Partner Agreement (TPA).....	10
2.3	Trading Partner Testing and Certification Process.....	11
2.3.1	Transmission Files.....	11
2.3.2	Creating a Test File.....	11
2.3.3	Phases of Testing.....	11
2.3.4	Testing Information for 835 Only Trading Partners.....	12
2.3.5	Testing Information for Managed Care Organizations to Receive the 834-820 Monthly Member Roster/Premium Pay.....	13
3	Testing and Certification Requirements.....	13
3.1	Testing Requirements.....	13
3.1.1	Phase I Testing Parameters.....	13
3.1.2	Phase II and Phase III Testing Parameters.....	14
3.2	Certification Requirements.....	14
3.2.1	Completing Testing Successfully.....	15
3.2.2	Moving to Production.....	15
3.2.3	Designation of 835 or 834-820 Trading Partner (ODM 06306).....	15

4	Connectivity / Communications	16
4.1	Process flows	16
4.2	Transmission Administrative Procedures	20
4.2.1	Re-transmission procedures	20
4.3	Communication Protocols	20
4.3.1	Connecting to the OXI Trading Partner Mailbox Portal (HTTPS)	20
4.3.2	Connecting Using Secure FTP	21
4.3.3	Connecting using the CORE approved method	21
4.4	Security Protocols	21
4.4.1	Passwords for HTTPS Connections	21
4.4.2	Passwords for SFTP Connections	21
4.4.3	Passwords for CORE	22
5	Contact information	22
5.1	EDI Customer Service	22
5.2	EDI Technical Assistance	22
5.3	Provider Services	22
5.4	Applicable websites / e-mail	22
6	Control Segments / Envelopes	23
6.1	ISA-IEA	23
6.1.1	Example of the ISA Segment for a Test File	23
6.1.2	Example of the ISA Segment for a Production File	24
6.2	GS-GE	24
6.3	ST-SE	24
7	Acknowledgements and Reports	24
7.1	ASC X12 Acknowledgments	24
7.1.1	999 Implementation Acknowledgement for Health Care Insurance	24
7.1.2	Unsolicited 277 – Accepted Claims and Rejected Claims	25
7.1.3	824 Application Advice	25
7.2	Report Inventory	25
8	Additional Trading Partner Information	26
8.1	Implementation Checklist	26
8.2	Transmission Examples	26

8.3 Trading Partner Agreement 26

8.4 Frequently Asked Questions..... 27

8.5 Other Resources 27

9 TP Change Summary27

Trading Partner Information (TP)

1 TP Introduction

1.1 Purpose

This document is intended to provide information from the author of this guide to trading partners to give them the information they need to exchange EDI data with the author. This includes information about registration, testing, support, and specific information about control record setup.

1.2 Scope

The EDI Trading Partner Information Guide presents the basic requirements for planning and implementing an EDI-based system for the exchange of ASC X12 transactions with the Ohio Department of Medicaid (ODM). This guide includes information about connectivity, testing parameters, production authorization parameters, and additional information that the new or experienced trading partner will find useful when starting and maintaining an EDI relationship with the ODM. The guide is designed to be used in conjunction with the ASC X12 Type 3 Technical Reports (TR3) adopted under HIPAA and other ASC X12 acknowledgement transactions. In addition, ODM has developed [Companion Guides](#) to be used in tandem with the X12 Consolidated Guides. The Companion Guides are compliant with both the X12 syntax and the Consolidated Guides. Each Companion Guide is intended to convey information that is contained within the framework of the ASC X12 Type 3 Technical Reports (TR3) adopted for use under HIPAA. The Companion Guides are not intended to convey information that in any way exceeds the requirements or usages of data expressed in the ASC X12 Consolidated Guides.

1.3 Overview

The information contained in this guide is meant to provide assistance regarding the electronic submission of health information to the ODM. The sole purpose of this document is to provide guidance to entities who wish to become a trading partner. Every effort has been made to assure the information in this guide

conforms to current requirements of the law. Each Medicaid provider and trading partner has the ultimate responsibility to follow federal and state laws, including the [Ohio Administrative Code](#) (OAC). All users of this guide are advised to review these legal requirements with their legal counsel.

1.4 References

In addition to the resources available on the ODM Trading Partner website at: <http://medicaid.ohio.gov/PROVIDERS/Billing/TradingPartners.aspx>, there are other websites that contain helpful information to assist in the implementation of the electronic data interchange process. The links to these websites are listed below and are separated by category for easy reference.

1.4.1 EDI Basics

For information about EDI software and services, see [1EDI Source, Inc.](#)

1.4.2 Government / Associations

- Center for Medicare and Medicaid Services: <http://www.cms.hhs.gov>
- Answers to Frequently Asked Questions: <https://questions.cms.gov/>
- HHS Office for Civil Rights (Privacy) <http://www.hhs.gov/ocr/hipaa/>
- WEDI: Workgroup for EDI <https://www.wedi.org/>
- CMS website for NPI: <https://nppes.cms.hhs.gov/NPPES/Welcome.do>

1.4.3 ASC X12 Standards

- Washington Publishing Company - <http://www.wpc-edi.com/>
- American National Standards Institute - <https://ansi.org/>
- Accredited Standards Committee – <http://www.x12.org/>

1.4.4 Ohio Department of Medicaid

- ODM web site - <http://www.medicaid.ohio.gov/>

1.5 Additional Information

ODM partners with DXC Technology to receive all HIPAA X12 transactions that are directed to Ohio Medicaid. DXC forwards all response transactions from Ohio Medicaid.

DXC is an information services company that provides HIPAA EDI transaction communication, processing and security services for Ohio Medicaid. The software utilized by DXC is optimized for healthcare transactions as defined by HIPAA Transaction and Code Sets standards.

All transactions are moved via secure Internet transmission using encryption as approved by the Centers for Medicare and Medicaid Services (CMS).

2 Getting Started

2.1 Working Together

The EDI Support team is available Monday through Friday 8:00 a.m. – 4:30 p.m. (ET/EST) by calling (844) 324-7089 or (800) 686-1516 opt.4 or via email at OhioMCD-EDI-Support@dxc.com.

Entities meeting the definition of a trading partner may enroll and submit EDI transactions recognized by ODM by completing the following as stipulated in OAC 5160-1-20 Electronic data interchange (EDI) trading partner enrollment and testing.

- Medicaid Trading Partner Profile Form
<https://portal.ohmits.com/Public/Trading%20Partners/tabId/51/Default.aspx>
- Electronic Data Interchange (EDI) Trading Partner Agreement
<http://medicaid.ohio.gov/PROVIDERS/Billing/TradingPartners/RequiredFormsandTechnicalLetters.aspx>

NOTE: If at any time the company who enrolls as a trading partner with ODM changes their tax id, the company we contracted with is a different company and new enrollment, testing, etc. will be required.

(Please visit: <http://www.irs.gov/Businesses/Small-Businesses-&-Self-Employed/Do-You-Need-a-New-EIN> if you have any questions on this requirement).

2.2 Trading Partner Registration

An EDI Trading Partner is any entity (provider, billing service, software vendor, employer group, financial institution, etc.) that transmits electronic data to or receives electronic data from another entity.

A trading partner, as defined in the OAC 5160-1-20 Electronic data interchange (EDI) trading partner definitions and criteria to enroll as an EDI trading partner, is a covered entity (CE) that submits/receives electronic transactions in its role as an eligible provider for purposes directly related to the administration or provision of medical assistance provided under a public assistance program.

A covered entity, as defined in 45 Code of Federal Regulations (CFR) 160.103, is a health plan, a health care clearinghouse, or a health care provider that transmits health care information in an electronic format in connection with a transaction covered by OAC 5160-1-20.

2.2.1 Medicaid Trading Partner Profile Form

ODM requires that the Medicaid Trading Partner Profile form be completed using the Trading Partner Enrollment process. The information requested includes:

- Company name and tax ID
- Primary contact for the trading partner (the person who submits EDI files)
- Secondary contact as a backup for the primary point of contact or as a business contact
- Third contact for technical support (such as a software vendor)
- ASC X12 transaction sets to be exchanged

The information must be provided using the Trading Partner Enrollment page on the MITS portal.

<https://portal.ohmits.com/Public/Trading%20Partners/tabId/51/Default.aspx>

NOTE: If any of your contact information changes, you must inform the EDI Support team by email so that we may keep your information up to date. Incorrect contact information will impact alerts or other notifications sent to your company.

2.2.2 Electronic Data Interchange (EDI) Trading Partner Agreement (TPA)

An EDI Trading Partner Agreement is a contract between parties who have chosen to become electronic business partners. The EDI Trading Partner Agreement stipulates the general terms and conditions under which the partners agree to exchange information electronically. The document defines participant roles, communication, and security requirements. The agreement can be found here:

<http://medicaid.ohio.gov/PROVIDERS/Billing/TradingPartners/RequiredFormsandTechnicalLetters.aspx>

Download the agreement and sign the original in blue ink. Scan in color and email as an attachment to: TradingPartnerAgreements@medicaid.ohio.gov .

Once the TPA and the profile are processed a trading partner number will be assigned. The company will be notified via email from the EDI Support unit.

2.3 Trading Partner Testing and Certification Process

The test environment replicates the production environment. A test file from a potential trading partner should be created by the same means that the production file is created. EDI testing includes:

- Network connectivity (the communications gateway)
- Standards compliance (EDI translation)
- Business process integrity (applications software)

2.3.1 Transmission Files

Trading partners must submit separate transmissions for 837 Professional, 837 Institutional, 837 Dental files, 270 Eligibility Benefit Request and 276 Claim Status Request. Each transaction type is tested separately.

2.3.2 Creating a Test File

A test file must contain valid Ohio Medicaid data, in addition to meeting all ASC X12 and HIPAA requirements. ODM recommends submitting claims that have been previously paid by Ohio Medicaid.

2.3.3 Phases of Testing

The ODM daily test cycle includes three phases. The phases include:

- Connectivity and HIPAA compliance (Phase I)
- Pre-processing (Phase II)
- Adjudication (Phase III)

Phase 1 tests for connectivity, EDI enveloping, and WEDI SNIP Testing Types 1-4, some 6 and 7 for the submission of the ANSI ASC X12N 837 Professional, Institutional, and Dental formats. When requested, a TA1 Interchange

Acknowledgement as well as the 999 Implementation Acknowledgement is returned for file acceptance or rejection.

A rejected status (R) means that the entire file has failed translation (rejected for fundamental X12 or HIPAA errors), and needs to be reviewed, corrected, and resubmitted. None of the claims in a rejected file will be processed.

The partial acceptance of a file with more than one ST / SE transaction set is possible and is represented by a 'P' in the AK5 and AK9 of the 999. An HTML file will also be returned for rejected and partially accepted files. An accepted status (A) in the AK5 and AK9 data elements means the file passed translation.

Phase II tests for general information, such as an invalid or missing submitter ID, an invalid recipient or provider ID, a date of service after the file date of submission, etc., that would cause a claim to fail adjudication.

If these types of errors are encountered an 824 Application Advice will be returned for the claim(s) that fail Phase II. All of the claims that pass Phase II will continue to Phase III.

Phase III - Adjudication. Detailed Medicaid edits are used to determine if a claim is paid or denied. In Phase III, an 835 Remittance Advice can be returned to the submitter of the file if the submitter has notified the EDI support team of the billing provider numbers being used during testing. No warrants are issued during testing. It is highly recommended that the trading partner review all denied claims in the corresponding 835 remittance advice to determine the cause of any denials. A 'paid' rate of **90%** or greater of the claims submitted will be considered a valid test file. Phase III is meant to replicate production results as closely as possible.

2.3.4 Testing Information for 835 Only Trading Partners

An entity requesting to receive the 835 remittance advice only must submit all of the forms in order to become a trading partner with ODM, as specified in the Getting Started section of this guide. A seven-digit Ohio Medicaid trading partner number will be assigned to be used as the receiver ID in the transmission process.

2.3.4.1 Notification by ODM

When a Medicaid Trading Partner Profile form and Trading Partner Agreement are received by the department, testing can begin.

- EDI Support will notify you with a User ID and password and assist in the initial log in to the system.

- ODM will send a test 835 file to your mailbox. This file should be used to ensure you are ready to receive a production 835 file.
- When you are confident that the 835 file can be translated correctly, contact OhioMCD-EDI-Support@dxc.com and inform the unit of your production readiness.
- Complete one [ODM 06306 form](#) for each pay-to /bill-to provider for which you will be the 835 designee. (Designation of an 835 or 834/820 Trading Partner and Instructions for Completing the 06306)

2.3.5 Testing Information for Managed Care Organizations to Receive the 834-820 Monthly Member Roster/Premium Pay

Managed care organizations that must receive the 834-820 Monthly Member Roster/Premium Payment Advice must submit all of the forms to become a trading partner with ODM, as specified in the Getting Started section of this document. A seven-digit Ohio Medicaid trading partner number will be assigned to be used as the sender/receiver ID in the transmission process.

2.3.5.1 Notification by ODM

Your primary contact will be notified via email when all of the required forms are submitted to the EDI Support unit. Complete instructions for connectivity, testing, and moving to production will be provided.

3 Testing and Certification Requirements

3.1 Testing Requirements

3.1.1 Phase I Testing Parameters

- At least three files per transaction type (837 Professional, 837 Institutional, 837 Dental) must pass Phase 1 testing. (OAC Rule 5160-1-20, Paragraph C-1-a)
- Each file must have a minimum of 50 claims. (OAC Rule 5160-1-20, Paragraph C-1-c)
- All EDI files must completely pass X12 integrity testing. This checks basic X12 syntax. (OAC Rule 5160-1-20, Paragraph C-1-d)

- All EDI files must completely pass HIPAA syntactical requirement testing. This checks for syntax specifically related to HIPAA TR3 guidelines. (OAC Rule 5160-1-20, Paragraph C-1-d)
- All EDI files must completely pass HIPAA situation testing. This checks to make sure all interdependent elements are present. (OAC Rule 5160-1-20, Paragraph C-1-d).

3.1.2 Phase II and Phase III Testing Parameters

- Type of Service - A representative sampling of your business claims (types of service such as Ambulance, Home Health, Laboratory, Transportation, etc.) should be contained in the test file. (OAC Rule 5160-1-20, Paragraph C-1-b)
- Additional Transaction Sets - A trading partner must be able to successfully receive and translate the Unsolicited 277, the 824 Application Advice, the TA1 Interchange Acknowledgement and the 999 Implementation Acknowledgement transaction sets. The 835 Electronic Remittance Advice is optional but recommended.
- Frequency of Test File Submission - One file per day per transaction type (one Professional, one Institutional, and one Dental) can be sent for processing until those file(s) pass the translator with an Accepted 999 Implementation Acknowledgement.
- Re-submission – A file can be re-submitted using the same claims until 90% of the claims submitted pass Phase II and Phase III. This percentage must be reached for every transaction type being tested. (OAC Rule 5160-1-20, Paragraph C-1-f)
- Number of Test Files - Three files of each transaction type must be fully tested (end-to-end), each file passing test Adjudication (Phase III) with no more than a 10% denial rate.

3.2 Certification Requirements

The Ohio Department of Medicaid does not certify Trading Partners or the software they choose to use. Trading Partners are authorized to submit/receive Medicaid related transactions once they have successfully completed testing.

3.2.1 Completing Testing Successfully

Successful completion of testing is confirmed via an email from the EDI Support team to the three contacts provided on the original profile. Once testing has been successfully completed and a production account is ready, the EDI Support unit will contact the trading partner to begin submitting files for production.

3.2.2 Moving to Production

The EDI Support team will notify trading partners with a begin date to submit production files using electronic data interchange once the requirements outlined below are complete:

- Meet all testing criteria (OAC Rule 5160-1-20, Paragraph C-1).
- The production process is designed to electronically accommodate the trading partner's regular submission of claims to ODM from delivery through adjudication.
- A payment is issued to the provider according to the regular payment schedule. See EDI processing calendar:
<http://medicaid.ohio.gov/PROVIDERS/Billing/TradingPartners.aspx>
- An online copy of the paper remit is available to the provider at the following website: <https://portal.ohmits.com/public/Providers/tabid/43/Default.aspx>

- | |
|--|
| <ul style="list-style-type: none">• Note: There is not a minimum number of claims per file once a TP has moved to Production. However, there is a maximum of 5000 claims or inquiries allowed per transaction. |
|--|

3.2.3 Designation of 835 or 834-820 Trading Partner (ODM 06306)

This [form](#) is only required if the trading partner plans to receive the 835 remittance advice on behalf of their clients. A separate form for each bill-to/pay-to is required.

3.2.3.1 The ODM 06306 form is CAQH CORE Phase III compliant.

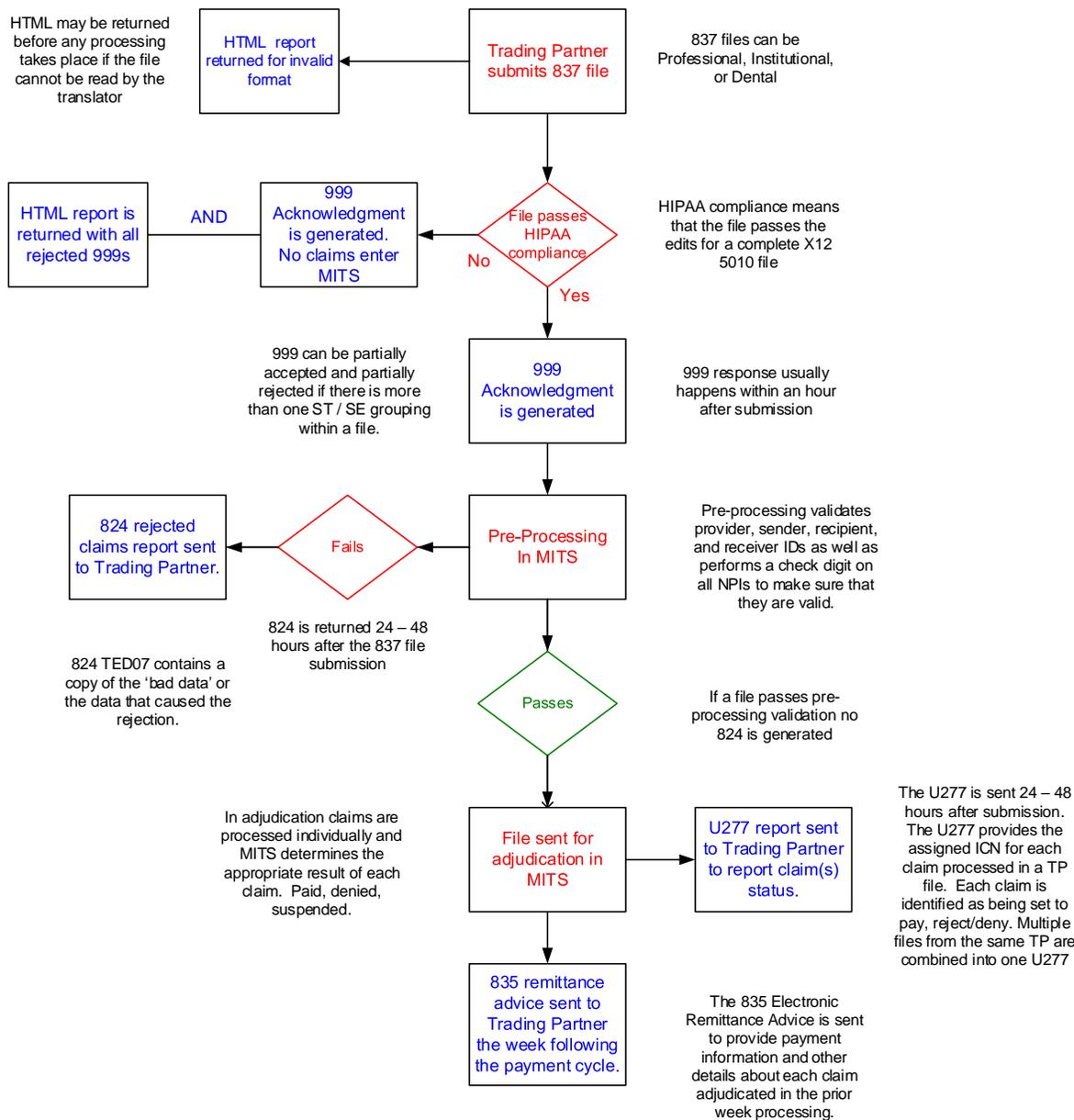
Please read all instructions (ODM 06306i). Forms that are not completed correctly will not be processed.

<http://medicaid.ohio.gov/PROVIDERS/Billing/TradingPartners/RequiredFormsandTechnicalLetters.aspx>

4 Connectivity / Communications

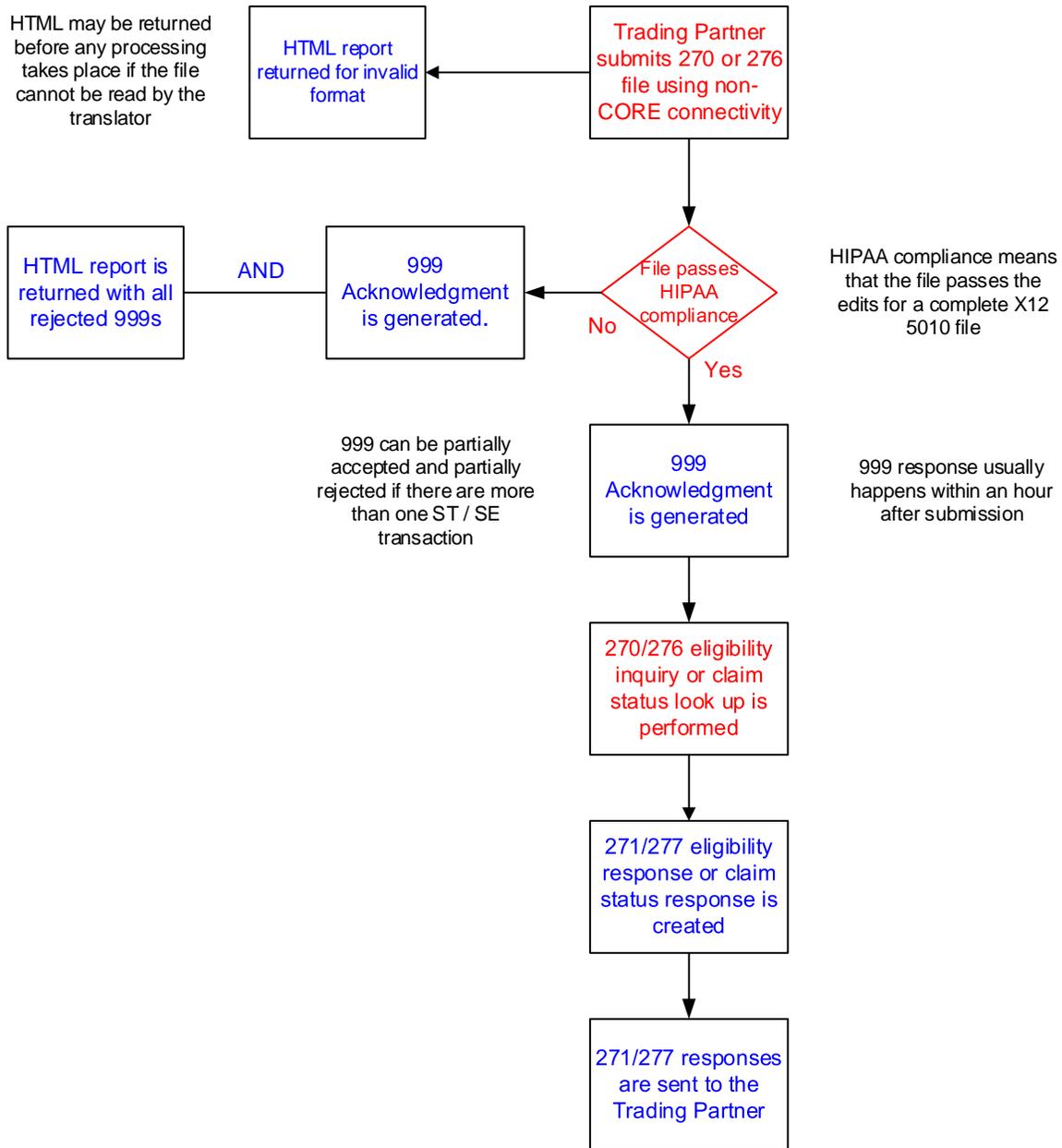
4.1 Process flows

CLAIM PROCESS FLOW

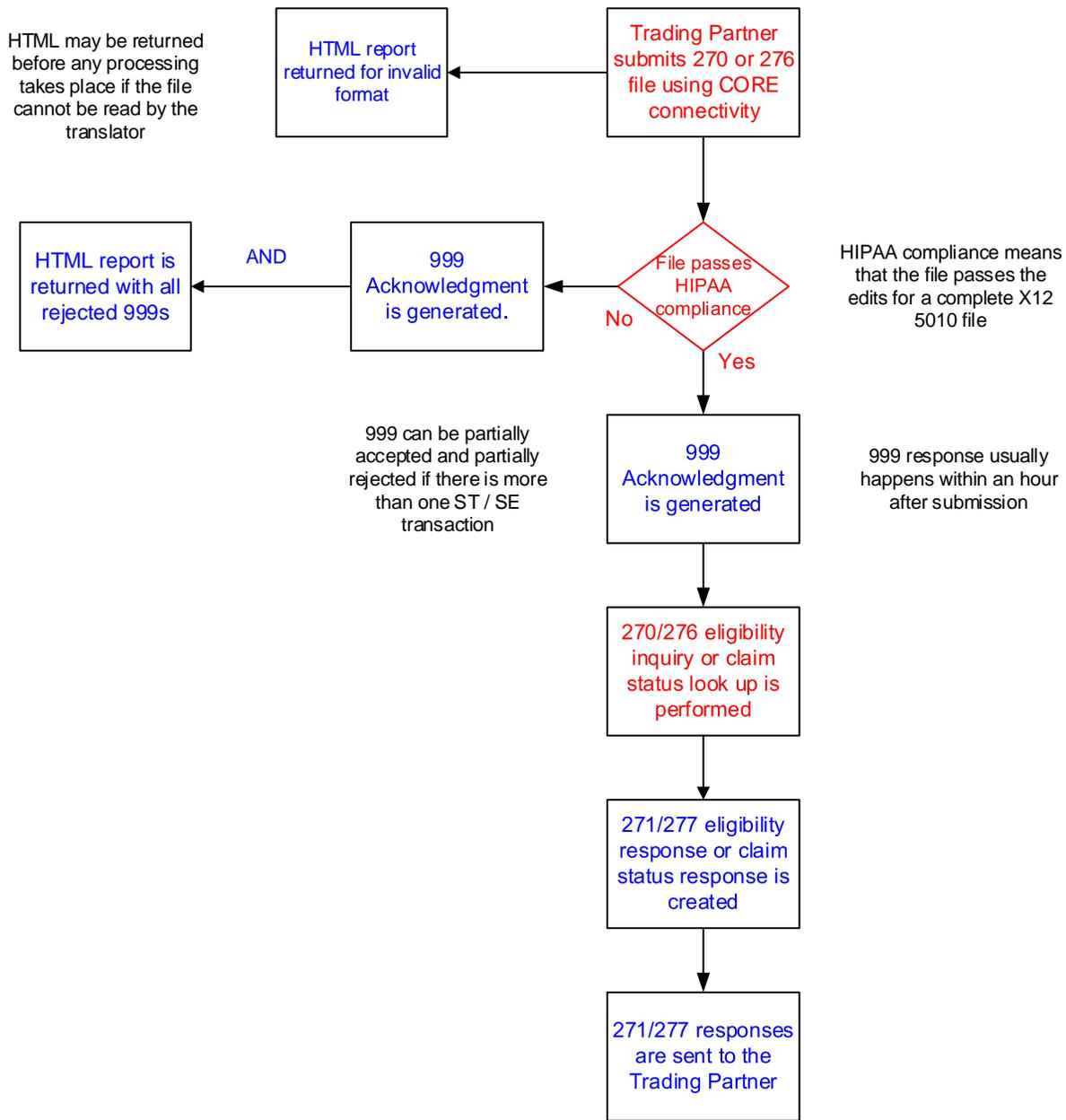


6/26/17 JS

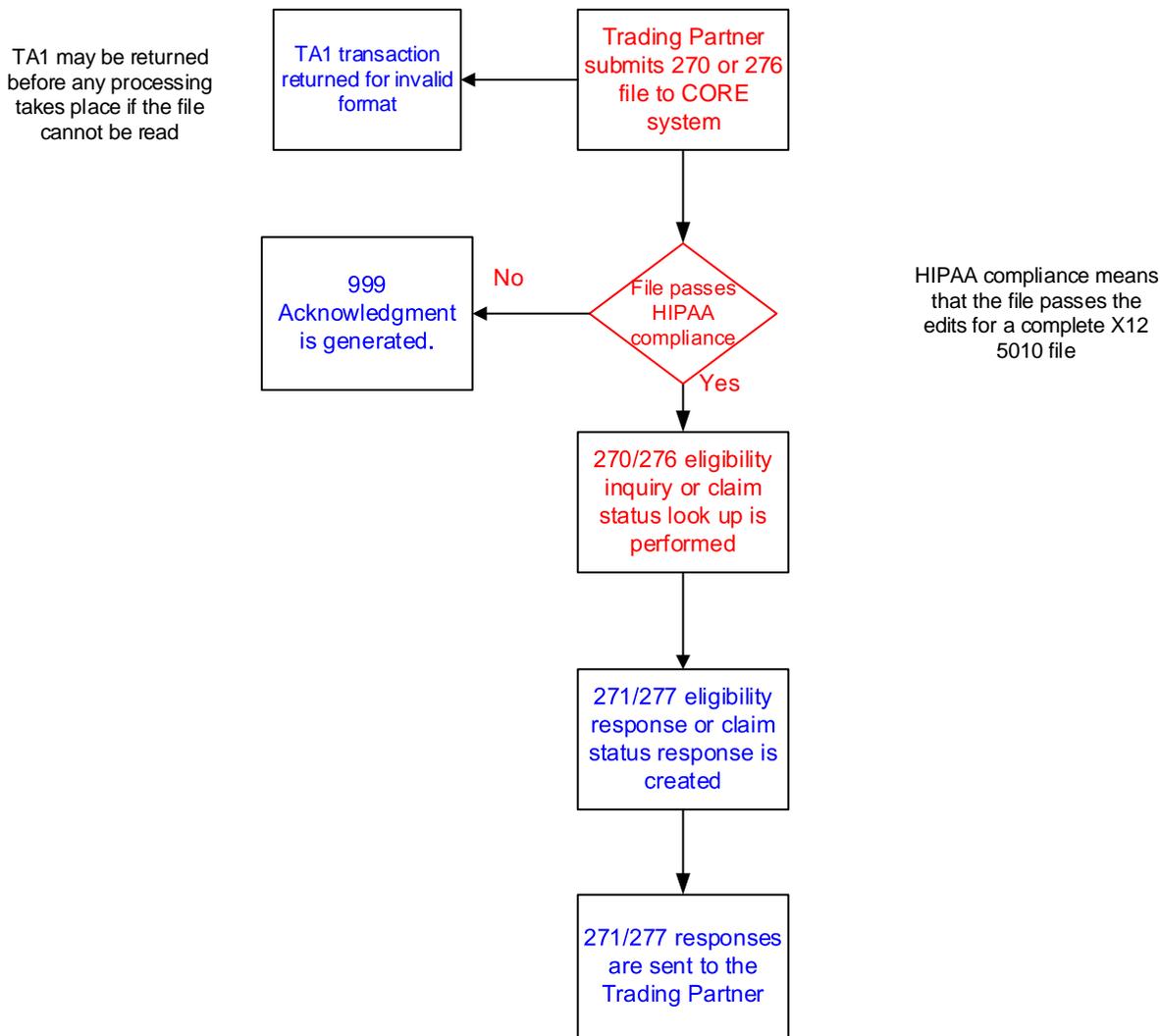
Non-CORE Process for 270/276 (Batch mode)



CORE Process for 270/276 (Batch mode)



CORE Process for 270/276 (Real-time)



4.2 Transmission Administrative Procedures

DXC Technology provides the Communication Security System (CSS) that ensures the security and privacy of ePHI data being transmitted to ODM by its trading partners over the Internet.

In order to provide the greatest flexibility without compromising security, the following choices of secure file transfer protocols are acceptable:

- B2B Integrator – HTTP over SSL (HTTPS) provides a set of interactive secure web screens for file submission and retrieval.
- Secure File Transfer Protocol (SFTP) – SFTP is a secure version of the original FTP protocol which facilitates data transfer over a Secure Shell (SSH).
- CAQH CORE – Submission of real time and batch transactions using either SOAP+WSDL or HTTP MIME Multipart standards. This is consistent with the CORE Rule 270. In both cases, the communication protocol is HTTPS. The data is encrypted to allow safe transmission over the public Internet.

4.2.1 Re-transmission procedures

ODM does not change, alter, delete, resubmit or otherwise modify data as received from a trading partner using EDI. Re-transmission must be performed by the trading partner.

4.3 Communication Protocols

4.3.1 Connecting to the OXI Trading Partner Mailbox Portal (HTTPS)

This portal allows trading partners to interface with ODM over the public internet using a web browser. HTTPS allows the trading partner to:

- Submit files to ODM
- Retrieve files from ODM.

In order to access the portal, trading partners are required to use Microsoft Internet Explorer 9.0 or higher. The test and production environments will be available through different secure (HTTPS) internet addresses:

- Testing environment: <https://mft-qa.oxi.arcaas.com/mailbox>
- Production environment: <https://mft.oxi.arcaas.com/mailbox>

Detailed information and instructions can be found in the [OXi Trading Partner Mailbox Portal User Guide](#) .

4.3.2 Connecting Using Secure FTP

A username and unique password for each trading partner will be generated at the time the account is created.

The production and test systems can be accessed from the Internet through different hostnames:

- Testing environment: mft-qa.oxi.arcaas.com
- Production environment: mft.oxi.arcaas.com
- The TCP port used for SFTP for both the production and testing environments is 2222.
- If the client computer is not able to resolve Internet hostnames, updates to the client host table may be required.

Please contact OhioMCD-EDI-Support@dxc.com .

4.3.2.1 Guidelines for using SSH/SFTP

To provision your system to use the SFTP protocol see the information for [Trading Partners Submitting Transactions Using SFTP](#) .

4.3.3 Connecting using the CORE approved method

For details on connectivity using CORE, please see the CORE connectivity information on the trading partner website under Companion Guides.

4.4 Security Protocols

4.4.1 Passwords for HTTPS Connections

- Passwords expire every 6 months
- Use the Change Password function within the B2B Integrator to change your password.

4.4.2 Passwords for SFTP Connections

- Trading partners using SFTP are assigned a password to connect by the EDI Help Desk.
- SFTP passwords expire every 6 months.

- Trading partners must log in to the HTTPS B2B Integrator to change their password.

4.4.3 Passwords for CORE

Passwords for SoapUI and MIME expire every 6 months and will need to be reset by the user using the changePassword web service call.

Note: The contact information for your company must be current in order to have the ability to reset your password. Whenever the contact person(s) for your company is changed, please send notification to the OhioMCD-EDI-Support@dxc.com unit to prevent delays in file submission or retrieval.

5 Contact information

5.1 EDI Customer Service

Customer Service is available Monday through Friday 8:00 a.m. – 4:30 p.m. (ET/EST) by calling (844) 324-7089 or via email at OhioMCD-EDI-Support@dxc.com .

5.2 EDI Technical Assistance

Both potential trading partners and trading partners in production may contact the EDI Support Desk at:

- Phone: 844-324-7089
- E-mail: OhioMCD-EDI-Support@dxc.com

5.3 Provider Services

For billing issues, contact the ODM Provider Support Unit at:
Phone: 800-686-1516

5.4 Applicable websites / e-mail

Ohio Department of Medicaid web site - <http://www.medicaid.ohio.gov/>
ODM Trading Partner web site - <http://medicaid.ohio.gov/PROVIDERS/Billing/TradingPartners.aspx>

6 Control Segments / Envelopes

Electronic envelopes control and track communication between trading partners. One envelope may contain many transaction sets grouped into functional groups. ODM expects one functional group (GS) per outer envelope (ISA) as defined by the GS08 element. For more information, see the [ODM Companion Guides](#).

ODM accepts the standard delimiters as defined by the ANSI standards. The delimiters in the table are recommended.

Delimiter	Character Name	Character
Data Element Separator	Asterisk	*
Sub-Element Separator	Colon	:
Segment Terminator	Tilde	~
Repetition Separator	Carot	^

6.1 ISA-IEA

The ISA segment is the beginning, outermost envelope of the Interchange Control Structure. It contains authorization and security information. ODM does not require authorization and security information in the ISA.

The ISA also identifies the following:

- Sender
- Receiver
- Date and Time
- Interchange Control Number
- Version
- Control Identifier
- Test or Production Flag
- Sub-element separator.

Note: The Interchange Control Number (ISA13) must be unique within a day's transmission. The Test or Production Flag (ISA15) must be a **T** for Test. Only use **P** for Production.

For more information about the ISA segment, see the [ODM Companion Guides](#).

6.1.1 Example of the ISA Segment for a Test File

```
ISA*00*.....*00*.....*ZZ*7.DIGIT.ID.....*ZZ*MMISODJFS.....*031016*2300*^*00501*000000
001*0*T*::~~
```

6.1.2 Example of the ISA Segment for a Production File

ISA*00* *00* *ZZ*7.DIGIT.ID..... *ZZ*MMISODJFS..... *031016*2300*^*00501*000000
001*0*P*:~

6.2 GS-GE

The GS segment identifies the collection of transaction sets that are included in the Functional Group. The GS segment identifies the following:

- Functional Group
- Sender
- Receiver
- Date and Time
- Functional Group Control Number

The GS08 identifies the type of transaction sets contained within the Functional Group envelope. ODM expects only one type of transaction set within a GS envelope. The GS-GE requirements are defined in the [ODM Companion Guides](#).

6.3 ST-SE

The transaction set identifier uniquely identifies the transaction set. The value for the transaction set control number, in the header and trailer control segments must be identical for any given transaction. The value for the number of included segments is the total number of segments in the transaction set including the ST and SE segments. The Transaction Set Control Number (ST02, SE02) shall be unique within a given functional group envelope (GS/GE).

7 Acknowledgements and Reports

7.1 ASC X12 Acknowledgments

7.1.1 999 Implementation Acknowledgement for Health Care Insurance

This transaction set is used to acknowledge acceptance or rejection and report errors in a transmitted file. A code indicating an accepted, partial accepted or rejected condition based on syntax editing will be returned. In the event that a file fails X12 validation, the 999 will be returned to the sender with a rejected status and include information helpful in locating the invalid data.

For every correctly formatted document inbound to ODM, a transmission acknowledgment document will be sent to the trading partner. The sender is responsible for reviewing the 999 for an accepted, partial accepted or rejected status. For every document outbound from ODM, a transmission acknowledgment document is not expected to be received from the trading partner.

7.1.2 Unsolicited 277 – Accepted Claims and Rejected Claims

An Unsolicited 277 will be generated and sent when claims transmitted in an inbound 837 transaction pass pre-processing for adjudication. It is strongly suggested that trading partners watch for and process the U277 files when they are in the trading partner's out mailbox. The Unsolicited 277 file will enable the trading partner to reconcile the claims sent to ODM. The U277 file will contain the ODM assigned Interchange Control Number (ICN) that will assist the provider in accessing information in the Interactive Voice Response system (IVR).

7.1.3 824 Application Advice

An 824 Application Advice is generated and sent when an inbound 837 transaction fails pre-processing for adjudication. Common errors for which an 824 is sent include, but are not limited to, submitter or pay-to provider not found in the ODM master file, rendering provider not found in the master file, a date of service after the date of file submission. It is strongly suggested that trading partners watch for and process the 824 files when they are in the trading partner's out mailbox. In some instances, this will be the only way a trading partner will know that all claims for a particular provider have been rejected.

7.2 Report Inventory

HTML report will be sent to the trading partner if the submitted file cannot be read by the translator. The HTML report will also accompany all rejected and partially accepted 999 Implementation Acknowledgement transactions. The HTML will assist the trading partner in determining the reason for the rejection, including identifying the line(s) where the error(s) occurred within the transaction set.

8 Additional Trading Partner Information

8.1 Implementation Checklist

- Review the ODM Trading Partner Information Guide
- Review the HIPAA published X12 Type 3 Technical Reports (TR3) on the [Washington Publishing Company's](#) website.
- Review the [ODM Companion Guides](#)
- Coordinate the testing strategy with your internal IT and business units.
- Submit the Medicaid Trading Partner Profile form by completing the Trading Partner Enrollment process: <https://portal.ohmits.com/Public/Trading%20Partners/tabId/51/Default.aspx>
- Complete and submit the Trading Partner Agreement as instructed: <http://medicaid.ohio.gov/PROVIDERS/Billing/TradingPartners/RequiredFormsandTechnicalLetters.aspx>
- Complete mapping and coding requirements for selected translator software.
- Verify your Medicaid Trading Partner Number. This number will be your Sender/Receiver ID.
- Verify password(s) and ID's for connectivity as outlined in the Connectivity Information section of this guide.
- Provide a list of Medicaid Provider numbers you intend to use for testing to the EDI Support team. (A maximum of 5 providers is recommended).
- Generate and submit EDI data for end-to-end testing in the test environment. Test files should contain a minimum of 50 claims. A maximum of 500 claims is recommended.
- Verify your 999 Implementation Acknowledgement, U277 claim status, 824 Application Advice (if applicable) and 835 Remittance Advice.

8.2 Transmission Examples

For Transmission Examples, please see the individual ODM Companion Guides.

8.3 Trading Partner Agreement

EDI Trading Partner Agreement ensures the integrity of the electronic transaction process. The Trading Partner Agreement is related to the electronic exchange of information, whether the agreement is an entity or a part of a larger agreement, between each party to the agreement.

For example, a Trading Partner Agreement may specify among other things, the roles and responsibilities of each party to the agreement in conducting standard transactions. Use the link below to access the ODM Trading Partner Agreement.

<http://medicaid.ohio.gov/PROVIDERS/Billing/TradingPartners/RequiredFormsandTEchnicalLetters.aspx>

8.4 Frequently Asked Questions

Please visit the EDI FAQs on the Trading Partner website:

<http://medicaid.ohio.gov/PROVIDERS/Billing/TradingPartners.aspx>

8.5 Other Resources

No information is being supplied for this section.

9 TP Change Summary

Version	Date	Section(s) changed	Change Summary
1.0	04/18/2014	Initial Creation using X12 template	n/a
1.1	07/14/2014	2.3.4.1 3.2.3 3.2.3.1 8.1	Changed form name JFS-06306 to ODM06036. Updated links to new ODM forms website. Corrected Companion Guide link in section 8.1
1.2	9/18/2014	2.2.2 8.1	Changed mailing address for the Office of Contracts and Procurement.
1.3	11/13/2015	1.5 4.2 4.3	Updated information related to Hewlett Packard Enterprises (HPE) Updated the URL/hostname and connectivity/security information.
1.4	02/12/2016	3.2.2	Expanded info related to moving to PROD. Inserted the 'NOTE' regarding the maximum number of claims/inquiries per file. This note was missed when the

			guide was migrated to the X12 format in 2014.
1.5	06/02/2016	Page 2	Added ODM Disclaimer
2.0	06/27/2017	Multiple Sections	Remove all references to BES, HPE, Web File Transfer System, FTPS, and DAS-EDI-Support. Replace with DXC, HTTPS, SFTP and DXC EDI Support.
2.1	12/24/2020	Pages 9 and 10	Updated the link for the TP Enrollment page and process