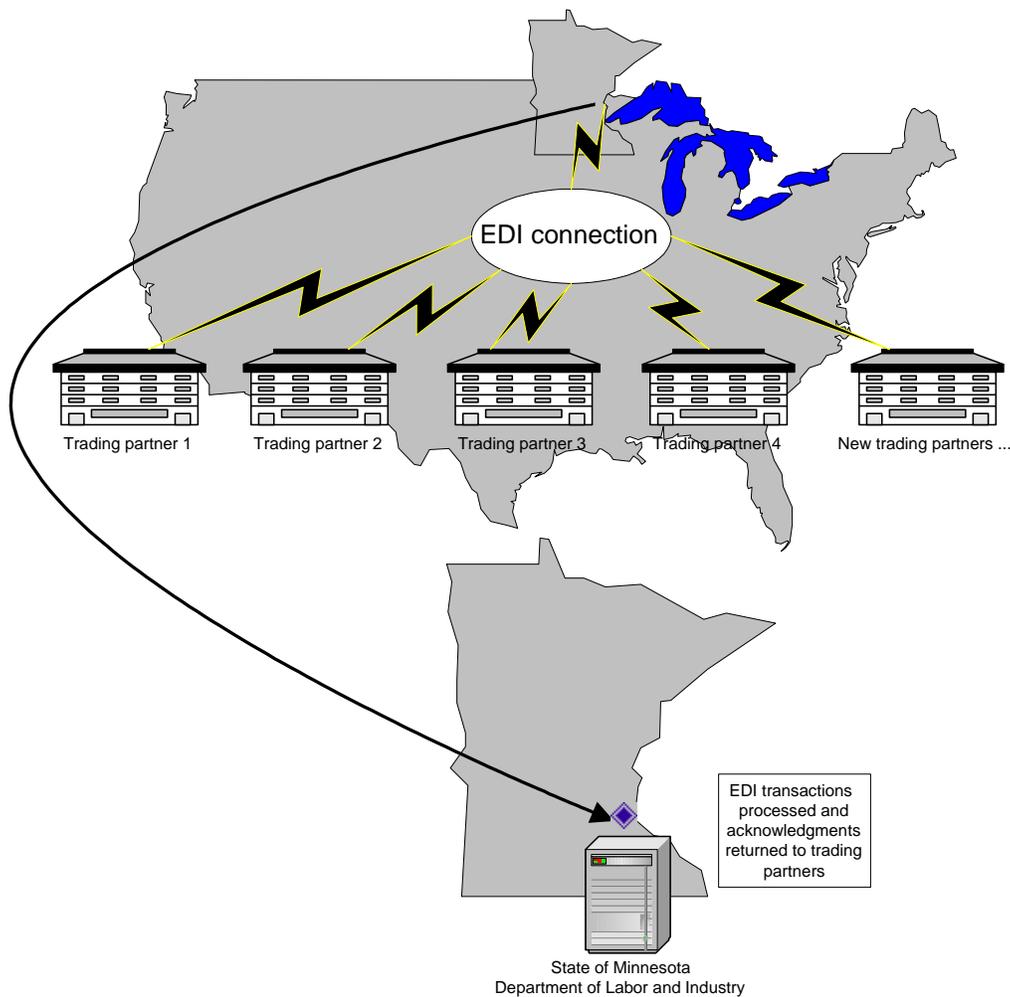


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2 EDI and eFROI in Minnesota

The EDI environment at the Minnesota Department of Labor and Industry (DLI) is designed to accept transactions from known trading partners throughout the world. The department is a member organization of the International Association of Industrial Accident Boards and Commissions (IAIABC). The IAIABC creates, maintains and publishes EDI standards that are specific for workers' compensation insurance claims. There are several alternative communication mechanisms available to facilitate the exchange of EDI data between the department and its trading partners, which are insurers, self-insured employers and third-party administrators.



2.1 IAIABC

The International Association of Industrial Accident Boards and Commissions is an association of administrators from various state workers' compensation agencies. The objective of the IAIABC is to recommend, create, develop and maintain standards for improving and strengthening workers' compensation laws and their administration. Among the member organizations with representation to the IAIABC are the state administrative agencies, insurance carriers, self-insured employers, third party administrators, the National Council on Compensation Insurance (NCCI), the Workers' Compensation Insurance Organizations (WCIO) and other vendor organizations.

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The IAIABC has developed standards that can be used by the state jurisdictions and the various claim administrators that are required by law to report information about workers' compensation claims. Release 1 (R1) of the IAIABC claim standards was published in 1995, Release 2 (R2) in 1997 and Release 3.0 (R3) in 2004.

Most of the state jurisdictions currently participate in or are planning to use EDI communications with their trading partners, using the various IAIABC release standards. Many of the states mandate the use of EDI communications with the claim administrators and other companies that are required to report in their jurisdiction. As of Jan. 1, 2014, Minnesota mandated the electronic submission of First Report of Injury (FROI) data via EDI or its eFROI Web portal.

The Minnesota Department of Labor and Industry used the R1 standards in all EDI communications with its trading partners since the inception of the EDI program. The department implemented the R1 eFROI in 2004. The department started accepting EDI communications based on the R3 standards in 2005 and discontinued use of the R1 standards in 2010.

Claim administrators preparing to participate in the department's EDI program should reference the IAIABC website and, if needed, acquire the appropriate IAIABC EDI Implementation Guide.

IAIABC contact information

Phone	(608) 663-6355
Fax	(608) 663-1546
Website	www.iaiacb.org

2.2 EDI and eFROI communication environments

Trading partners with the department typically batch their EDI transactions, currently new and updated FROI transactions, and transmit the transactions as EDI data files at a scheduled time during their business day. The EDI transactions from each trading partner are subsequently processed and acknowledgment files are transmitted back to each trading partner. The acknowledgment process provides an indicator to the success or failure of each transmitted EDI transaction.

The Minnesota Department of Labor and Industry currently processes EDI transmissions three times each business day. The EDI and eFROI data files are retrieved from the various EDI communication interfaces and processed at 7 a.m. CT, 12 p.m. CT and 4:30 p.m. CT. EDI acknowledgment files are delivered back through the same communication interfaces as the EDI data files were received. Transmissions sent after 4:30 p.m. CT will be processed the next business day.

EDI data files received by the department must have the trading partner's account name as part of the file name to help make it more easily identifiable and the file name must be unique so there is no chance of overwriting a previously transferred file (e.g., ACCOUNTNAME.2013031301.DAT). The account name is provided by the department.

The Minnesota Department of Labor and Industry offers several ways to send and receive first reports of injury:

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- Direct connect (DLI secure FTP server);
- Ebix, Inc.;
- HealthTech;
- Insurance Services Office, Inc. (ISO);
- Marsh ClearSight;
- Mitchell Regulatory Reporting Solutions; and
- eFROI Web portal (DLI).

Trading partners are required to indicate on their Minnesota trading partner profile documentation which communication environment they plan to use.

Direct connect

The department allows trading partners to directly connect to the DLI FTP server via secure FTP using SSL/TLS encryption. This will typically be the most cost effective EDI communication solution because it avoids all value-added network (VAN) charges. Trading partners are permitted to send and receive EDI transmissions at any time.

The trading partners that wish to communicate with the department using the direct connect interfaces will be required to have an FTP/SSL or FTP/TLS client, which must be configured with a specific IP address and port number. The trading partner will be given a user name and password that will provide access to the trading partners' mailbox on the DLI FTP server.

There are several options for FTP/SSL or FTP/TLS clients including Kermit v8.0 on Linux and WS FTP Pro v8.03 on Windows platforms. A list of FTP/SSL and FTP/TLS clients that are available on a variety of platforms can be found by using a Web search engine with the keywords "FTP/SSL clients."

Ebix, Inc. (formerly Peak Performance, Claims Harbor, Bridium)

Workers' Compensation Injury Reporting Service (WCIRS) is an Internet-based solution that fulfills state regulations for workers' compensation claims submission. WCIRS also enables carriers, third-party administrators and managed care organizations to receive claims electronically from employers to expedite claims reporting and improve data accuracy.

Trading partners interested in using the WCIRS solution for EDI communications with the department should make arrangements with Ebix to acquire the necessary software and communication capabilities.

Ebix, Inc. contact information

Toll-free	1-866-448-1776
Fax	(614) 877-2501
Website	www.ebix.com

HealthTech

HealthTech offers several products that differ depending on the volume of transactions to be sent. The Reporter product can be used for Internet-based claim entry on the HealthTech server. The Exchange product allows claims to be entered in a claim management system and then sent

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to the HealthTech Internet server for review and entry of missing data. The Manager product provides an integrated EDI claim management solution that interacts with a claim management system with real-time communications, thus eliminating the need for duplicate data entry.

Trading partners interested in using the HealthTech products for EDI communications with the department should make arrangements with HealthTech to acquire the necessary software and communication capabilities.

HealthTech contact information

Mark Hughes	(913) 764-9347
Fax	(913) 764-0572
Website	www.htedi.com

Insurance Services Office, Inc.

Insurance Services Office, Inc. (ISO) offers a full range of advanced, efficient solutions that focus on the trading partner needs for back-office processing support, database and analytical services; injury (first and subsequent reports of injury) and policy reporting services; data conversion services; and proof-of-coverage services

Trading partners interested in using ISO for EDI communications with the department should make arrangements with ISO to acquire the necessary software and communication capabilities.

ISO contact information

Alfred Faber	(201) 600-0367	afaber@iso.com
John Rewinkel	(303) 756-5712	jrewinkel@iso.com
Website	www.wcprism.com	
Mailing address	545 Washington Blvd., Jersey City, NJ 07310-1686	

Marsh ClearSight (formerly CS Stars)

Marsh ClearSight offers a full range of risk and claims technology software to help simplify the EDI experience. Their EDI solutions are supported by a team of industry and technology experts focused on helping customers maximize their technology investment. Their internet based solution provides for the reporting of First Reports of Injury and Subsequent Reports of Injury while editing for missing data per state to avoid rejections. Information entered into the Marsh ClearSight claim system is easily turned into an EDI report that limits data redundancy and the duplicate entry of data by users. EDI information can be seamlessly sent to all mandatory and voluntary states on a scheduled basis defined by their clients.

Trading partners interested in using the Marsh ClearSight solution for EDI communications with the department should make arrangements with Marsh ClearSight to acquire the necessary software and communication capabilities.

Marsh ClearSight contact information

Kristy Robinson	(740) 243-9031	krobinson@csstars.com
Jeremy King	(806) 282-6624	jlking@csstars.com
Website	www.csstars.com	

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Mitchell Regulatory Reporting Solutions (formerly Ingenix-ROES)

Mitchell Regulatory Reporting Solutions offers a full range of products and services to provide EDI capabilities in the workers' compensation industry. Mitchell offers the WorkComp.NET Internet-based reporting for First Reports of Injury (FROI), Subsequent Reports of Injury (SROI) and medical bills for state compliance. Mitchell products and services are available to claim administrators, insurance companies, self-insured employers and state agencies.

Trading partners interested in using Mitchell Regulatory Reporting Solutions for EDI communications with the department should make arrangements with Mitchell to acquire the necessary software and communication capabilities.

Mitchell contact information

Kyle Devereaux	(858) 368-7593	kyle.devereaux@mitchell.com
Fax	(801) 669-3179	
Website	www.mitchell.com	
Mailing address	6220 Greenwich Drive., San Diego, CA 92122	

eFROI Web portal

The DLI eFROI Web portal is an Internet browser-based program that works in Internet Explorer, Firefox or other commonly used browsers, and complies with the IAIABC Claims Release 3.0 standards to the extent required in this implementation guide. The eFROI allows a trading partner to submit a first report of injury electronically through the use of an online Web-based application without the need to understand file format requirements. A step-by-step process collects the necessary information found on the First Report of Injury form and the data submitted is then processed in batches three times each business day using the same processing schedule as direct connect and other third-party data exchanges.

2.3 EDI transmissions and acknowledgments

Transmissions

There are several types of EDI products that have been defined by the IAIABC to facilitate the exchange of workers' compensation information between the state jurisdictions and the claim administrators that are required to report. These EDI products are designed to transfer different types of data between trading partners. The primary EDI products that are available are Claims (various releases), Proof of Coverage (POC) and Medical Reporting.

The Minnesota Department of Labor and Industry uses the IAIABC Claims product to provide the standards for the exchange of information related to workers' compensation claims. The Claims product is used primarily to report First Report of Injury (FROI) and Subsequent Report of Injury (SROI) transactions.

The FROI transaction is used to transmit new and updated claim information. The SROI transaction is used to transmit payment and denial information related to previously submitted claims. **The Minnesota Department of Labor and Industry currently accepts only the FROI transaction.** A planned phase of the EDI project at the department is slated to accept the SROI transaction at some point in the future.

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The Claims product has been modified throughout the years and there are several releases of the standards that are defined and available. The department currently accepts and administers only the IAIABC Claims Release 3.0 standards.

The IAIABC Claims Release 3.0 standards define the types of transactions that are available for processing. Each of the transactions is associated with one or more record types that comprise various fields. The fields within the transactions are known by specific data element numbers that are used to identify the type of data contained. For example, DN0001 is the data element number for the “Transaction Set ID” field.

Certain fields in the EDI record are validated to enforce database integrity requirements and to inform the department’s trading partners whether the data is accepted, accepted with errors or rejected in its entirety. As the transaction and the individual data elements are validated for consistency and accuracy, acknowledgment transactions are built for the eventual transmittal back to each trading partner.

There are circumstances where the entire transmission or an individual transaction will be rejected based upon the contents of the transaction data elements that were sent. In the case of a rejected transmission (e.g., a missing header record data element), the acknowledgment record will be created and all further processing of the transmission file will not take place (i.e., nothing is written to the database). In the case of a rejected transaction (e.g., a missing value for a mandatory field), the acknowledgment record will be created and all further processing for that claim will not take place (i.e., nothing is written to the database for that claim).

Further detailed information related to the specific transmission and FROI transaction requirements are found in section 3 of this implementation guide.

Acknowledgments

Each trading partner is required to accept and process the acknowledgment file that is produced and transmitted back to the trading partner upon receipt of an EDI transmission.

The fields in the transaction data set are identified with a specific data element number, so both the sender and receiver can quickly and easily identify data fields during the validation and acknowledgment procedures. Each data element is validated according to specific requirements in this implementation guide and can generate an error condition for the transmission or transaction.

For an individual transaction, the acknowledgment record that is generated and sent back to the trading partner informs the trading partner whether the EDI data was accepted or rejected and if there were errors that will require a secondary transmission (i.e., correction transaction). As each data element is validated, the acknowledgment for the submitted EDI data row is generated.

The acknowledgment transaction is a variable length record that indicates the status of the overall transmission and informs the trading partner about the individual data elements that had validation problems. If there are any data elements in a transaction that did not pass validation, the data element number and a corresponding error number indicating the reason for the validation failure is generated in the acknowledgment record. The Application Acknowledgment Codes (DN0111) that can be returned with the acknowledgment records are as follows.

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Status code	Comments
HD	Transmission batch rejected in its entirety
TA	Transaction accepted (default if no other validation issues)
TE	Transaction accepted with errors (certain fields did not pass validation but the information was accepted and stored in the database)
TR	Transaction rejected (certain fields did not pass validation, which forces the rejection of the EDI transaction)

All acknowledgment records for a particular data set from a specific trading partner are written to a unique file that corresponds to the transmitted EDI data file that was sent. The acknowledgment transmission file also has a header and trailer record written as the first and last records, respectively. **Note:** Batches and transactions that are rejected are not stored in the department's database and will be considered untimely if they are not corrected and re-sent in the required timeframe.

2.4 eFROI transmissions and acknowledgments

Transmissions

The DLI eFROI Web portal is an Internet browser-based program that works in Internet Explorer, Firefox or other commonly used browsers, and complies with the IAIABC Claims Release 3.0 standards to the extent required in this implementation guide. The eFROI allows a trading partner to submit a first report of injury electronically through the use of an online Web-based application without the need to understand file format requirements. A step-by-step process collects the necessary information found on the First Report of Injury form and the data submitted is then processed in batches three times each business day using the same processing schedule as direct connect and other third-party data exchanges.

Certain fields in the eFROI Web portal record are validated to enforce database integrity requirements and to inform the department's trading partners whether the data is accepted, accepted with errors or rejected in its entirety. As the transaction and the individual data elements are validated for consistency and accuracy, acknowledgment transactions are built for the eventual transmittal back to each trading partner.

There are circumstances where the entire transmission or an individual transaction will be rejected based upon the contents of the transaction data elements that were sent. To expedite the process, the eFROI Web portal product will prevent the trading partner from submitting a FROI that will be rejected, thus allowing the trading partner to immediately correct those errors and submit the FROI.

The eFROI Web portal product allows the trading partner to correct the majority of the anticipated errors that will cause the transaction to be accepted with errors prior to submitting the FROI. However, the product allows the trading partner to submit it without making those corrections.

Further detailed information related to the specific transmission and FROI transaction requirements are found in section 3 of this implementation guide.

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Acknowledgments

The fields in the transaction data set are identified with a specific data element number, so both the sender and receiver can quickly and easily identify data fields during the validation and acknowledgment procedures. Each data element is validated according to specific requirements in this implementation guide and can generate an error condition for the transmission or transaction.

For an individual transaction, the acknowledgment record that is generated and sent back to the trading partner informs the trading partner whether the eFROI data was accepted or if there were errors that will require a secondary transmission (i.e., correction transaction). As each data element is validated, the acknowledgment for the submitted eFROI data row is generated.

The acknowledgment transaction indicates the status of the overall transmission and informs the trading partner about the individual data elements that had validation problems. If there are any data elements in a transaction that did not pass validation, the data element number and a corresponding error number indicating the reason for the validation failure is generated in the acknowledgment record. The codes that can be returned with the acknowledgment transactions are as follows.

Status code	Comments
TA	Transaction accepted (default if no other validation issues)
TE	Transaction accepted with errors (certain fields did not pass validation but the information was accepted and stored in the database)
TR	Transaction rejected (certain fields did not pass validation, which forces the rejection of the EDI transaction)

All acknowledgment transactions for a specific trading partner are stored in a central database and can be reviewed through the eFROI Web portal any time after a FROI transaction is processed. The trading partner will receive an email confirmation when FROI transactions have been processed and that the acknowledgment information related to those transactions must be reviewed through the eFROI Web portal application. Corrections (CO) or updates (02) must be initiated through the portal to correct any errors reported in the acknowledgment. **Note:** Batches and transactions that are rejected are not stored in the department's database and will be considered untimely if they are not corrected and re-sent in the required timeframe.

2.5 Future capabilities

The EDI environment at the Minnesota Department of Labor and Industry is continuously maintained and is enhanced as business conditions warrant. The goal is to steadily increase the EDI capabilities of the department, with the anticipation of increasing the receipt of electronic transmissions.