

# Indiana Worker's Compensation Board (IN WCB)



## EDI for Claims Release 3.1 Frequently Asked Questions

[Updated: 10/10/2019]

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## General

Q-1: How do I contact the IN WCB with questions on EDI Release 3.1 Claims Reporting?

A-1: Send an email to the IN WCB EDI Support Mailbox at [INWCBedi@iso.com](mailto:INWCBedi@iso.com).

Q-2: How do I send EDI Claims Release 3.1 FROI and SROI reports to the IN WCB?

A-2: You may send the EDI Claims Release 3.1 FROI and SROI reports in the following ways:

- 1) Report via a Direct Connection using SFTP from your own claims system. There is no cost to use this connection.
- 2) Logging into IN WCB Free Web System or 'Jurisdiction Web Entry' (free service, recommended for low claim volume (about 100 claims or less in a year)), enter and submit each report.
- 3) Use a Third-Party EDI Vendor. Vendor costs may apply depending on the services you request from the vendor.

Q-3: Where are IN WCB's EDI Claims Release 3.1 Requirements found?

A-3: Please refer to the "EDI Requirements" link under the EDI Resources section (<https://www.inwcbedi.info/>) for the Event Table, Element Requirement Table, and Edit Matrix.

Q-4: Will the IN form portal still be available for use for form submission to the other parties once EDI 3.1 is implemented 1/1/19? Or will the portal no longer be available for use to key in forms after 3.1 implementation?

A-4: The Forms Portal will go away as of 1-1-19. For the form 1043 for PPI and PPD, the paper 1043 will need to be mailed to INWCB.

Q-5: Is it necessary for the adjustor to have a wet signature on the forms for mailing to the other parties? Or is the adjustor's printed name sufficient?

A-5: The Claim Administrator's printed name is sufficient on the forms mailed to the other parties.

Q-6: Will the IN forms format be updated? Or will the IN forms format remain the same as it is today?

A-6: The IN Forms will remain in the current format upon EDI Implementation.

Q-7: Since IN WCB will be generating forms based on corresponding EDI filings that receive a TA, does IN WCB have a mapping document indicating the fields/DNs expected for reporting on the form?

A-7: The required fields needed for the forms that will be generated are the applicable Mandatory and Mandatory/Conditional fields on the Element Requirement Table. There is no additional mapping document at this time.

Q-8: Per statute 22-3-3-7, forms notifying the other parties (injured worker, employer, etc) are due within the same time frame as the accepted EDI filing. Is the form due date to the other parties considered timely filed when the EDI filing is accepted? Or is it considered timely filed when the paper form is mailed out to the other parties?

A-8: Form timeliness will be based on EDI acceptance.

## Trading Partners

Q-1: How does my company become a trading partner with IN WCB?

A-1: Complete and submit a Trading Partner Profile. Please refer to the Registration Instructions link under the Trading Partner Profile section (<https://www.inwcbedi.info>). Each Trading Partner profile is reviewed and must be approved by INWCB. An approved Trading Partner must complete successful testing. Note that IN WCB periodically sends their Trading Partner list to the IAIABC upon request.

Q-2: How do I become an EDI Service Vendor for INWCB EDI trading partners?

A-2: Please refer to the EDI Vendors section of the EDI website (<https://www.inwcbedi.info/vendors>) for additional information.

Q-3: Where do I find information concerning IAIABC EDI license fees?

A-3: Please refer to the IAIABC website (<http://www.iaiaabc.org/>) under the EDI Standards –Licensing section for additional information.

Q-4: How do I sign up to use the IN WCB Free Web System to submit EDI Release 3.1 FROI and SROI Reports to IN WCB?

A-4: The Trading Partner Profile has a section called Filing Method. Under this section when completing this Trading Partner Profile, please select 'INWCB Web Entry: Select IN WCB Web Entry or Jurisdiction Web Entry if you will use the IN WCB EDI FROI SROI Web Reporting System'. After the submission of the Trading Partner Profile and IN WCB approval, training and access to the system will be provided.

## Testing

Q-1: What are “test” transmissions?

A-1: Testing is a process used to determine whether you and IN WCB can send and receive EDI reports. Testing with IN WCB requires adherence to the IN WCB Test Schedule and the submission of required test transactions.

Testing serves two purposes:

- 1) Ensures that all technical details of the transmission process are correct for all three systems -- reporters, the network, and IN WCB.
- 2) Requires that the data details within the specific transaction types meet INWCB requirements. The sender will be responsible for evaluating the acknowledgement transactions INWCB returns in response to the test. For additional information, see the “IN WCB – Release 3.1 Implementation Test Plan” on the EDI website under Implementation Information.

Q-2: While testing, can a trading partner test the FROI and the SROI together?

A-2: IN WCB recommends that trading partners successfully test and implement FROI transmissions before testing SROI transmissions. IN WCB expects to use the data from the FROI transactions for consideration in processing the SROI transactions, so errors with FROI could impact SROI testing.

Q-3: Will I need to test if I use the IN WCB Free Web System to submit FROI and SROI EDI Release 3.1 Reports?

A-3: No, the system is tested and ready for FROI SROI EDI Release 3.1 report submissions.

## Production

Q-1: When will IN WCB approve me for production?

A-1: IN WCB's goal is to move our trading partners into production as quickly as possible after the testing process is successful. The testing process is described in the "INWCB Release 3.1 Implementation Test Plan" under the EDI Implementation Test Plan Overview on the Implementation Information page (<http://www.INWCBedi.info/impl-info>).

Q-2: Once a trading partner has moved into production, where should questions be directed?

A-2: All questions should be directed to the IN WCB EDI Support Mailbox at [INWCBedi@iso.com](mailto:INWCBedi@iso.com).

Q-3: Where is the Test/Production Indicator found?

A-3: The Test/Production Indicator is DN0104, located on the Header Record. Refer to the IAIABC EDI Release 3.1 Implementation Guide ([www.iaiaabc.org](http://www.iaiaabc.org)) for more information regarding data definitions and the specific construction of the Header Record.

Q-4: How long after I send a transmission to INWCB should I expect to receive an electronic acknowledgement?

A-4: Monday through Friday: The cut-off for receipt of data from IN WCB Trading Partners will be 2:00 AM EST. INWCB Trading Partners will receive acknowledgment files no later than 5:00 AM EST pending any unforeseen processing issues.

Friday (after the cutoff), Saturday and/or Sunday: Trading Partners can connect and upload FROI/SROI files and will receive acknowledgment files no later than 5:00 AM EST on Monday pending any unforeseen processing issues.

If you have not received an Acknowledgement within that time frame and have not received an advisory e-mail, please contact the IN WCB EDI Support Mailbox at [INWCBedi@iso.com](mailto:INWCBedi@iso.com).

Q-5: How can the trading partner or a claim administrator monitor the data quality of their EDI transmissions once in production?

A-5: If a "TR" (Transaction Rejected) acknowledgement was received, it indicates that the transaction (record) you sent has been received and rejected, as an error was found on one or more data elements. The transaction was not accepted by the jurisdiction. The error(s) should be reviewed quickly to correct and resubmit the transaction with the same MTC. Timely resolution of rejected reports is critical because the transaction has not been accepted into the jurisdiction's system. If an error indicates a duplicate transaction or invalid event sequence, then resubmission of the same MTC would not be required.

- Q-6: I have reached production status and a problem develops with the system I am using to generate or transmit EDI reports to IN WCB. What should I do to make sure IN WCB is informed and that IN WCB receives all my claims in a timely fashion?
- A-6: Immediately after a trading partner becomes aware that transmissions are not being sent or received by IN WCB, contact IN WCB via email ([INWCBedi@iso.com](mailto:INWCBedi@iso.com)) right away to develop a temporary reporting plan.
- Q-7: A trading partner is approved for production status. The trading partner changes software packages, vendor, adds a newly acquired company or changes source system, etc. Does the trading partner need to revert back to the testing status again?
- A-7: If a trading partner changes any aspect of their approved process or system, then the trading partner must repeat the test process with IN WCB. IN WCB recommends that the trading partner continue with the approved production process while testing any new process, software or system. Considerations on the testing that will be required will be determined based on the situation. Any change in the manner by which data enters the reporting stream must be brought to the INWCB's attention, and will probably involve discussion, testing and updates made to the Trading Partner Profile. If this situation arises, please contact IN WCB via email ([INWCBedi@iso.com](mailto:INWCBedi@iso.com)) immediately.

## Transactions, Edits & Requirements

Q-1: What does “TA”, “TR” or “TE” mean?

A-1: The result of the edit by the jurisdiction is TA, TE, or TR returned in the Application Acknowledgment Code of the Acknowledgment (AKC) record.

If a “TA” (Transaction Accepted) acknowledgement was received that indicates that the transaction (record) you sent has been received, edited and accepted.

If a “TR” (Transaction Rejected) acknowledgement was received that indicates that the transaction (record) you sent has been received and rejected as an error was found on a data element. The transaction was not accepted by the jurisdiction. A review of the error should take place to determine if the transaction should be resubmitted with the same MTC after the error(s) is corrected since the rejected report has not been accepted into the jurisdiction’s system. If an error of duplicate transaction, invalid event sequence, etc., then resubmission should not be required.

A “TE” (Transaction Accepted with Errors): **IN WCB does not accept transactions with errors and will not return the “TE” acknowledgement status. All transactions are either accepted “TA” or rejected “TR”.**

Q-2: Why is this transaction rejecting?

A-2: The trading partner is provided with an acknowledgement for every transaction sent. If a transaction fails (TR), the following information is provided for every TR: DN# (the number the IAIABC has assigned to that data element); Error # (the number the IAIABC has assigned to that Error); Variable Segment Number (if the data in error is in a variable segment, the number of the segment in error will be sent); and for some errors, the Element Error Text (the 50 character explanation of an error that isn’t self-explanatory).

The error information should be provided to you by your IT or your vendor, and should be used to consult the Indiana Edit Matrix (found at: <https://inwcbedi.info/requirements>) for a further explanation of why the error failed. The Edit Matrix was completed by business staff (not technical staff) to convey the edits that will be applied.

It is the Trading Partner’s responsibility to take the DN # in error and consult the Edit Matrix, DN Error Tab and Population Restriction tab and find that DN number. Once found, use the Error # to determine the reason why it rejected. If there is a Population Restriction, there will be more information about the error, including the 50-character Element Error Text.

If the error number is 001 Mandatory Field Not Present, this means that data element is required for that transaction. Please consult the Element Requirement Table (also found at: <https://inwcbedi.info/requirements>) to see the data element requirement for that MTC. It may be required under certain conditions and those conditions are listed on the FROI and SROI Conditions tab, which further explain when and why it is required.

If after you have researched the data element and error in the Edit Matrix and consulted your vendor for assistance and are still unable to determine why the record rejected, or you have received an error regarding Invalid sequencing, please send a specific email to [inwcbedi@iso.com](mailto:inwcbedi@iso.com) and explain what part of the Edit Matrix/Error Message you do not understand, and they can assist you. If you have not yet received a TR back from Indiana,

you may be receiving an error internally from your vendor and will need to contact them for assistance if you can't determine the reason for the error.

If you feel you would benefit from additional training on EDI, please consider the IAIABC EDI Training Subscription which provides you access to many different EDI training modules. Please see [https://www.iaabc.org/iaabc/EDI\\_Training\\_Subscription.asp](https://www.iaabc.org/iaabc/EDI_Training_Subscription.asp) for more details.

Q-3: What edits will IN WCB apply?

A-3: IN WCB's edits and complete requirements are located on the INWCB Implementation Guide page at [www.INWCBedi.info/guide](http://www.INWCBedi.info/guide).

Q-4: Is there a difference between an EDI MTC CO Correction and a MTC 02 Change?

A-4: Yes, there is a very important distinction between Corrections and Changes. A Change (MTC 02) is used when the Claim Administrator finds data they previously sent to IN WCB is now different. The Correction (MTC CO) is a direct response to an acknowledgement report that showed one or more data elements were accepted with error (TE status). **IN WCB does not accept the CO transaction.** Refer to IAIABC Claims Release 3.1 Implementation Guide for additional information at [www.iaabc.org](http://www.iaabc.org).

Q-5: What should be transmitted to IN WCB if a key Match Data Element is changed?

A-5: Send a FROI MTC 02 Change transaction to change any key match field(s). Note: Only one (1) key match field can be changed with a FROI MTC 02 at a time unless noted otherwise on the Edit Matrix Match Data Table as multiple FROI 02 change transactions may be required. Refer to INWCB's Match Data Table located on the IN WCB Implementation Guide page at [www.INWCBedi.info/guide](http://www.INWCBedi.info/guide).

Q-6: Which MTC SX Suspension Reason Code – Full (DN00418) is to be used to distinguish Indiana Forms: Form 54217 – Notice of Suspension of Compensation and/or Benefits and Form 38911 – Report of Temporary Total Disability (TTD)/Temporary Partial Disability (TPD) Termination?

A-6: Indiana has 2 paper forms that will be represented by the EDI MTC SX EDI transmission. Form 54217 titled Notice of Suspension of Compensation and/or Benefits and Form 38911 titled Report of Temporary Total Disability (TTD)/ Temporary Partial Disability (TPD) Termination. Indiana will be using Suspension Reason Code - Full (DN0418) to determine which paper filing is represented by the EDI SX electronic filing. MTC SX with Suspension Reason Code - Full SJ should always be used if a trading partner is filing the electronic equivalent of Form 54217, Notice of Suspension of Compensation and/or Benefits. MTC SX with the applicable Suspension Reason Code - Full S1-S7 should be used if a trading partner is filing the electronic equivalent of Form 38911, Report of Temporary Total Disability (TTD)/ Temporary Partial Disability (TPD) Termination. Suspension Reason Code - Full S8, S9 and SD are not applicable in INWCB.

Q-7: What will happen to the Indiana Form's Portal after the Indiana EDI Claims Release 3.1 Mandate Date 3/20/2019?

A-7: INWCB will be partially shutting down their paper Forms Portal on 3/20/2019, with the exception of filing Form 54217 - Notice of Suspension of Compensation and/or Benefits. The forms portal will completely shut down for all forms effective 6/3/2019. The portal is being left open to allow trading partners to program for the implementation of the Suspension Reason Code - Full SJ as outlined in Q-5.

All other forms that had previously been sent using INWCB's Forms Portal will now be represented by EDI SROI transactions. INWCB will take a submitted SROI and create a completed version of the appropriate form. A link to download and print this form will be emailed to the Claim Administrator Claim Representative E-mail Address (DN0138) submitted on the transaction. The email will have the subject of "Form name – SF Form number – JCN". For example, the first MTC UI transaction will trigger a 48557 Request for Additional Time. This would be sent with the subject of "Request for Additional Time – SF48557 – 9912345". Emails will be generated and sent on the same day that the SROI has been accepted. For a complete mapping of what forms will generate emails, please refer to the Forms to MTC Crosswalk and SROI Event Tab of the Event Table found at <https://inwcbedi.info/requirements>.

Q-8: How will PPI Payments be handled once R3.1 goes in to effect.

A-8: The paper Form 1043 for PPI payments will still be required to be filed with INWCB via US Mail, prior to issuing the PPI payment which would trigger the EDI PY MTC if paid in a lump sum.

Q-9: How do I request a 2<sup>nd</sup> UI?

A-9: Pursuant to IC 22-3-3-7(b), the 2nd extension may or may not be approved by the Board. This 2<sup>nd</sup> request via EDI for additional time will automatically be denied (TR) and must be accompanied by "filing of a petition by the employer or the employer's insurance carrier that sets forth: (1) the extraordinary circumstances that have precluded a determination of liability within the initial sixty (60) days; (2) the status of the investigation on the date the petition is filed; (3) the facts or circumstances that are necessary to make a determination; and (4) a timetable for the completion of the remaining investigation."

This petition must be submitted electronically to [Ulrequest@wcb.in.gov](mailto:Ulrequest@wcb.in.gov) within 7 days of the 2nd SROI UI submission.

Q-10: Can you clarify the condition for DN077 Late Reason Code?

A-10: For FROI 00 and FROI 04, DN0077 Late Reason Code is required as follows:  
If (DN0185) Insurer Type Code = I, Required If Date Transmission Sent (DN0100) is greater than 15 days after **Date Employer Had Knowledge of Injury (DN0040)**.

If (DN0185) Insurer Type Code = S and Insurer FEIN (DN0005) = Claim Administrator FEIN (DN0187) (self-insured self-administered), Required If Date Transmission Sent (DN0100) is greater than 7 days after **Date Employer Had Knowledge of Injury (DN0040)**.

In Indiana, **Date Employer Had Knowledge of Injury (DN0040)** is identified by the date the injury became reportable based on IC 22-3-4-13 which states that “Within seven (7) days after the employer’s knowledge of the injury, either actual, alleged, or reported under IC 22-3-3-1, that causes an employee’s death or the need for medical care beyond first aid, a report concerning the injury shall be made...” An incident that does not require at least basic first aid is not a reportable injury in Indiana. As such, an employer cannot have knowledge of a reportable injury before basic first aid is administered.

We understand that this use of DN0040 is unorthodox and we have explored all options when trying to find a solution that would work to meet Indiana’s statutory obligation for reporting and also have it be suitable for the Trading Partners.

Q-11: If DN0154 - Employee ID Assigned by Juris was sent using the option that included DN0031 Date of Injury, and it was later determined that the Date of Injury was incorrect and needs to be changed, does INWCB want/expect DN0154 - Employee ID Assigned by Juris to also be corrected?

A-11: You are not expected to change DN0154, if a change is made to DN0031 Date of Injury.