

## Frequently asked questions – EDI/eForms

### **1. I received an acknowledgement indicating a TR for my transactions. What does this mean?**

Minnesota is moving from a TE (Transaction Accepted with Errors) model to a TR (Transaction Rejected) model for electronic data interchange (EDI) submissions. This means any pieces of data within an EDI transaction that do not meet the edits specified for the data element will cause the transaction to reject in its entirety.

### **2. I have heard and seen references to the Campus file number? What is this number?**

The Work Comp Campus file number is also referred to as the jurisdiction claim number. This number is generated by the Department of Labor and Industry (DLI) when a claim is received and is unique to each unique claim reported. This number is returned in the first successful acknowledgment file. The trading partner will receive a TR if DN0005 is missing on subsequent reports.

### **3. Is the worker identification (WID) number staying the same in Work Comp Campus?**

Yes, WID numbers will stay the same, with a slightly different format. Throughout Campus, WID numbers will now all consist of eleven characters – two alphabetical characters (EE) followed by nine numeric characters. For established WID numbers, leading zeros will comprise any numeric characters.

When sending a WID number via EDI or eForm transaction, the WID number should only contain numeric characters and the prefix “MN” (e.g. MN12345).

### **4. Can multiple batches be sent in a single EDI transmission file?**

Yes, the acknowledgments for each batch will also be returned to the trading partner in a single acknowledgment transmission file.

### **5. What if I need to change the Social Security number (SSN) or date of injury on a claim?**

The SSN and date of injury can be updated by using the MTC 02 transaction. eFROI trading partners may use the web portal.

### **6. I need to report a claim where the employee does not have a Social Security number or the employer FEIN is unknown, but these are required data elements. How do I report this claim?**

If you need to submit a claim for an employee without an SSN or an employer without a FEIN, contact DLI and we will provide a PIN that can be used in place of the SSN or FEIN.

**7. I'm handling claims that were reported to the state before Nov. 2, 2020. How do I report these to the state after Campus goes live?**

To report future transactions on claims that have previously been reported, an update report (UR) transaction will be needed. Some claims will require just a FROI UR transaction, while other claims will require both a FROI UR and SROI UR transaction.

**UR transactions will be required for claims meeting the following criteria.**

- **FROI UR:**
  - On all previously submitted claims that have ongoing indemnity, litigation or vocational rehabilitation.
  - On all previously submitted claims for which a first action (first payment, denial or partial denial) will need to be filed.
  - All claims submitted to DLI within the past 30 days.
  - Upon request from DLI.
- **SROI UR:**
  - Note a FROI UR must be accepted before a SROI UR can be filed.
  - On all claims with ongoing indemnity, litigation or vocational rehabilitation for which a first action (first payment, denial or partial denial) had already been submitted.
  - Upon request from DLI.
  - Any claims filed with DLI before Nov. 2, 2020, will require an UR transaction before any other EDI transactions can be submitted.

If a file initially reported to DLI before Nov. 2, 2020, is acquired by a different claim administrator after Nov. 2, 2020, an AQ may be submitted in place of a FROI UR. A SROI UR will not be needed in this circumstance, because SROI sequencing should follow expected requirements following AQ submissions.

**8. How do I report an asbestos claim? Which asbestos claims need to be reported to the state?**

Asbestosis claims are to be reported using the under investigation (UI) transaction. Asbestosis files with ongoing activity or litigation should be reported to the state. The UI transactions do not need to be filed on claims that concluded before Nov. 2, 2020, unless they become active again. UIs filed on non-asbestosis claims will be rejected.

**9. I'm having difficulty figuring out the initial date disability began and counting the waiting period. How is this done in Minnesota?**

In Minnesota, the initial date disability began is *always* the first date of any claimed lost time or wages due to the injury, whether or not it was a full day or authorized by a health care professional. This date is also *always* the first day of the waiting period, regardless of whether the employee returns to work on that day. The waiting period is *always* three consecutive calendar days, regardless of whether the employee returns to work and/or was scheduled to work on any of those days. It is important to note that counting the waiting period and owing benefits for the waiting period are two separate issues.

**10. When should I report the first day of lost time beyond the waiting period (DN0297)? What value should be reported in this field?**

This data element should be populated when there is claimed lost time beyond the three-day waiting period and should be the very first date of lost time after the waiting period has elapsed. The date entered cannot be a future date and must be at least three days later than the initial date disability began.

**11. I'm withholding attorney's fees on a claim. How do I report this to the state?**

To report these fees, report the gross and net weekly amounts as the compensation rate and report the benefit amount paid as the amount actually paid to the employee. In addition, you may send a narrative (NT) transaction to let us know the fees are being withheld.

When reimbursing either the attorney or employee, use a lump-sum benefit type code (500, 530, 550 or 570) and report the actual amount being reimbursed. This can be reported via a payment report (PY) transaction.

**12. Does Minnesota have managed care organizations involved on claims and, if so, how is that information reported to DLI on the FROI?**

There are three Minnesota "certified" managed care organizations (CMCOs). They are Corvel, GENEX Services and HealthPartners. Additionally, these data elements are used to report Union Construction Workers' Compensation Program (UCWCP) claims. The trading partner must report a CMCO by sending the value 01 in DN0207 and the appropriate code 1, 2 or 3 in DN0208, and report UCWCP claims by sending the value 06 in DN0207 and code 4 in DN0208.

**13. My company handles UCWCP claims. How do I report these claims to the state?**

These claims are reported in the same way as any other claim; however, you must indicate the claim is a UCWCP claim. We use the same data elements used to report managed care to report these claims. You can report UCWCP claims by sending the value 06 in DN0207 and code 4 in DN0208.

**14. Are there special requirements for sending first reports of injury for death or serious injury claims?**

The employer must report a death or serious injury to DLI and the insurer within 48 hours after the occurrence. The initial report may be made by telephone or personal notice and must be followed by a written report of the injury filed with DLI by the employer within seven calendar days from the occurrence. The insurer may file the report on behalf of the employer via EDI or eFROI within the seven-day time period.