**MISSOURI DEPARTMENT OF LABOR AND INDUSTRIAL RELATIONS
DIVISION OF WORKERS' COMPENSATION**

EDI for Claims Release 3.1
Frequently Asked Questions

[Updated: July 1, 2020]

Contents

General

Q-1:   How do I contact MODWC with questions on EDI Claims 3.1 Reporting?

A-1:   Send an email to the MODWC EDI Support Mailbox at modwcedi@iso.com. This email address is managed by ISO.

Q-2:   Where are MODWC's EDI Claims 3.1 Requirements found?

A-2:   Please refer to the "EDI Requirements" link under the EDI Resources section (https://modwcedi.info/) for the Event Table, Element Requirement Table, and Edit Matrix.

Q-3:   What are some commonly used acronyms?

A-3:   IAIABC is the International Association of Accident Boards and Commissions

FROI or First Report of Injury

SROI or Subsequent Report of Injury

JC or Jurisdiction Code is a code for Missouri

JCN or Jurisdiction Claim Number is a unique number assigned to each FROI accepted by the Division.

DN or Data Element Number is a label for each data type

MTC or Maintenance Type Code is a code used to communicate which type of FROI or SROI report is being submitted.

FEIN or Federal Employers Identification number

MODWC or Missouri Division of Workers' Compensation

Q-4:   How do I send EDI Claims Release 3.1 FROI and SROI reports to the MODWC?

A-4:   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. Use the Jurisdiction Web Entry also referred to as MODWC Web Entry wcPrism System. The Web Entry wcPrism System is a free service for companies with low claim volume (about 100 claims or less in a year). The Web Entry wcPrism System requires the data entry and submission of each individual claim.
3. Use a Third-Party EDI Service Vendor. Vendor costs may apply depending on the services you request from the vendor.

Trading Partners

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

A-1: Complete and submit a Trading Partner Profile. Please refer to the Registration Instructions link under the Trading Partner Profile section (https://modwcedi.info/). Each Trading Partner profile is reviewed and must be approved by MODWC. An approved Trading Partner must complete successful testing.

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

A-2: Those who want to become a vendor should submit their request to modwcedi@iso.com. When MODWC receives your request, an internal approval process will be conducted.   All vendors who have been approved must also complete and pass the necessary testing procedures.

Q-3: How do I decide which submission method to choose?

A-3: Consider the volume before deciding on one of the following methods of submission: (i) SFTP (Secure File Transfer Protocol) means you will develop the programs and IAIABC claims release 3.1 flat file content yourself; (ii) EDI Vendor means a company will provide you with EDI services; or (iii) MODWC Web Entry is used for low volume and means you will type the data in cell by cell.

Q-4: Where do I find information concerning IAIABC EDI license fees?

A-4: Please refer to the IAIABC website (http://www.iaiabc.org/) under the EDI Standards –Licensing section for additional information.

Q-5: What steps must be taken in order to receive a Direct SFTP connection from MODWC?

A-5: In order to receive a Direct SFTP connection for Missouri, the Trading Partner must indicate Direct SFTP as the EDI Filing Method on their Trading Partner registration. A Trading Partner filing directly is responsible for knowing and abiding by the IAIABC R3.1 industry standards for EDI reporting. The IAIABC R3.1 Implementation Guide can be purchased directly from the IAIABC at iaiabc.com, and contains the format, data element definitions, business and technical rules.

Q-6: How do I sign up to use the Missouri free web system to submit FROI and SROI Reports to MODWC?

A-6: The Trading Partner Profile has a section called Filing Method. Under this section when completing this Trading Partner Profile, please *select 'Jurisdiction Web Entry': Select Jurisdiction Web Entry 'if you will use the MODWC EDI FROI SROI Web Reporting System'*. Training and access to the system will be provided after the submission has been reviewed and approved. (https://modwcedi.info/)

Q-7: As a Third-Party Administrator, we administer claims for a number of Insured/Self-Insured Employers. Are we required to register each Insured/Self-Insured Employer as a separate trading partner?

A-7: No, one registration is required where you will list each company in the list of Insurer section of the Trading Partner Agreement.

Testing

Q-1:   What are "test" transmissions?

A-1:   Testing is a process used to determine whether you and MODWC can send and receive EDI reports. Testing with MODWC requires adherence to the MODWC Test Schedule and the submission of required test transactions.
The sender will be responsible for evaluating the acknowledgement transactions MODWC returns in response to the test.
For additional information, see the "Missouri Division of Workers' Compensation (MODWC) EDI Claims Release 3.1 Test Plan - Testing Requirements and Missouri EDI Testing Feedback Request List R3.1" on the EDI website under the Implementation Information page once available.

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

A-2:   MODWC recommends that trading partners successfully test and implement FROI transmissions before testing SROI transmissions. MODWC expects to use the data from the FROI transactions for consideration in processing the SROI transactions, so errors with FROI do not impact SROI testing.

Q-3:   Will I need to test if I use the 'Jurisdiction Web Entry' to submit FROI and SROI Reports?

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

Production

Q-1:   When will MODWC approve me for production?

A-1:   MODWC'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 "MODWC Release 3.1 Implementation Test Plan" under the EDI Implementation Test Plan Overview on the Implementation Information page (https://modwcedi.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 MODWC EDI Support Mailbox at modwcedi@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.iaiabc.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 MODWC should I expect to receive an electronic acknowledgement?

A-4:   The cut-off for receipt of data from MODWC Trading Partners will be **11:59 AM EST, Monday through Friday**. On Saturday and Sunday, Trading Partners can connect and upload FROI/SROI files which will be processed Monday morning. Missouri Trading Partners will receive acknowledgment files no later than **5:00 AM EST** pending any unforeseen processing issues. If you have not received an acknowledgement within that time frame and have not received an advisory, please contact the MODWC EDI Support Mailbox at modwcedi@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. The acknowledgement you received indicates a "TE" status, accepted with errors, for the invalid data element. MODWC requires that you submit a MTC CO Correction report. If an error indicates a duplicate transaction or invalid event sequence, then resubmission of the same MTC would not be required. MODWC recommends that the Claim Administrator develop tools to use the acknowledgment details to track overall performance.

Q-6:   I have reached production status and a problem develops with the system I am using to generate or transmit EDI reports to MODWC. What should I do to make sure MODWC is informed and that Missouri 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 MODWC, contact MODWC via email (modwcedi@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 MODWC. MODWC 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 our attention, and will probably involve discussion, testing and updates made to the Trading Partner Profile. If this situation arises, please contact MODWC via email (modwcedi@iso.com) immediately.

Transactions, Edits & Requirements

Q-1:   What does "accepted with errors" mean?

A-1:   The transaction (record) you sent has been received, edited and accepted. However, one or more non-critical data elements in the record have an error. The acknowledgement you received indicates a "TE" status, accepted with errors, for the invalid data element. MODWC requires that you submit a MTC CO Correction report. For more information, see MODWC's Event Table for MTC CO (Correction) link located on the MODWC Implementation Guide page (https://modwcedi.info/guide).

Q-2:   What edits will MODWC apply?

A-2:   MODWC's edits and complete requirements are located on the MODWC Implementation Guide page (https://modwcedi.info/guide).

Q-3:   Is there a difference between an EDI MTC CO Correction and a MTC 02 Change?

A-3:   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 MODWC 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). The CO must match a previously sent transaction and must contain the data element(s) or conditions identified on the acknowledgment as being in error. Refer to IAIABC Claims Release 3.1 Implementation Guide for additional information (www.iaiabc.org).

Q-4:   What should be transmitted to MODWC if a key Match Data is changed?

A-4:   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 MODWC's Match Data Table located on the MODWC EDI Requirements page (https://modwcedi.info/guide).

Q-5:   Is a Jurisdiction Claim Number (JCN) required when I input my Original FROI Reports?

A-5: A JCN will be assigned when an initial FROI report is submitted and a TA (Transaction Accepted) or TE (Transaction Accepted with Error) acknowledgment is received. For legacy claims, a JCN that was assigned on the R1 report submission will be returned when a FROI UR report is submitted that receives a TA (Transaction Accepted) or TE (Transaction Accepted with Error) acknowledgment.

Q-6: Is the MODWC Jurisdiction Claim Number required on all transactions following the initial First Report of Injury?

A-6: Yes. Refer to MODWC's Match Data Table & Element Requirement Table located on the MODWC Implementation Guide page (https://modwcedi.info/guide). **DN0005** Jurisdiction Claim Number is a key match item for all reports following the initial First Report of Injury.

Q-7: What Employer FEIN should be used for employers with multiple corporate relationships?

A-7: Use the FEIN of the corporate entity that has the legal responsibility for handling a given workers' compensation claim.

Q-8: What coding for Part of Body, Nature of Injury, and Cause of Event will be used?

A-8: Please see the Workers' Compensation Insurers Organization (WCIO) injury description table – Part/Nature/Cause.
https://www.wcio.org/Document%20Library/InjuryDescriptionTablePage.aspx

Q-9: Can you please clarify the NAICS version – will all versions be accepted or is Missouri limited to a specific version?

A-9: If required on MTC, then Industry Code must be 6 characters and a valid NAICS Code (2012 or 2017).

Legacy Claims

Q-1: What is a Legacy claim?

A-1: A Legacy claim is any open claim previously reported in R1 (prior to MODWC's EDI Claims R3.1 Implementation Date) for which a Jurisdiction Claim Number (JCN) has been assigned.

Q-2: Should electronic reports be filed on legacy claims?

A-2: Yes, Electronic First Reports and Subsequent Reports must be sent on all claims that are open or reopened in the claim administrator's system. Refer to MODWC Event Table located on the MODWC Implementation Guide page (https://modwcedi.info/guide).

Q-3: For legacy claims, how do I determine if a claim is open or re-opened? Is this based on the status in the claim administrator's system?

A-3: Yes, it is based on the status on the claim administrator's system. If the correct match data elements are present, a legacy claim will be located, and an acknowledgment will be sent with the JCN, which will be identical to the R1 JCN number previously assigned by MODWC's system.

Q-4: Are you expecting FROIs Update Report (UR) for claims that had either Indemnity or Medical previously paid only, or would you expect a FROI UR on a claim with no payments that is open in the claim administrator's claim system?

A-4: For reference, see the MODWC Event Table for FROI UR: The FROI UR is required prior to submitting any FROI in R3.1 for ONLY Open or Re-opened Legacy Claims.

The FROI UR is intended to match a claim previously reported and to set the picture for R3.1 reporting. Note: MODWC expects the FROI UR report submissions to be completed by 5/02/2022 for these claims. If a claim re-opens after 5/02/2022, then the same Report Trigger shown above should be followed.