

## I. Getting Started

Anthem Blue Cross (ABC) is a strong proponent of EDI transactions as they significantly increase administrative savings, reduce operating costs, and gain efficiency in processing time and improve data quality. In order to begin exchanging transactions with ABC, trading partners must manage their own unique set of requirements, operational needs, and systems capabilities.

**References:** from main menu on [www.anthem.com/edi](http://www.anthem.com/edi), choose Documents, select Companion Guide

- Section A - EDI User Guide: **834 User Guide**
- Section A - Communication Protocol: [for HTTPS only] **EDI HTTPS File Upload**
- Section B - Transaction Specific Companion Documents: **834 Benefit Enrollment and Maintenance (includes 834 User Guide)**

**Hours of Gateway Operation:** Under normal operating conditions, files are processed 24/7

**Contact for Questions:** [www.anthem.com/edi](http://www.anthem.com/edi), LiveChat

## II. Implementation

As a trading partner of ABC, it is necessary to take the following 5 steps into consideration:

1. Read, become familiar with, sign and submit the Trading Partner Agreement (TPA)
  - The HIPAA administrative simplification regulations include requirements in these legal contracts between covered entities and their business associates. They define the terms and conditions of HIPAA compliance under which trading partners are permitted to exchange transactions with ABC.
2. Decide upon one of the two methods for generating and submitting your HIPAA compliant data files:
  - Method 1: For the *direct submission* using a vendor or self-developed software product approach, the trading partner is the employer group or agent. The employer group's internal programming staff or systems vendor modifies the computer system to meet the format and quality requirements of the ASC X12N HIPAA Technical Report Type 3 (TR3) and ABC. It is the responsibility of the trading partner to operate and/or configure the computer, modem, communications software, internet, all telecommunications and all transactions submitted to ABC.
  - Method 2: For the submission by a *third party clearinghouse* approach, the clearinghouse is the trading partner. Services are paid by the employer group for the EDI preparation, submission, and/or management. The business relationship between the trading partner and employer group is held strictly between the two parties. Typically, the clearinghouse will help employer groups configure the necessary computer equipment or software. The clearinghouse must undergo testing, approval, and production procedures before submitting EDI transactions to ABC.

3. Forward the 834 Companion Guide to your internal programming staff, systems vendor or third party clearinghouse.
  - Select your data transmission method: SFTP w/ PGP or HTTPS File Upload.
  - Consult with your technical staff to assess your existing hardware.
4. Understand the process that occurs when submitting files and receiving acknowledgments/reports (See Part 2: Section 5 - Acknowledgments and Reports for examples and details).
5. As confirmation for the completion of your set up, receive the following:
  - [for SFTP w/PGP only] secure email from our Gateway administrators (EGW\_Support): includes your trading partner sender ID (xx12345e), Gateway login ID and password with SFTP External Client Instructions
  - "Welcome letter" from your assigned E-Solutions representative: includes details to assist you through the EDI transaction submission process

## III. Testing Process

All trading partners are required to successfully complete the testing process. As part of the testing preparation, ABC offers a [free on-line testing tool with guidelines](#) for the validation of HIPAA compliance standards.

### Testing Preparation

- Use filenames without space(s) or special characters !@#\$\$%^&\*()+= in the filename.
- Submit a test file containing the same type of scenarios you may have previously submitted electronically in the non-HIPAA compliant format or via paper for purposes of comparison.
- Populate "T" in the Interchange Control Header (ISA15 Usage Indicator) to indicate file as TEST.
- Include approximately 25-100 test scenarios per transaction per interchange.
- Transmit a representative sampling of the scenarios that you normally submit.
- Prepare to receive, retrieve and review acknowledgments/reports in response to your file submissions.

### Approval for Production Status

You will be allowed to submit files in production based on the following criteria:

- Met telecommunications connectivity and logon/security parameters.
- Exercised report retrieval and interpretation.
- Pass 100% syntactical compliance - editing includes ISA Interchange identification (correct length of ISA, legal separators/terminators, valid receiver/sender IDs), GS/GE Functional Group Identification (control numbers, version, envelope counts), and ST/SE Transaction Set Identification (valid data types, separators/terminators, transaction and segment IDs, envelope totals).
- Pass 95% data content compliance - editing includes variables based on TR3, code sets, looping structures, situational edits, TR3 balancing rules, other TR3 specific edits and requirements, member ID, business rules, and trading partner specific edits

### Submitting Production Files

- Populate "P" in the Interchange Control Header (ISA15 Usage Indicator) to indicate file as PRODUCTION. Discontinue populating "T" in the ISA15 (Usage Indicator).

**IMPORTANT!** *Once in production, you assume responsibility of all acknowledgment and response reports (TA1, 999, and 864) as they will no longer be monitored by E-Solutions.*