



Office of Financial Management/Financial Services Group

April 1, 2011 (Revised May 17, 2011)

Implementation of Medicare Secondary Payer Mandatory Reporting Provisions in Section 111 of the Medicare, Medicaid, and SCHIP Extension Act (MMSEA) of 2007
(See 42 U.S.C. 1395y(b)(7) & (8))

ALERT: October 2011 TIN Reference Response File and Address Validation Information for Group Health Plan (GHP) Responsible Reporting Entities (RREs)

This ALERT provides information related to revisions that will be made by CMS' Coordination of Benefits Contractor (COBC) to the validation of tax identification numbers (TINs) and related name and address information effective **October 1, 2011**. These changes include the implementation of a new TIN Reference Response File that will be returned for every TIN Reference File submitted. RREs and their reporting agents will be required to modify the systems they use to submit and process files under the Mandatory Reporting requirements of Section 111 of the MMSEA in time for the fourth quarter 2011 (October – December) file submissions.

This alert has been updated as of May 9, 2011 to provide RREs the following additional information:

- Descriptions for TIN error code TN01 were updated to note that the value submitted in the TIN (Field 1) of the TIN Reference File Detail Record cannot be blank or all spaces.
- Descriptions for TIN error codes TN06 and TN14 were updated to note that the associated City fields cannot contain any numeric characters.
- Descriptions for TIN error code TN03 were updated to note that the first two characters of the TIN mailing name submitted in Field 2 of the TIN Reference File Detail Record must be non-blank.
- The TIN Reference Response File section was updated to note that the system will generate the standard email notification to the RRE's Account Manager when the TIN Reference Response File has been created.
- RREs are encouraged to pre-validate employer and insurer/TPA addresses using postal software or online tools available on the United States Postal Service (USPS) website pages such as <http://zip4.usps.com/zip4/welcome.jsp>. RREs should try to use standard abbreviations and adhere to USPS standards. The address validation enhancements effective in the COBC Section 111 system in October 2011 will "scrub" addresses submitted on the TIN Reference File using USPS standards but it is recommended that RREs attempt to adhere to these standards as well to improve results.
- No new MSP Input or TIN Reference Files will be processed by the COBC during September 22-30, 2011 in order to allow the system to complete TIN-related processing under current requirements. If an RRE submits these files during this week, they will be held and processed after the release implementation under the new address validation rules. RREs assigned to MSP Input File submission timeframe Group 12 (submission dates of September 22-28, 2011) are to submit Third Quarter 2011 files prior to this week to process under the current rules or submit their files the week after October 1, 2011 to process under the revised rules. CMS will

not consider Third Quarter 2011 MSP Input Files for RRE's assigned to Group 12 late if they are submitted by October 7, 2011.

- RREs should be aware that they may receive the TIN and TIN address compliance flags on Third Quarter 2011 MSP Response Files returned after October 1, 2011 if the corresponding MSP Input File was submitted prior to September 22, 2011.

Background

Under the current Section 111 GHP reporting process, RREs submit TIN Reference Files that contain insurer/third party administrator (TPA) and employer TINs with associated address information. The corresponding TINs on the Medicare Secondary Payer (MSP) Input File Detail Records are matched with TINs reported on the TIN Reference Files. TINs and associated name and address information submitted on the TIN Reference File represent critical information used by Medicare in the recovery process. Changes are being made to the process that validates this information to improve the integrity of the data collected and provide RREs with better feedback on TIN and TIN address errors and how to correct them.

Initially when the Section 111 process was established, if the TIN Reference File had errors, individual TIN records were rejected and the errors were recorded on a report that the Electronic Data Interchange (EDI) Representatives used to assist the RRE in correcting those errors. The MSP Input File would continue processing, but since the matching TIN records were in error, the address information was not merged with the MSP records. This resulted in error codes on the MSP Response File, such as SP25 – Invalid Insurer Name, that did not convey the specific problem found with the TIN Reference File Detail Record. To address this issue, changes have been identified that are being implemented in phases. The first phase, implemented in January 2011, involved returning compliance flag codes on the MSP Response Files to inform RREs of errors found on their TIN Reference File. MSP records were not rejected for the identified issues, but RREs were given more specific information relating to the TIN record errors.

The second phase will be implemented on October 1, 2011 and will involve the implementation of a new TIN Reference Response File and more rigorous editing of TIN addresses by the COBC using postal software to ensure an address is actually deliverable. As is currently done, TIN Reference Files will be processed before MSP Input Files when the files are submitted concurrently. TIN records will first go through a basic field validation. Existing TIN and TIN address compliance flags will be replaced with error codes that will be returned on the new TIN Reference Response File and result in rejection of the TIN record. If a record passes the basic field validation, the addresses will be standardized and validated further using the postal software. This additional validation may result in TIN records being rejected, due to having an invalid or undeliverable address, or being accepted with or without updates to the submitted address fields. Each submitted TIN record will be returned on the TIN Reference Response File with an indication of what was done with the record, applicable error codes and the submitted and applied addresses. Specific errors found on TIN records will not be returned on the MSP Response File. That file will only contain errors that indicate that a valid TIN Reference record could not be found for an insurer/TPA or employer TIN submitted on the MSP record.

Only validated addresses will be passed to the Common Working File (CWF) and the Medicare Secondary Payer Recovery Contractor (MSPRC). A clean-up of existing TIN records on the COB database TIN table used for Section 111 processing will be performed prior to the release to apply the new validation requirements and mark existing TIN records as valid or invalid.

IMPORTANT: All RREs are advised to submit complete, updated TIN Reference Files with their 4th Quarter 2011 (October – December) file submissions and process the TIN Reference Response Files accordingly. Resubmission must be done after October 1, 2011. TIN Reference Files may be submitted as separate files prior to submission of the MSP Input File. RREs may wish to submit an updated TIN Reference File as soon after 10/1/11 as possible in order to correct any issues prior to their assigned file submission timeframe for the MSP Input File. The updated TIN Reference File should include *all* TINs that might be used in Employer TIN and Insurer/TPA TIN (Fields 21 and 22) on the MSP Input File. This will ensure that the COBC and the RRE are using the same TIN data and that the RRE is notified of any issues with submitted TIN information going forward. After this resubmission of all TIN data in the 4th Quarter of 2011, RREs may return to only submitting TIN data as needed.

Requirements

Basic Field Validation

- The COBC will process TIN Reference Files submitted with MSP Input Files first, as it does today.
- Before postal software is applied to validate addresses, basic field validations will be performed using similar logic that exists today which generates compliance flag codes according to the field descriptions in the GHP User Guide and the “TIN Reference File Address Validation Information” alert dated November 18, 2010. These edits will be the same as the edits currently applied to TIN records but will generate actual errors rather than compliance flags.
- Each insurer/TPA and employer TIN will also be validated using the current methodology.
- If an error is found on an input TIN Reference File Detail Record during the basic field validation step, the TIN record will be rejected and returned on the new TIN Reference Response File with a ‘TN’ disposition code and error codes specific to the errors identified.
- These errors will only be returned on the TIN Reference Response File. They will not be applied and returned on matching MSP Response File Detail Records as is done today with the TIN and TIN address compliance flag codes.
- See the table below titled “GHP TIN Reference Response File Errors” for a list of error codes that may be returned on TIN Reference Response Files. Error codes TN01 – TN17 may be returned from this basic field validation process.
- As with other Section 111 file processing, certain severe errors will be generated and notification returned to RREs via email alerts for TIN Reference Files. These include severe errors for missing header or trailer records, incorrectly formatted header and trailer records, an invalid record count on the trailer, and empty files. In the event of a severe error, RREs must contact their assigned EDI Representative and resubmit a corrected TIN Reference File as instructed.

Address Validation

- TIN Reference File records that pass the basic field validation edits will be further processed by the COBC using a postal software tool. This tool will be used to validate and improve the deliverability of mailing addresses.
- Non-foreign addresses will be reformatted into the standardized format as recommended by the U. S. Postal Service (USPS), so that they can be matched against a database of valid, deliverable addresses. This will involve changes like correcting misspellings, changing the order of the individual components of the primary address line, and applying standard postal abbreviations such as RD for “Road”.

- After the address is standardized, it will be matched to the postal database. This matching will include Delivery Point Validation (DPV). If an address is matched to one that is considered an undeliverable address, such as a vacant lot, the address will not be considered valid.
- When a match to a deliverable address is confirmed, the address is considered a valid address.
- The general return codes from the postal software will be translated into more descriptive error codes that will indicate why the address failed to be validated in this step. These errors include TN18 – TN29 as shown below in the “GHP TIN Reference Response File Errors” table.
- Address validation will be applied to the following addresses on TIN Reference input file records that have passed all the basic field validations:
 - Insurer/TPA Address in TIN Reference File Fields 3 – 7 where the TIN Indicator equals ‘I’
 - Insurer/TPA Demand Address in TIN Reference File Fields 10-14 where the TIN Indicator equals ‘I’
 - Employer Address in TIN Reference File Fields 3 – 7 where the TIN Indicator equals ‘E’, ‘F’, ‘S’, or ‘Z’ and the State code in Field 6 is not equal to ‘FC’
- Foreign Employer Addresses, submitted on TIN records with a TIN Indicator of ‘E’, ‘S’, or ‘Z’ where the State code in Field 6 equals ‘FC’, will not be validated in this step. Only the basic field validations will apply to the Foreign Employer Address. The submitted Foreign Employer Address will not be reformatted in this process.
- If an insurer/TPA TIN Reference File Detail Record (TIN Indicator of ‘I’) has both an insurer/TPA “claims office” address in Fields 3-7 and an insurer/TPA demand address in Fields 10-14, both addresses will be matched to the postal database, even if the first fails, so that all address errors can be identified and returned to the RRE on the corresponding TIN Reference Response File Detail Record.

TIN Reference Response File

- TIN Reference Response Files will start with a header record, followed by detail records for each submitted TIN Reference File Detail Record, and end with a trailer record containing a detail record count. Each record is a fixed length of 650 bytes.
- The TIN Reference Response File Detail Record will contain the submitted TIN, a disposition code, ten error code fields, the submitted mailing address, applied mailing address, submitted insurer demand address, applied insurer demand address, submitted TIN indicator, submitted foreign employer address, and indicators to show whether the system applied changes to the mailing or insurer demand address fields.
- If a TIN Reference File Detail Record ***fails*** the TIN and/or TIN address validation, it will be rejected and a corresponding TIN Reference Response File Detail Record returned with:
 - A value of ‘TN’ in the TIN Disp Code (Field 29)
 - Associated errors as documented in the “GHP TIN Reference Response File Errors” table shown below in the TIN Error 1-10 (Fields 30 – 39)
 - TIN Reference File name and addresses in the corresponding submitted name and address fields (Fields 2 – 7, 14 – 19, 25 - 28)
 - Spaces in the applied addresses (Fields 8 – 12, 20 – 24)
 - TIN Indicator provided in the input record in the Submitted TIN Indicator (Field 13)
 - Spaces in the Mailing Address Change Flag (Field 40) and Demand Address Change Flag (Field 41)
- If a TIN Reference File Detail Record ***passes*** the TIN and TIN address validation, it will be accepted and a TIN Reference Response File Detail Record returned with:
 - A value of ‘01’ in the TIN Disp Code (Field 29)

- Spaces in the TIN Error 1-10 (Fields 30 – 39)
- TIN Reference File name and addresses in the corresponding submitted name and address fields (Fields 2 – 7, 14 – 19, 25 - 28)
- TIN Indicator provided in the input record in the Submitted TIN Indicator (Field 13)
- Addresses the COBC will use for subsequent processing in the corresponding applied addresses (Fields 8 – 12, 20 – 24)
- If the applied address for the insurer/TPA or employer (Fields 8 – 12) is different from the submitted address (Fields 3 – 7), the Mailing Address Change Flag (Field 40) will be set to ‘Y’. If they are the same, Field 40 will be set to ‘N’.
- If the applied Insurer/TPA Demand Address (Fields 20 – 24) is different from the Submitted Insurer/TPA and Demand Address (Fields 15 – 19) the Demand Address Change Flag (Field 41) will be set to ‘Y’. If they are the same, Field 41 will be set to ‘N’.
- If there was a TIN Reference File Detail Record previously submitted that matches the new TIN Reference File Detail Record being processed, the new record will overlay the prior record on the COB database and the new record will be used for subsequent MSP Input File processing, regardless of the TIN Disp Code returned. New TIN records in error can replace previously existing TIN records that were determined to be valid and vice versa. **Errors on TIN Reference File records will result in rejection of subsequently processed MSP Input File Detail Records with matching insurer/TPA or employer TINs.** TIN records returned with errors must be corrected and resubmitted in order for the corresponding MSP records to process correctly.
- The system will take approximately 3 business days to process a TIN Reference File and create the TIN Reference Response File. If an RRE submits a TIN Reference File with its MSP Input File, the system will process it and produce the TIN Reference Response File first. RREs may also submit a TIN Reference File without submission of a MSP Input File and the system will proceed with processing the TIN file in the next scheduled batch cycle.
- The system will generate an email to the RRE’s Account Manager when the TIN Reference Response File has been created, as is done with other Section 111 response files.
- TIN Reference Response Files will be created for both test and production TIN Reference File submissions.
- For SFTP file submitters, the TIN Reference Response Files will be placed in the RRE’s MSP Response mailbox on the SFTP server.
- RREs that use HTTPS to transfer files will be able to retrieve their test files from the Test Results page and production files from the File Processing Results page on the Section 111 COB Secure Web site (COBSW) in the same manner as that used for MSP Response Files.
- The naming convention for SFTP and HTTPS files will be as follows:

Production:	PCOB.BA.MR.GHPTIN.RESP.Dccyymmdd.Thhmmssmm.TXT
Test:	TCOB.BA.MR.GHPTIN.RESP.Dccyymmdd.Thhmmssmm.TXT

Where ‘Dccyymmdd’ is ‘D’ followed by a date as century/year/month/day and ‘Thhmmssmm’ is ‘T’ followed by a time as hours/minutes/seconds/milliseconds.

- TIN Reference Response Files will remain available for downloading for two calendar quarters (180 days). Response files can be downloaded more than once as needed. COBSW users cannot delete response files from the COBSW SFTP server. The COBC will remove these files automatically after 180 days.
- Files exchanged via SFTP and HTTPS will utilize an ASCII format. Fields within the records are length delimited and all records are fixed length.
- For those RREs using Connect:Direct (C:D), additional file transmission details must be supplied. **RREs using C:D must contact their EDI representative to provide the destination dataset information for TIN Reference Response Files.**
- The record layouts for the TIN Reference Response File are shown below.

MSP Input File Processing

- After the RRE's TIN Reference File has been processed and TIN Reference Response File created, the corresponding MSP Input file will be processed, if submitted with the TIN file.
- The Insurer/TPA TIN (MSP Input Field 22) and Employer TIN (MSP Input Field 21) will be matched to the COB database table of valid, **accepted** TIN Reference File records submitted by the RRE.
- If a match is found, the TIN information will be used in creation of MSP occurrences and subsequent processing at the MSPRC.
- If a match is not found to a valid TIN record, the MSP Input File Detail Record will be **rejected** and returned on the MSP Response File with a 'SP' disposition code and an error code indicating that a valid TIN record could not be found. These errors will be specific to insurer and employer TIN fields but will not provide information as to why the TIN record was rejected. **RREs will have to refer to the errors returned on their TIN Reference Response Files** to determine what caused the matching TIN record to be rejected. It will be necessary for an RRE to resubmit corrected TIN Reference File records, along with resubmitting the corresponding MSP Input File Detail Records that were rejected, in their next file submission or as instructed by their EDI Representative.
- Since errors related to invalid TIN or invalid TIN address will now result in rejection of the TIN Reference File Detail Record and any corresponding MSP Input File Detail Records, all compliance flag code values associated with TIN validation and TIN address errors will be discontinued. This includes compliance flag codes 01 – 22. Only these values will be removed. The ten fields of compliance flag codes on the MSP Response File will remain for potential future use.

The following errors will be added for GHP MSP Input/Response File processing:

SP ERROR CODE	DESCRIPTION	COBC Responsible	RRE Responsible
SPT0	No matching, valid TIN Reference File Detail Record was found for the Employer TIN submitted. Refer to errors returned on the TIN Reference Response File. Resubmit corrected TIN Reference File record and/or MSP Input File record.		X
SPT1	No matching, valid TIN Reference File Detail Record was found for the Insurer/TPA TIN submitted. Refer to errors returned on the TIN Reference Response File. Resubmit corrected TIN Reference File record and/or MSP Input File record.		X

Pre-Implementation TIN Record Clean-up

- Prior to the implementation of these changes, the COBC will revalidate all existing TIN records on the COB database (established from previously-submitted TIN Reference File Detail Records.)
- The basic field and address validation described above will be applied to these records. Any previously-submitted TIN records that do not pass this validation will be marked as invalid and **not used for matching to MSP Input Files Detail Records in the future**. MSP records (add, update and delete transactions) processed after this revalidation that match to TIN

records in error, will be **rejected**, even if they were previously accepted but returned with TIN-related compliance flags. Therefore, it is in every RRE's best interest to resubmit TIN Reference Files before or with their 4th Quarter 2011 file submissions after the changes have been implemented on October 1, 2011. This will ensure that all TIN information is revalidated and that the RRE receives specific TIN errors back on TIN Reference Response files in order to make necessary corrections and avoid rejection of MSP records due to association with invalid TIN records.

- RREs are also advised to review TIN and TIN address compliance flags returned on current and prior MSP Response Files ***now*** and make corrections to TIN information ***prior*** to October 1, 2011 in preparation for these changes.

GHP TIN Reference Response File Errors

GHP TIN Reference File Record Errors		
Error Code	GHP TIN Reference File Field	Description
TN01	TIN - Field 1, TIN Indicator I	Invalid Insurer/TPA TIN received on TIN Reference record where the TIN Indicator equals I. TIN cannot be validated by the COBC. Must be a 9-digit numeric code and must be a valid, IRS-assigned TIN. Cannot be blank. If you believe the TIN to be valid, contact your EDI Representative to supply supporting evidence. Your EDI Representative will then update the system to mark the TIN as valid and then you may resend the record.
TN02	N/A	Not used at this time.
TN03	Name – Field 2, TIN Indicator I	Invalid Name (Insurer/TPA name) received on the TIN Reference record where the TIN Indicator equals I. Field cannot be blank. Must contain at least 2 valid characters. First two characters must be non-blank. Spaces are allowed between words in an insurer plan name. Field may contain alpha and/or numeric characters, commas, & - ' . @ # / : ; . Insurer name cannot contain only the following word(s) as a default: SUPPLEMENTAL, SUPPLEMENT, INSURER, MISCELLANEOUS, CMS, ATTORNEY, UNKNOWN, NONE, N/A, UN, MISC, NA, NO, BC, BX, BS, BCBX, BLUE CROSS, BLUE SHEILD, or MEDICARE. Special characters other than, &, - ' . @ # / : ; are not allowed.
TN04	Address Line 1 – Field 3, TIN Indicator I	Invalid insurer/TPA Address Line 1 where the TIN Indicator equals I. Insurer/TPA Address Line 1 field is missing or contains characters other than alpha, numeric and special characters A-Z, 0-9, space, &, dash, @, #, /, comma, semicolon, colon, period, quote.
TN05	Address Line 2 – Field 4, TIN Indicator I	Invalid insurer/TPA Address Line 2 where the TIN Indicator equals I. If entered Address Line 2 must not contain any characters other than alpha, numeric and special characters, A-Z, 0-9, space, &, dash, @, #, /, comma, semicolon, colon, period, quote.
TN06	City – Field 5, TIN Indicator I	Invalid insurer/TPA City where the TIN Indicator equals I. Insurer/TPA City is

GHP TIN Reference File Record Errors		
Error Code	GHP TIN Reference File Field	Description
		missing or contains characters other than alpha and special characters A-Z, space, &, dash, @, #, /, comma, semicolon, colon, period, quote.
TN07	State – Field 6, TIN Indicator I	Invalid insurer/TPA where the TIN Indicator equals I. Insurer/TPA State is missing or contained a value other than a valid US postal state code. <i>A value of FC is NOT allowed for the state code of the insurer/TPA.</i>
TN08	Zip Code – Field 7, TIN Indicator I	Invalid or missing insurer/TPA Zip Code where the TIN Indicator equals I. Zip Code must contain 5 numeric digits or 9 numeric digits.
TN09	N/A	Not used.
TN10	TIN Indicator – Field 8	Invalid TIN Indicator. Must contain one of the following values: E = The TIN field contains a valid TIN (EIN) for an Employer. I = The TIN field contains a valid TIN for an Insurer/TPA. S = The TIN field contains a valid TIN for the plan sponsor of a multiple employer/multi-employer plan. F = The TIN field contains a valid TIN for a Federal employer. Z = The TIN field reflects a foreign employer that has no valid TIN. The TIN field contains a fake or pseudo-TIN for the foreign employer.
TN11	Insurer/TPA Demand Mailing Name – Field 9, TIN Indicator I	Invalid Insurer/TPA Demand Mailing Name. The field contains a value other than spaces but the TIN Indicator was not equal to I. The TIN Indicator is I, but the field contains characters other than alpha, numeric and special characters A-Z, 0-9, space, &, dash, @, #, /, comma, semicolon, colon, period, quote. The TIN Indicator is I, the Insurer/TPA Demand Address Line 1 is non-blank but the Insurer/TPA Demand Mailing Name is blank.
TN12	Insurer/TPA Demand Address Line 1 – Field 10, TIN Indicator I	Invalid Insurer/TPA Demand Address Line 1. The field contains a value but the TIN Indicator was not equal to I. The TIN Indicator is I and a non-blank Insurer/TPA Demand Mailing Name was supplied, but the Insurer/TPA Demand Address Line 1 is missing or the field contains characters

GHP TIN Reference File Record Errors		
Error Code	GHP TIN Reference File Field	Description
		other than alpha, numeric and special characters A-Z, 0-9, space, &, dash, @, #, /, comma, semicolon, colon, period, quote.
TN13	Insurer/TPA Demand Address Line 2 – Field 11, TIN Indicator I	Invalid Insurer/TPA Demand Address Line 2. The field contains a non-blank value but the TIN Indicator was not equal to I. The TIN Indicator is I, but the field contains characters other than alpha, numeric and special characters A-Z, 0-9, space, &, dash, @, #, /, comma, semicolon, colon, period, quote.
TN14	Insurer/TPA Demand Mailing City – Field 12, TIN Indicator I	Invalid Insurer/TPA Demand Mailing City. The field contains a non-blank value but the TIN Indicator was not equal to I. The TIN Indicator is I and the Insurer/TPA Demand Mailing Name is non-blank, but the Insurer/TPA Demand Mailing City is missing or the field contains characters other than alpha and special characters A-Z, space, &, dash, @, #, /, comma, semicolon, colon, period, quote.
TN15	Insurer/TPA Demand Mailing State – Field 13, TIN Indicator I	Invalid Insurer/TPA Demand Mailing State. The field contains a non-blank value but the TIN Indicator was not equal to I. The TIN Indicator is I and the Insurer/TPA Demand Mailing Name is non-blank, but the Insurer/TPA Demand Mailing State is missing or contained a value other than a valid US postal state code.
TN16	Insurer/TPA Demand Mailing Zip – Field 14, TIN Indicator I	Invalid Insurer/TPA Demand Mailing Zip. The TIN Indicator is I and the Insurer/TPA Demand Mailing Name is non-blank, but the Insurer/TPA Demand Mailing Zip does not contain 5 numeric digits followed by 4 spaces or 9 numeric digits. Must be all zeroes or all spaces if the TIN Indicator is not equal to I.
TN01	TIN – Field 1, TIN Indicator E, F, S or Z	Invalid Employer TIN where the TIN Indicator equals E, S, F or Z. TIN cannot be validated by the COBC. Must be a 9-digit numeric code. If the TIN Indicator is not equal to Z, must be a valid, IRS-assigned TIN. Cannot be blank. If you believe the TIN to be valid, contact your EDI Representative to supply supporting evidence. Your EDI Representative will then update the system to mark the TIN as valid and then you may resend the record.

GHP TIN Reference File Record Errors		
Error Code	GHP TIN Reference File Field	Description
TN03	Name – Field 2, TIN Indicator E, F, S or Z	Invalid or missing Employer Name received on TIN Reference record where the TIN Indicator equals E, S, F or Z. Field cannot be blank. It must contain at least 2 characters. First 2 characters must be non-blank. Special characters other than, &, - ‘. @ # /: ; are not allowed.
TN04	Address Line 1 – Field 3, TIN Indicator E, F, S or Z	Invalid Employer Address Line 1 where the TIN Indicator equals E, S, F, or Z. Employer Address Line 1 field is missing or contains characters other than alpha, numeric and special characters A-Z, 0-9, space, &, dash, @, #, /, comma, semicolon, colon, period, and quote. Must be equal to all spaces if State Field 6 is equal to ‘FC’.
TN05	Address Line 2 – Field 4, TIN Indicator E, F, S, Z	Invalid Employer Address Line 2 where TIN Indicator equals E, S, F or Z. If supplied, Employer Address Line 2 must not contain characters other than alpha, numeric and special characters, A-Z, 0-9, space, &, dash, @, #, /, comma, semicolon, colon, period, quote. Must be equal to all spaces if State Field 6 is equal to ‘FC’.
TN06	City – Field 5, TIN Indicator E, F, S or Z	Invalid Employer City where TIN Indicator equals E, S, F or Z. Employer City is missing or contains characters other than alpha and special characters A-Z, space, &, dash, @, #, /, comma, semicolon, colon, period, quote. Must be equal to all spaces if State Field 6 is equal to ‘FC’.
TN07	State – Field 6, TIN Indicator E, F, S or Z	Invalid Employer State where TIN Indicator equals E, S, F or Z. Employer State is missing or contained a value other than a valid US postal state code or ‘FC’. Cannot equal ‘FC’ if the TIN Indicator equals F.
TN08	Zip Code – Field 7, TIN Indicator E, F, S, or Z	Invalid Employer Zip Code where the TIN Indicator equals E, S, F or Z. Employer Zip Code field must contain 5 numeric digits or 9 numeric digits. Must be equal to all spaces or all zeroes if State Field 6 is equal to ‘FC’.
TN17	Foreign Employer Address Lines 1-4 - Fields 15, 16, 17, 18, TIN Indicator E, S or Z	Missing or invalid Foreign Employer Address Line 1-4 supplied where TIN Indicator equals E, S, F or Z. The State Field 6 contained the value FC for Foreign Country, but the foreign address lines 1-4 contained all spaces or non-alphanumeric characters; or the state code supplied was not FC and the Foreign Employer Address

GHP TIN Reference File Record Errors		
Error Code	GHP TIN Reference File Field	Description
		Lines 1-4 were not equal to all spaces. Must equal all spaces if TIN Indicator is F.
TN18	Fields 3-7, TIN Indicator 'I'	Invalid insurer/TPA address where TIN Indicator is 'I'. The address supplied was insufficient or missing components needed to determine a unique match to the postal database.
TN19	Fields 3-7, TIN Indicator 'I'	Invalid insurer/TPA address where TIN Indicator is 'I'. The address matches one to which mail is undeliverable, such as a vacant lot.
TN20	Fields 3-7, TIN Indicator 'I'	Invalid insurer/TPA address where TIN Indicator is 'I'. The apartment number was not found in the postal database or was not supplied for an address that requires apartment number.
TN21	Fields 3-7, TIN Indicator 'I'	Invalid insurer/TPA address where TIN Indicator is 'I'. The house number or box number was not found on the street.
TN22	Fields 3-7, TIN Indicator 'I'	Invalid insurer/TPA address where TIN Indicator is 'I'. The street name was not found in the ZIP Code.
TN23	Fields 3-7, TIN Indicator 'I'	Invalid insurer/TPA address where TIN Indicator is 'I'. The ZIP Code was not found in the postal database.
TN24	Fields 9 – 14, TIN Indicator 'I'	Invalid insurer/TPA demand address where TIN Indicator is 'I'. The address supplied was insufficient or missing components needed to determine a unique match to the postal database.
TN25	Fields 9 – 14, TIN Indicator 'I'	Invalid insurer/TPA demand address where TIN Indicator is 'I'. The address matches one to which mail is undeliverable, such as a vacant lot.
TN26	Fields 9 – 14, TIN Indicator 'I'	Invalid insurer/TPA demand address where TIN Indicator is 'I'. The apartment number was not found in the postal database or was not supplied for an address that requires apartment number.
TN27	Fields 9 – 14, TIN Indicator 'I'	Invalid insurer/TPA demand address where TIN Indicator is 'I'. The house number or box number was not found on the street.
TN28	Fields 9 – 14, TIN Indicator 'I'	Invalid insurer/TPA demand address where TIN Indicator is 'I'. The street name was not found in the ZIP Code.
TN29	Fields 9 – 14, TIN Indicator 'I'	Invalid insurer/TPA demand address where TIN Indicator is 'I'. The ZIP Code was not found in the postal database.

GHP TIN Reference File Record Errors		
Error Code	GHP TIN Reference File Field	Description
TN18	Fields 3-7, TIN Indicator 'E', 'F', 'S', or 'Z'	Invalid employer address where TIN Indicator equals E, S, F or Z. The address supplied was insufficient or missing components needed to determine a unique match to the postal database.
TN19	Fields 3-7, TIN Indicator 'E', 'F', 'S', or 'Z'	Invalid employer address where TIN Indicator equals E, S, F or Z. The address matches one to which mail is undeliverable, such as a vacant lot.
TN20	Fields 3-7, TIN Indicator 'E', 'F', 'S', or 'Z'	Invalid employer where TIN Indicator equals E, S, F or Z. The apartment number was not found in the postal database or was not supplied for an address that requires apartment number.
TN21	Fields 3-7, TIN Indicator 'E', 'F', 'S', or 'Z'	Invalid employer address where TIN Indicator equals E, S, F or Z. The house number or box number was not found on the street.
TN22	Fields 3-7, TIN Indicator 'E', 'F', 'S', or 'Z'	Invalid employer address where TIN Indicator equals E, S, F or Z. The street name was not found in the ZIP Code.
TN23	Fields 3-7, TIN Indicator 'E', 'F', 'S', or 'Z'	Invalid employer address received on TIN Reference record where TIN Indicator equals E, S, F or Z. The ZIP Code was not found in the postal database.

GHP TIN Reference Response File Header, Detail, and Trailer Record Layouts

Section 111 GHP MSP TIN Reference Response File Header Record – 650 bytes					
Field	Name	Size	Displacement	Data Type	Description
1.	Header Indicator	2	1-2	Alphanumeric	Contains a value of 'H0'
2.	Section 111 RRE ID	9	3-11	Numeric	ID number assigned by COBC.
3.	File Type	4	12-15	Alpha	'TGRP' – TIN Reference Response File.
4.	File Date	8	16-23	Numeric Date	CCYYMMDD
5.	Filler	627	24-650	Alphanumeric	Filled with spaces.

Section 111 GHP MSP TIN Reference Response File Detail Record – 650 bytes

Field	Name	Size	Displacement	Data Type	Description
1.	Submitted TIN	9	1-9	Numeric	Submitted tax identification number of the entity.
2.	Submitted Name	32	10-41	Text	Submitted name of the entity. This field (and others that follow) will contain the submitted Insurer/TPA information if TIN indicator equals I. It will contain Employer information if TIN indicator equals E, S, F or Z.
3.	Submitted Address Line 1	32	42-73	Text	Submitted Address Line 1 as provided on input record.
4.	Submitted Address Line 2	32	74-105	Text	Submitted Address Line 2 as provided on input record.
5.	Submitted City	15	106-120	Text	Submitted City as provided on input record.
6.	Submitted State	2	121-122	Alpha	Submitted State as provided on input record.
7.	Submitted Zip Code	9	123-131	Alpha-Numeric	Submitted ZIP Code as provided on input record.
8.	Applied Address 1	32	132-163	Text	Address Line 1, after address validation completed, which will be used by Medicare for subsequent processing. Mailing Address Change Flag (Field 40) will equal Y if the applied address in Fields 8 – 12 is different from the submitted address (Fields 3-7) and N if it is the same as the submitted address. Will contain spaces if the TIN record was rejected. The field will also contain spaces if the submitted State code contained 'FC' indicating the address is foreign.
9.	Applied Address 2	32	164-195	Text	Address Line 2 after address validation completed. See description for Field 8.
10.	Applied City	13	196-208	Text	City after address validation completed. See description for Field 8.
11.	Applied State	2	209-210	Alpha	State after address validation completed. See description for

Section 111 GHP MSP TIN Reference Response File Detail Record – 650 bytes

Field	Name	Size	Displacement	Data Type	Description
					Field 8.
12.	Applied Zip Code	9	211-219	Alphanumeric	Zip Code after address validation completed. See description for Field 8.
13	Submitted TIN Indicator	1	220-220	Alpha	Submitted TIN Indicator as provided on the input record.
14.	Submitted Insurer/TPA Demand Mailing Name	32	221-252	Text	Insurer/TPA Demand Mailing Name as provided on the input record.
15.	Submitted Insurer/TPA Demand Address Line 1	32	253-284	Text	Insurer/TPA Demand Address Line 1 as provided on input record.
16.	Submitted Insurer/TPA Demand Address Line 2	32	285-316	Text	Insurer/TPA Demand Address Line 2 as provided on input record.
17.	Submitted Insurer/TPA Demand Mailing City	15	317-331	Text	Insurer/TPA Demand Mailing City as provided on input record.
18.	Submitted Insurer/TPA Demand Mailing State	2	332-333	Alpha	Insurer/TPA Demand Mailing State as provided on input record.
19.	Submitted Insurer/TPA Demand Mailing Zip	9	334-342	Alpha-Numeric	Insurer/TPA Demand Mailing Zip as provided on input record.
20.	Applied Insurer/TPA Demand Address Line 1	32	343-374	Text	Insurer/TPA Demand Address Line 1, after address validation completed, which will be used by Medicare for subsequent processing. Demand Address Change Flag (Field 41) will equal Y if the applied address in Fields 20 – 24 is different from the submitted address (Fields 15 – 19) and N if it is the same as the submitted address. Will contain spaces if the TIN record was rejected.

Section 111 GHP MSP TIN Reference Response File Detail Record – 650 bytes

Field	Name	Size	Displacement	Data Type	Description
21.	Applied Insurer/TPA Demand Address Line 2	32	375-406	Text	Insurer/TPA Demand Address Line 2 after address validation completed. See description for Field 20.
22.	Applied Insurer/TPA Demand Mailing City	13	407-419	Text	Insurer/TPA Demand Mailing City after address validation completed. See description for Field 20.
23.	Applied Insurer/TPA Demand Mailing State	2	420-421	Alpha	Insurer/TPA Demand Mailing State after address validation completed. See description for Field 20.
24.	Applied Insurer/TPA Demand Mailing Zip	9	422-430	Alphanumeric	Insurer/TPA Demand Mailing Zip after address validation completed. See description for Field 20.
25.	Submitted Foreign Employer Address Line 1	32	431-462	Text	Foreign Employer Address Line 1 as provided on input record.
26.	Submitted Foreign Employer Address Line 2	32	463-494	Text	Foreign Employer Address Line 2 as provided on input record.
27.	Submitted Foreign Employer Address Line 3	32	495-526	Text	Foreign Employer Address Line 3 as provided on input record.
28.	Submitted Foreign Employer Address Line 4	32	527-558	Alpha	Foreign Employer Address Line 4 as provided on input record.
29.	TIN Disp Code	2	559-560	Alpha	Code to indicate validation processing results of the submitted TIN Reference File Detail Record: ‘01’ – TIN Record accepted ‘TN’ – TIN Record rejected
30.	TIN Error Code 1	4	561-564	Alphanumeric	Code indicating an error was found on the input record. Refer to the TN Error Code Table for values.

Section 111 GHP MSP TIN Reference Response File Detail Record – 650 bytes

Field	Name	Size	Displacement	Data Type	Description
31.	TIN Error Code 2	4	565-568	Alphanumeric	Code indicating an error was found in the on the input record. Refer to the TN Error Code Table for values.
32.	TIN Error Code 3	4	569-572	Alphanumeric	Code indicating an error was found on the input record. Refer to the TN Error Code Table for values.
33.	TIN Error Code 4	4	573-576	Alphanumeric	Code indicating an error was found on the input record. Refer to the TN Error Code Table for values.
34.	TIN Error Code 5	4	577-580	Alphanumeric	Code indicating an error was found on the input record. Refer to the TN Error Code Table for values.
35.	TIN Error Code 6	4	581-584	Alphanumeric	Code indicating an error was found on the input record. Refer to the TN Error Code Table for values.
36.	TIN Error Code 7	4	585-588	Alphanumeric	Code indicating an error was found on the input record. Refer to the TN Error Code Table for values.
37.	TIN Error Code 8	4	589-592	Alphanumeric	Code indicating an error was found on the input record. Refer to the TN Error Code Table for values.
38.	TIN Error Code 9	4	593-596	Alphanumeric	Code indicating an error was found on the input record. Refer to the TN Error Code Table for values.
39.	TIN Error Code 10	4	597-600	Alphanumeric	Code indicating an error was found on the input record. Refer to the TN Error Code Table for values.
40	Mailing Address Change Flag	1	601-601	Alphanumeric	Code indicating whether Submitted Address (Fields 3-7) differs from the Applied Address (Fields 8 -12). Values: Y – address changed N – address did not change Space – record could not be validated

Section 111 GHP MSP TIN Reference Response File Detail Record – 650 bytes

Field	Name	Size	Displacement	Data Type	Description
41.	Demand Address Change Flag	1	602-602	Alphanumeric	Code indicating whether Submitted Insurer/TPA Demand Mailing (Fields 15 – 19) differs from the Applied Insurer/TPA Demand Mailing Address (Fields 20 – 24). Values: Y – address changed N – address did not change Space – record could not be validated.
42.	Filler	48	603-650	Alphanumeric	Filled with spaces.

Section 111 GHP MSP TIN Reference Response File Trailer Record – 650 bytes

Field	Name	Size	Displacement	Data Type	Description
1.	Trailer Indicator	2	1-2	Alphanumeric	Contains a value of 'T0'.
2.	Section 111 RRE ID	9	3-11	Numeric	ID number assigned by COBC.
3.	File Type	4	12-15	Alpha	'TGRP' – TIN Reference Response file.
4.	File Date	8	16-23	Numeric Date	CCYYMMDD
5.	Record Count	9	24-32	Numeric	Number of TIN Reference Response File Detail Records in this file. <i>Does not include the Header and Trailer Records in the Record Count.</i>
6.	Filler	618	33-650	Alphanumeric	Filled with spaces.