# Administrative Services of Kansas (ASK)

## HIPAA Transaction Standard Companion Guide

## Additional Information to Support a Health Care Claim or Encounter (275)

## Based on X12 Transaction Version 006020X314

**January 2026**

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**Preface**

This Companion Guide to the X12N Implementation Guides clarifies and specifies the data content when exchanging electronically with Acme Health Plan. Transmissions based on this companion guide, used in tandem with the X12 Implementation Guides, are compliant with both X12 syntax and those guides. This Companion Guide is intended to convey information that is within the framework of the X12 Implementation Guides. The Companion Guide is not intended to convey information that in any way exceeds the requirements or usages of data expressed in the Implementation Guides.

EDITOR'S NOTE:

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# Table of Contents

1. INTRODUCTION ..... 7
Scope ..... 7
Overview ..... 7
References ..... 7
Additional Information ..... 7
2. GETTING STARTED ..... 8
Working with ASK ..... 8
Trading Partner Registration ..... 8
Certification and Testing Overview ..... 8
3. TESTING WITH THE PAYER ..... 8
Testing Information ..... 8
Testing Guidelines for Batch Transactions ..... 8
4. CONNECTIVITY WITH PAYER/COMMUNICATIONS ..... 9
Process Flows ..... 9
Transmission Administrative Procedures ..... 9
Re-Transmission Procedure ..... 10
Communication protocol specifications ..... 10
Passwords ..... 10
5. CONTACT INFORMATION ..... 10
EDI Customer Service ..... 10
EDI Technical Assistance ..... 10
Provider Service Number ..... 10
Applicable websites/e-mail ..... 10
6. CONTROL SEGMENTS/ENVELOPES ..... 11
ISA-IEA ..... 11
GS-GE ..... 11
7. PAYER SPECIFIC BUSINESS RULES AND LIMITATIONS ..... 11
8. ACKNOWLEDGMENTS AND/OR REPORTS ..... 12
Report Inventory ..... 12
9. TRADING PARTNER AGREEMENTS ..... 12
Trading Partners ..... 12

10. TRANSACTION SPECIFIC INFORMATION ..... 13
11. APPENDICES ..... 13
    1. Implementation Checklist ..... 13
    2. Business Scenarios ..... 14
    3. Transmission Examples ..... 15
    4. Frequently Asked Questions ..... 16
    5. Change Summary ..... 17

# 1. INTRODUCTION

This document is published to provide information to trading partners to assist in implementation of the related transaction with Administrative Services of Kansas (ASK). This companion guide clarifies, supplements, and provides further definition for data content of the transaction in addition to or over and above the information included in the implementation guide.

## Scope

The transaction instruction component of this companion guide must be used in conjunction with an associated X12 implementation guide. The instructions in this companion guide are not intended to be stand-alone requirements. This companion guide conforms to all the requirements of an associated X12 implementation guide and is in conformance with X12's fair use and copyright statements.

## Overview

This Companion Guide is intended to supplement the 275 X12 implementation guide and any additional errata when exchanging electronically with ASK. Transmissions based on this companion guide when used in tandem with the X12 implementation guide are compliant with X12 syntax and those guides. This Companion Guide is intended to convey information that is within the framework of the X12 companion guide adopted for use under HIPAA. The Companion Guide is not intended to convey information that in any way exceeds the requirements or usages of data expressed in the implementation guide.

## References

- ASK-EDI.com
- X12 Implementation Guides: Glass | X12 (subscription required)
- X12 External Code Lists: External Code Lists | X12
- LOINC Codes: Home – LOINC
- ASK Manuals/User Docs: Manuals/User Docs
- ASK Getting Started: Getting Started
- Holiday Schedule
- Scheduled system maintenance is Sunday 4:00 am – 10:00 am (Central Time)
    - Note: Exceptions to this schedule will be communicated via News | ASK-EDI as well as an email to applicable mailing lists

## Additional Information

### Assumptions regarding the reader

- ASK assumes the reader has access to the 275 X12 implementation guide
- ASK assumes the reader has obtained a trading partner number

- ASK assumes the reader has an agreement with the provider to transmit transactions on their behalf

### Advantages/benefits of EDI

- Reduce Costs
- Increase Administrative Efficiency
- Improve Accuracy
- Increase Speed
- Enjoy Automation

# 2. GETTING STARTED

## Working with ASK

Visit Getting Started for information on working with ASK

## Trading Partner Registration

To register as a trading partner please complete a New Trading Partner Enrollment Form

- If you're already a registered trading partner, you don't need to take any extra steps to submit X12 275 transactions for BCBSKS commercial business. However, this does **not** apply to Medicare Advantage or PC-Ace users.

## Certification and Testing Overview

Visit our resource center at Resource Center for information on testing with ASK

# 3. TESTING WITH THE PAYER

## Testing Information

- Resource Center

## Testing Guidelines for Batch Transactions

### Helpful Information for Providers/Vendors testing X12 formats:

- It is suggested a minimum of 25, but no more than 50 claims/requests be submitted for each line of business you wish to test
- Test files are submitted via SFTP – reference the Quick Start Guide provided upon enrollment
- The **ISA15** should equal **T**

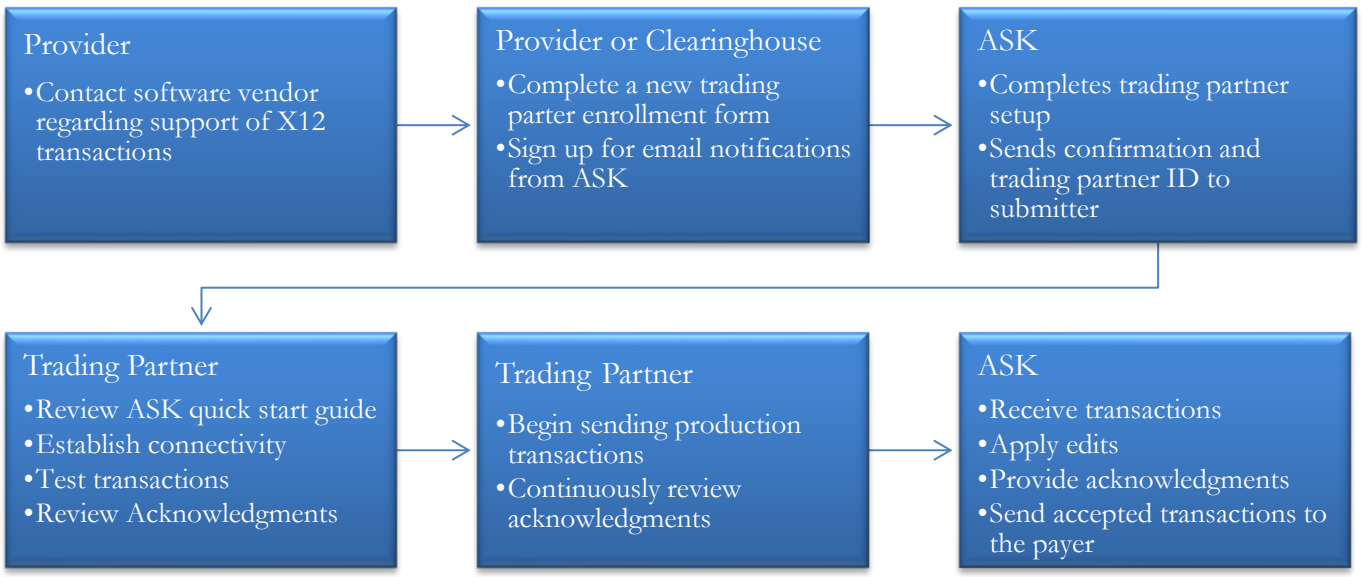
- The trading partner is responsible for downloading and reviewing acknowledgments, which are available within 1 hour after transmission. Please refer to the Acknowledgments Manual for further information
- Contact the EDI Help Desk with any questions regarding testing or acknowledgments, 1-800-472-6481, opt. 1
- The trading partner may request production status once a test file passes with 10% or fewer errors

**Helpful information for Vendors:**

- It is important that software vendors and providers review the Companion Guides before sending test files
- If you wish to test as a vendor, it will work best if you are able to test with an active NPI
- Implementation guides are maintained by X12 and can be obtained with a subscription at Glass | X12

# 4. CONNECTIVITY WITH PAYER/COMMUNICATIONS

## Process Flows




## Transmission Administrative Procedures

Details on transmission procedures can be found in the Quick Start Guide that is shared once a trading partner agreement is received.

- Batch SFTP – reference the Quick Start Guide
  - If you have an SSH key available, please send with your first file.

### Re-Transmission Procedure

Follow the transmission procedures above

### Communication protocol specifications

Communication protocols can be found in the Quick Start Guide.

### Passwords

Password requirements can be found in the Quick Start Guide.

## 5. CONTACT INFORMATION

### EDI Customer Service

Email: askedi@ask-edi.com
Phone: 1-800-472-6481 option 1

### EDI Technical Assistance

Email: askedi@ask-edi.com
Phone: 1-800-472-6481 option 1

### Provider Service Number

https://www.bcbsks.com/contact-us

### Applicable websites/e-mail

EDI Help Desk: askedi@ask-edi.com

ASK website: www.ask-edi.com

# 6. CONTROL SEGMENTS/ENVELOPES

Control segments and envelopes must be created following the X12 implementation guide and applicable ERRATA. The tables below outline expected qualifiers.

## ISA-IEA

| Page # | Reference | Name | Codes | Notes/Comments |
|---|---|---|---|---|
| C.3 | ISA | Interchange Control Header | | |
| C.4 | ISA05 | Interchange ID Qualifier | ZZ | |
| C.4 | ISA06 | Interchange Sender ID | | Trading partner number assigned by ASK |
| C.5 | ISA07 | Interchange ID Qualifier | ZZ | |
| C.5 | ISA08 | Interchange Receiver ID | ASK | |
| C.5 | ISA13 | Interchange Control Number | | Must be unique for each interchange |
| C.6 | ISA15 | Interchange Usage Indicator | P | Always send ISA15 = T if testing<br>Files received with P in the ISA15 cannot be stopped from processing |

## GS-GE

| Page # | Reference | Name | Codes | Notes/Comments |
|---|---|---|---|---|
| C.7 | GS | Functional Group Header | | |
| C7 | GS02 | Application Sender's Code | | Trading partner number assigned by ASK |
| C7 | GS03 | Application Receiver's Code | BCBSKS | Blue Cross and Blue Shield of Kansas |

# 7. PAYER SPECIFIC BUSINESS RULES AND LIMITATIONS

1. ASK accepts basic and extended code sets
2. Transmissions submitted without a valid Trading Partner number will be rejected
3. Data that is not valid based on the implementation guide will cause files to be rejected
4. Filenames must not contain any of the following: $ & + , / : ; = ? @
5. For Internet File Transmissions: Filenames must contain only alphabetical, numeric, hyphen, or underscore characters. Hyphen an underscore are not acceptable as the first or last character
6. A unique filename for each transmission is encouraged i.e., 123KS837P.CCYYMMDD*.*
7. ASK will attempt to provide 60 days' advance notice regarding edit changes or additions, notice will be posted to News | ASK-EDI
8. Duplicate checking for 275 transmissions will look for a unique value in the ISA13 and BDS02 to determine if it is a duplicate of one previously submitted
9. Corrected transmissions being resubmitted must include a new unique value in ISA13 and BDS02 prevent rejecting duplicate

10. Transmissions determined to be duplicate will reject on a 999 acknowledgment
11. ASK does not support attachments in a .zip format
12. A 275 transaction that cannot be matched to an accompanying 837 claim received within 48 hours will be considered an orphan and will be disregarded
13. Unsolicited claim attachments will be accepted for commercial BCBSKS business only, this is not applicable to Medicare Advantage or PC-Ace users

# 8. ACKNOWLEDGMENTS AND/OR REPORTS

ASK will return the TA1, 999 and 824 as appropriate in response to 275 transactions. Trading partners are responsible for downloading and reviewing acknowledgments, which are available within 1 hour after transmission. Reference: Acknowledgments Manual

## Report Inventory

| Report | Purpose |
|---|---|
| **TA1** – Transaction Acknowledgment | Informs the submitter the transaction was received and provides results of the syntactical analysis of the transaction envelope. |
| **999** – Implementation Acknowledgment | Used to report syntactical errors based on the implementation guide or to report a functional group that complies with the implementation guide. |
| **824** – Application Reporting for Insurance | Used to report errors that are not reported in the 999. |

| Report | File Naming Format |
|---|---|
| **TA1** | TA1_input filename_date-time<br>Example: TA1_abc275_123456789.dat_20221122-105601017 |
| **999** | 999_input filename_date-time<br>Example: 999_abc275_123456789.dat_20221122-090725018 |
| **824** | 824_input filename_internal file ID_date-time<br>Example: 824_abc275_123456789.dat_987654321_20221122-110725018 |

# 9. TRADING PARTNER AGREEMENTS

## Trading Partners

A Trading Partner is defined as any ASK (provider, billing service, software vendor, employer group, financial institution, etc.) that transmits to, or receives electronic data from ASK.

EDI Trading Partner Agreements accompany the standard implementation guide to ensure the integrity of the electronic transaction process. The Trading Partner Agreement is related to the electronic exchange of information, whether the agreement is an entity or a part of a larger agreement, between each party to the agreement. New Trading Partner Enrollment Form

- If you're already a registered trading partner, you don't need to take any extra steps to submit X12 275 transactions for BCBSKS commercial business. However, this does **not** apply to Medicare Advantage or PC-Ace users.

# 10. TRANSACTION SPECIFIC INFORMATION

This table contains one or more rows for each segment needing supplemental instruction.

| Legend |
|---|
| Shaded rows represent segments in the X12 implementation guide |
| Non-shaded rows represent 'data elements' in the X12 implementation guide |

| Page # | Loop ID | Reference | Name | Codes | Length | Notes/Comments |
|---|---|---|---|---|---|---|
| 33 | | BGN | Beginning Segment | | | |
| 33 | | BGN01 | Transaction Set Purpose Code | 02 | | Only unsolicited attachments will be accepted |
| 35 | 1000A | NM1 | Payer Name | | | |
| 36 | 1000A | NM109 | Payer Identifier | 47163 | | BCBSKS |
| 40 | 1000B | NM1 | Submitter Information | | | |
| 41 | 1000B | NM109 | Submitter Identifier | | | Trading partner number assigned by ASK |
| 95 | 2110B | BDS | Binary Data Segment | | | |
| 96 | 2110B | BDS03 | Binary Data | | | Must not exceed 64 megabytes |

# 11. APPENDICES

## 1. Implementation Checklist

- Contact your software vendor regarding the support of these X12 transactions
- Complete a New Trading Partner Enrollment Form to obtain a trading partner ID and credentials
    - If you're already a registered trading partner, you don't need to take any extra steps to submit X12 275 transactions for BCBSKS commercial business. However, this does **not** apply to Medicare Advantage or PC-Ace users.
- Sign up for email notifications: Email List/Sign Up
- Review the Quick Start Guide sent after a trading partner agreement is received and establish connectivity.
- Test transactions
- Review the acknowledgments returned as referenced in the Acknowledgments Manual
- Once testing is successful, begin sending production transactions

## 2. Business Scenarios

### Unsolicited Attachment

An unsolicited attachment is when the trading partner transmits a 275 attachment in conjunction with the 837 claim submission.

The PWK segment in the 837 must be present to specify the attachment is being sent in support of the claim. Please refer to the applicable X12 implementation guide.

The 2000A TRN02 within the 275 should contain the same value that was submitted in the PWK segment of the 837.

### Unable to find matching 837 health care claim upon receipt of 275 claim attachment transaction

When ASK receives a 275 transaction and a matching 837 health care claim is not available ASK will attempt to match the claim attachment to all incoming claims for 48 hours. If a matching claim is received within the 48-hour period, the claim attachment will be successfully matched and routed to BCBSKS for processing.

If a match is not made with in 48 hours the claim attachment will be marked as orphaned and will be disregarded. The attachment must be resubmitted along with the claim once a 275 is flagged as orphan.

### Receipt of 275 claim attachment prior to receipt of corresponding 837 health care claim

ASK will hold 275s received and attempt to match them to an 837 for 48 hours. If a successful match is not found within 48 hours the attachment will be marked as orphaned and will be disregarded. The attachment must be resubmitted along with the claim once a 275 is flagged as orphan.

### Linking the 275 to the corresponding claim

Ask will attempt to match the 275 to a corresponding claim using the Billing Provider NPI or Tax ID and the Provider Attachment Control Number.

| Element | 275 | 837 (I, P or D) |
|---|---|---|
| **Billing Provider NPI** | 1000C - NM109 | 2010AA - NM109 |
| or<br>**Billing Provider Tax ID**<br>(If Billing Provider NPI is not present in the 275) | 1000B – NM109 | 21010AA – REF02 when REF01 = EI or SY |
| **Payer Claim Control Number**<br>(BGN01 = 11)<br>or | 2000A - TRN02 | When PWK05 = AC<br>2300 – PWK06<br>or<br>2400 – PWK06 |

| | | |
|---|---|---|
| **Provider Attachment Control Number** (BGN01 = 2) | | |

### Receipt of 275 with an attachment larger than 64 megabytes

Attachments over 64MB won't be accepted by ASK. If a file is too large, it must be split into smaller parts (under 64MB each) and submitted in sequence within the same 275 transaction.

### BDS segment accepted content types

| Format | Extension |
|---|---|
| MSWORD | .DOC |
| MSWORD | .DOCX |
| PDF | .PDF |
| XPS | .XPS |
| Plain Text | .TXT |
| RTF Text | .RTF |
| HTML | .HTML |
| BMP Image | .BMP |
| GIF Image | .GIF |
| JPEG Image | .JPG/.JPEG |
| PNG Image | .PNG |
| DICOM | .DCM/.DICO |
| TIF Image | .TIF/.TIFF |

### Receipt of an attachment in .zip format

Attachments received in a .zip format will not be accepted by ASK

## 3. Transmission Examples

### Example 275 claim attachment

```
ISA*00*          *00*          *ZZ*0000111        *ZZ*ASK            *230105*0932*^*00602*000000987*1*P*+
GS*PI*0000816*BCBSKS*20230105*0932*534*X*006020X314
ST*275*0001*006020X314
BGN*02*012*20230109
NM1*PR*2*XXX*****PI*47163
NM1*41*2*SUBMITTER NAME*****46*0000111
NM1*1P*1*PROVIDER LAST*PROVIDER FIRST****XX*NPI
NX1*1P
N3*1234 ADDRESS
N4*WICHITA*KS*672061234
NM1*QC*1*PATIENT LAST*PATIENT FIRST****MI*IDNUMBER
REF*X1*L     13747B
DTP*472*D8*20221212
LX*1
```

```
TRN*1*123
REF*X9*837PSOLL13747Bx6a-2d37-4326-9a69-e1eb5ddc07g5
SVC*HC+17311*1260
DTP*472*D8*20221212
DTP*368*D8*20230105
CAT*AE*TX
OOI*1*47*ATTACHMENT
BDS*B64*89352*ATTACHMENT IN ACCEPTED FORMAT
SE*21*0001
GE*1*534
IEA*1*000000987
```

### Example TA1 response

```
ISA~00~ ~00~ ~ZZ~ASK ~ZZ~0000111 ~221129~1216~^~00501~000000001~0~P~+
TA1~320882000~221117~1442~R~018
IEA~0~000000001
```

### Example 999 response

```
ISA~00~ ~00~ ~ZZ~BCBSKS ~ZZ~0001234 ~230206~1351~^~00602~000000001~0~P~+
GS~FA~BCBSKS~0001234~20230206~1351~1~X~006020X290
ST~999~0001~006020X290
AK1~PI~5340~006020X314
AK2~275~0001~006020X314
IK5~A
AK9~A~1~1~1
SE~6~0001
GE~1~1
IEA~1~000000001
```

### Example 824 response

```
ISA*00* *00* *ZZ*BCBSKS *ZZ*0001234 *230206*1351*^*00602*000000001*0*P*+
GS*AG*BCBSKS*0001234*20230206*1351136*1*X*006020X257
ST*824*0001*006020X257
BGN*11*824*20230206*1351136**448**WQ
N1*41*XXX*PI*47163
N1*40*SUBMITTER NAME*46*0001234
OTI*IA*IX*123456789012*******275
NM1*QC*1*PATIENT LAST*PATIENT FIRST****MI*IDNUMBER
SE*7*0001
GE*1*1
IEA*1*000000001
```

## 4. Frequently Asked Questions

### What file types are supported by ASK for transmission within the BDS segment?

| Format | Extension |
|---|---|
| MSWORD | .DOC |

| | |
|---|---|
| MSWORD | .DOCX |
| PDF | .PDF |
| XPS | .XPS |
| Plain Text | .TXT |
| RTF Text | .RTF |
| HTML | .HTML |
| BMP Image | .BMP |
| GIF Image | .GIF |
| JPEG Image | .JPG/.JPEG |
| PNG Image | .PNG |
| DICOM | .DCM/.DICO |
| TIF Image | .TIF/.TIFF |

**Note:** ASK will not accept file types with a .ZIP extension

**What is the maximum file size ASK will accept for an attachment**

64 megabytes

## 5. Change Summary

| Section | Description of Change | Date Updated |
|---|---|---|
| All | Initial Publication of Draft Companion Guide | 02/10/2023 |
| Throughout | Removed link to Quick Start Guide and clarified that it would be shared once a trading partner agreement had been received. | 11/30/2023 |
| 11.2 | Updated to clarify attachments larger than 64 megabytes will not be accepted. | 11/30/2023 |
| 4 – Communication protocol specifications | Removed specific password requirements and referenced the Quick Start Guide | 01/23/2024 |
| 10 – Transaction Specific Information | Added 'Must not contain headers' under BDS03 | 02/28/2024 |
| Throughout | Formatting cleanup | 04/11/2025 |
| 2 – Getting Started<br>7 – Payer Specific Business Rules and Limitations<br>8 – Acknowledgments and/or reports<br>9 – Trading Partner Agreements<br>10 – Transaction Specific Information | • 2 - Added note regarding existing trading partner enablement for 275 transactions<br>• 7 - Added valid attachments will be accepted for commercial BCBSKS business only<br>• 8 - Updated file naming conventions<br>• 9 - Added note regarding existing trading partner enablement for 275 transactions<br>• 10 - Removed 'Must not contain headers' under BIN02<br>• 11.1 – Added note regarding existing trading partner enablement | 06/03/2025 |

| | | |
|---|---|---|
| 11.1 - Appendices<br>11.2 – Appendices | • 11.2 - Updated info regarding attachments larger than 64 megabytes | |