Batch Eligibility Query (BEQ)

**FORMAT SPECIFICATIONS
&
INSTRUCTIONS**

**October 11, 2005
Version 1.0**

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1. Introduction

The Batch Eligibility Query (BEQ) is a specific query service within the MBD (Medicare Beneficiary Database) Services that will be provided to the Plans.

The BEQ provides a vehicle for all Plans, regardless of type or size, to submit batches of beneficiaries for timely prescription drug program eligibility determination.

The BEQ will be available to the Plans beginning 11/15/2005.

2. Plan to CMS / Batch Eligibility Query (BEQ) Request File

2a. Batch Eligibility Query (BEQ) Request File / Record Formats
A Plan will submit a BEQ Request File to CMS in the following Format.

Record: Batch Eligibility Query (BEQ) Request Header Record

From: Plan   To: CMS

Data Field	Length	Position	Format	Valid Values	Field Definition
File ID Name	8	1 … 8	X(8)	"MMABEQRH"	Critical Field This field should always be set to the value " MMABEQRH". This code allows recognition of the record as the Header Record of a Batch Eligibility Query Request File. This field allows for the identification of the file as a Batch Eligibility Query (BEQ) Request File.
Sending Entity (CMS)	8	9 … 16	X(8)	Sending Organization (left justified space filled) Acceptable Values: 5-position Contract Identifier + 3 Spaces (3 Spaces are for Future Use)	Critical Field This field provides CMS with the identification of the entity that is sending the BEQ Request File. The value for this field will be provided to CMS and used in connection with CMS electronic routing and mailbox functions. The value in this field should agree with the corresponding value in the Trailer Record. The Sending Entity may be a Part D Organization.
File Creation Date	8	17 … 24	X(8)	YYYYMMDD	Critical Field The date on which the BEQ Request File was created by the Sending Entity. This value should be formulated as YYYYMMDD. For example, January 3 2010 would be the value 20100103. This value should agree with the corresponding value in the Trailer Record. CMS will pass this information back to the Sending Entity on all Transactions (Detail Records) of a BEQ Response File.
File Control Number	9	25 … 33	X(9)	Assigned by Sending Entity	Critical Field The specific Control Number assigned by the Sending Entity to the BEQ Request File. CMS will pass this information back to the Sending Entity on all Transactions (Detail Records) of a BEQ Response File. This value should agree with the corresponding value in the Trailer Record.
FILLER	717	34 … 750	X(717)	Spaces	No meaningful values are supplied in this field. This field will be set to SPACES and should not be referenced for meaningful information nor used to store meaningful information, unless specifically documented otherwise.
Total Length = 750					

Record: Batch Eligibility Query (BEQ) Request Trailer Record

From: Plan   To: CMS

Data Field	Length	Position	Format	Valid Values	Field Definition
File ID Name	8	1 … 8	X(8)	"MMABEQRT"	Critical Field This field should always be set to the value " MMABEQRT ". This code allows recognition of the record as the Trailer Record of a BEQ Request File. This field allows for the identification of the file as a Batch Eligibility Query (BEQ) Request File.
Sending Entity (CMS)	8	9 … 16	X(8)	Sending Organization (left justified space filled) Acceptable Values: 5-position Contract Identifier + 3 Spaces (3 Spaces are for Future Use)	Critical Field This field provides CMS with the identification of the entity that is sending the BEQ Request File. The value for this field will be provided to CMS and used in connection with CMS electronic routing and mailbox functions. The value in this field should agree with the corresponding value in the Header Record. The Sending Entity may be a Part D Organization.
File Creation Date	8	17 … 24	X(8)	YYYYMMDD	Critical Field The date on which the BEQ Request File was created by the Sending Entity. This value should be formulated as YYYYMMDD. For example, January 3 2010 would be the value 20100103. This value should agree with the corresponding value in the Header Record. CMS will pass this information back to the Sending Entity on all Transactions (Detail Records) of a BEQ Response File.
File Control Number	9	25 … 33	X(9)	Assigned by Sending Entity	Critical Field The specific Control Number assigned by the Sending Entity to the BEQ Request File. CMS will pass this information back to the Sending Entity on all Transactions (Detail Records) of a BEQ Response File. This value should agree with the corresponding value in the Header Record.
Record Count	7	34 … 40	9(7)	Numeric value greater than Zero.	Critical Field The total number of Transactions (Detail Records) supplied on the BEQ Request File. This value should be right-justified in the field, with leading zeros. This value should not include non-numeric characters, such as commas, spaces, dashes, decimals.
FILLER	710	41 … 750	X(710)	Spaces	No meaningful values are supplied in this field. This field will be set to SPACES and should not be referenced for meaningful information nor used to store meaningful information, unless specifically documented otherwise.
Total Length = 750					

Record: Batch Eligibility Query (BEQ) Request
Detail Record (Transaction)

From: Plan   *To: CMS*

Data Field	Length	Position	Format	Valid Values	Field Definition
Record Type	5	1 ... 5	X(5)	"DTL01" = Batch Eligibility Query Transaction Note: The value above is DTL-zero-one.	Critical Field This field should be set to the value "**DTL**01," which indicates that this detail record is a Batch Eligibility Query Transaction. This code allows recognition of the detail record to be processed specifically for Batch Eligibility Query Service.
HICN/RRB Number	12	6 ... 17	X(12)	Health Insurance Claim Number or Railroad Retirement Board Number	Critical Field: This is a required field, if the SSN is not provided. This field provides either the Health Insurance Claim Number or the Railroad Retirement Board Number for identification of the individual. The Plan should provide either the HICN or the RRB Number, whichever the Plan has available and active for the individual. The value should be left-justified in the field. The value should not include dashes, decimals, or commas.
SSN	9	18 ... 26	X(9)	Social Security Number. Nine-Byte Numeric.	Critical Field: This is a required field, if the HICN/RRB is not provided. The Social Security Number for the individual. The value should include only numbers. The value should not include dashes, decimals, or commas.
Date of Birth (DOB)	8	27 ... 34	X(8)	YYYYMMDD	Critical Field The date of birth of the individual. The value should be formatted as YYYYMMDD. The value should not include dashes, decimals, or commas. The value should include only numbers.
Gender Code	1	35 ... 35	X(1)	0 (Zero) = Unknown; 1 = Male; 2 = Female	Not Critical Field The gender of the individual. The acceptable values include 0 (Zero) = Unknown, 1 = Male, 2 = Female.
Detail Record Sequence Number	7	36 ... 42	9(7)	Seven-byte number unique within the Batch Eligibility Query Request File	Critical Field A unique number assigned by the Sending Entity to the Transaction (Detail Record). This number should uniquely identify the Transactions (Detail Record) within the Batch Eligibility Query Request File.
FILLER	708	43... 750	X(708)	Spaces	No meaningful values are supplied in this field. This field will be set to SPACES and should not be referenced for meaningful information nor used to store meaningful information, unless specifically documented otherwise.
Total Length = 750					

2b. Batch Eligibility Query (BEQ) Request Instructions

The Sending Entities may submit one BEQ (Batch Eligibility Query) Request File to CMS during any CMS business day (*Monday thru Friday*) via Connect:Direct (NDM) or the Sterling Electronic Mailbox (Gentran). There is not a minimum or maximum limit with respect to the number of BEQ Request Transactions. Each Detail Record of a BEQ Request File will be considered a BEQ "Transaction."

The BEQ Request Files should be formulated to the record formats and field definitions described in Section 2a. Batch Eligibility Query (BEQ) Request File / Record Formats. The BEQ Request Files should be in flat file structure and conform to CMS naming conventions.

The MBD will recognize BEQ Request Files by the information supplied in the Header and Trailer Records. Header Record information is considered critical as it will be used by CMS to track, control, formulate and route files and transactions through the MBD process and communicate responses back to the Sending Entities.

The Transactions (Detail Records) on the BEQ Request File should be formulated to identify a prospective or current Plan enrollee. The Sending Entities should not submit Transactions for individuals who have not requested consideration for enrollment.

The Sending Entities should utilize the following naming standards for a BEQ (Batch Eligibility Query) Request file:

For Sterling Electronic Mailbox (Gentran) users:

(Uncompressed files)
GUID.RACFID.MBD.D.xxxxx.BEQ.y

(Compressed files)
GUID.RACFID.MBD.D.xxxxx.BEQ.y.ZIP

> **GUID**
> The Global User ID assigned to an individual by CMS who is authorized by one or more Plans or Organizations to submit data to CMS on their behalf.
> **RACFID**
> The CMS RACFID assigned to the Sending Entity. If the Sending Entity does not have a RACFID, then this should be set to the word NONE.
> **MBD**
> The word MBD is necessary for destination identification.
> **D**
> Additional application identifier.
> **xxxxx**
> The 5-position Contract Identifier of the Sending Entity.
> BEQ
> Application identifier.

y

If the Sending Entity is testing the BEQ process, then this should be set to T.
If the Sending Entity is in production with the BEQ process, then this should be set to P.

ZIP (Compressed files only)

If the Sending Entity has utilized a ZIP utility to compress their BEQ Notification Request File, then this value is necessary in order for CMS to uncompress the file appropriately.

For further information, please see Sterling Mailbox (Gentran) user guide document and consult your CMS Plan Liaison.

For Connect:Direct (NDM) users:

P#MBD.#BTCH4.XXXXX.IN.RQST.NDM

xxxxx

The 5-position Contract Identifier of the Sending Entity.

The MBD will generate one Batch Eligibility Query (BEQ) Response File for a Sending Entity during a regular business day. This BEQ Response File will include BEQ Request Transactions (Detail Records) processed by the MBD for the Sending Entity during that regular business day. It should be noted that:

- The BEQ Response File received by a Sending Entity may not include all BEQ Request Transactions provided to CMS during that regular business day;
- The BEQ Response File received by a Sending Entity may include BEQ Request Transactions provided to CMS during the previous regular business day; and
- Any BEQ Request Transactions that have not been provided on the BEQ Response file will appear in the subsequent BEQ Response File for the following regular business day.

For example, if a Sending Entity submits one BEQ Request File within one day, it is possible that the Transactions (Detail Records) returned in the BEQ Response File will be for only a portion of the BEQ Request File submitted. In addition, the Transactions (Detail Records) absent from the BEQ Response File may be related to a BEQ Request File submitted by the Sending Entity during the previous CMS business day. The "Detail Record Sequence Number" located in each Transaction (Detail Record) can be used by the Sending Entity to track individual Transactions sent to and received from CMS.

3. CMS to Plans / Batch Eligibility Query (BEQ) Response File

3a. Batch Eligibility Query (BEQ) Response File / Record Formats
CMS will send BEQ (Batch Eligibility Query) Response Files to Sending Entities in the following format. The BEQ Response Files will be flat files created as a result of processing the Transactions (Detail Records) of Accepted BEQ Request Files (See Section 2b. Batch Eligibility Query (BEQ) Request Instructions; Section 3b. Batch Eligibility Query (BEQ) Response Process).

Record: Batch Eligibility Query (BEQ) Response
Header Record

From: CMS   *To: Plans*

Data Field	Length	Position	Format	Valid Values	Field Definition
File ID Name	8	1 … 8	X(8)	"CMSBEQRH"	This field will always be set to the value "CMSBEQRH". This code allows recognition of the record as the Header Record of a BEQ Response File. This field allows for identification of the file as a Batch Eligibility Query (BEQ) Response File.
Sending Entity (MBD)	8	9 … 16	X(8)	"MBD " (MBD + 5 Spaces)	This field will always be set to the value "MBD ". The value specifically is MBD + 5 following Spaces. This value will agree with the corresponding value in the Trailer Record.
File Creation Date	8	17 … 24	X(8)	YYYYMMDD	The date on which the BEQ Response File was created by CMS. This value will be formulated as YYYYMMDD. For example, January 3 2010 would be the value 20100103. This value will agree with the corresponding value in the Trailer Record.
File Control Number	9	25 … 33	X(9)	Assigned by Sending Entity (MBD)	The specific Control Number assigned by the MBD to the BEQ Response File. CMS will utilize this value to track the BEQ Response File through CMS processing and archive. This value will agree with the corresponding value in the Trailer Record.
FILLER	717	34 … 750	X(717)	Spaces	No meaningful values are supplied in this field. This field will be set to SPACES and should not be referenced for meaningful information nor used to store meaningful information, unless specifically documented otherwise.
Total Length = 750					

Record: Batch Eligibility Query (BEQ) Response
Trailer Record

From: CMS   *To: Plans*

Data Field	Length	Position	Format	Valid Values	Field Definition
File ID Name	8	1 … 8	X(8)	"**CMSBEQRT**"	This field will always be set to the value "**CMSBEQRT**". This code allows recognition of the record as the Trailer Record of a Batch Eligibility Query (BEQ) Response File. This field allows for the identification of the file as a BEQ Response File.
Sending Entity (MBD)	8	9 … 16	X(8)	"MBD " (MBD + 5 Spaces)	This field will always be set to the value "MBD ". The value specifically is MBD + 5 following Spaces. This value will agree with the corresponding value in the Header Record.
File Creation Date	8	17 … 24	X(8)	YYYYMMDD	The date on which the BEQ Response File was created by CMS. This value will be formulated as YYYYMMDD. For example, January 3 2010 would be the value 20100103. This value will agree with the corresponding value in the Header Record.
File Control Number	9	25 … 33	X(9)	Assigned by Sending Entity (MBD)	The specific Control Number assigned by CMS to the BEQ Response File. CMS will utilize this value to track the BEQ Response File through CMS processing and archive. This value will agree with the corresponding value in the Header Record.
Record Count	7	34 … 40	9(7)	Numeric value greater than Zero.	The total number of Transactions (Detail Records) on the BEQ Response File. This value will be right-justified in the field, with leading zeros. This value will not include non-numeric characters, such as commas, spaces, dashes, decimals.
FILLER	710	41 … 750	X(710)	Spaces	No meaningful values are supplied in this field. This field will be set to SPACES and should not be referenced for meaningful information nor used to store meaningful information, unless specifically documented otherwise.
Total Length = 750					

Record: Batch Eligibility Query (BEQ) Response
Detail Record (Transaction)

(This record is produced for all Batch Eligibility Query (BEQ) Response Transactions received)

From: CMS   To: Plan

Data Field	Length	Position	Format	Valid Values	Field Definition
Record Type	3	1 ... 3	X(3)	"DTL"	This field will be set to the value "DTL," which indicates that this is a detail record.
Original Detail Record	42	4 ... 45	X(42)	The first 42 positions of the original Transaction (Detail Record) supplied by the Sending Entity.	This field provides the meaningfully- populated area of the BEQ Request File Transaction (Detail Record). provided by the Sending Entity.
Processed Flag	1	46 ... 46	X(1)	"Y" = The detail record was accepted for processing. "N" = The detail record was not accepted for processing..	A flag that indicates if the Transaction (Detail Record) was accepted for processing. A Transaction will be accepted for processing if all critical fields contain valid values. See also Section 4. Batch Eligibility Query (BEQ) Request File Error Condition Table, 4b. Request Transaction (Detail Record) Error Conditions
Beneficiary Match Flag	1	47 ... 47	X(1)	"Y" = The beneficiary was matched (located) successfully. "N" = The beneficiary was not matched (located) successfully. " " (SPACE) = Insufficient valid data provided for a match to be attempted.	A flag that indicates whether or not the beneficiary in the Transaction (Detail Record) was successfully matched (located) to a beneficiary on the CMS Medicare Beneficiary Database (MBD). See also Section 4. Batch Eligibility Query (BEQ) Request File Error Condition Table, 4b. Request Transaction (Detail Record) Error Conditions
Medicare Part A Entitlement Start Date	8	48 ... 55	X(8)	YYYYMMDD Spaces = Not currently enrolled or Data Not Found	The Entitlement Start Date of the beneficiary's most recent or active Medicare Part A entitlement period.
Medicare Part A Entitlement End Date	8	56 ... 63	X(8)	YYYYMMDD Spaces = Not currently enrolled or Data Not Found.	The Entitlement End Date of the beneficiary's most recent or active Medicare Part A entitlement period.

Data Field	Length	Position	Format	Valid Values	Field Definition
Medicare Part B Entitlement Start Date	8	64 ... 71	X(8)	YYYYMMDD Spaces = Not currently enrolled or Data Not Found.	The Entitlement Start Date of the beneficiary's most recent or active Medicare Part B entitlement period.
Medicare Part B Entitlement End Date	8	72 ... 79	X(8)	YYYYMMDD Spaces = Not currently enrolled or Data Not Found.	The Entitlement End Date of the beneficiary's most recent or active Medicare Part B entitlement period.
Medicaid Indicator	1	80 ...80	X(1)	"0" = The beneficiary has no current or active Medicaid coverage; "1" = The beneficiary has current or active Medicaid coverage.	An indicator of the presence of current Medicaid coverage for the beneficiary. The value for this field is based upon the presence of Medicaid reported for the beneficiary by states in the previous calendar month via the MMA State Files.
Employer Subsidy Start Date (Occurrence 1)	8	81... 88	X(8)	YYYYMMDD Spaces = No Employer Subsidy for this occurrence or Data Not Found.	The Start Date of the First Occurrence (Most Recent or Presently Active) of Employer Subsidy coverage for the beneficiary.
Employer Subsidy End Date (Occurrence 1)	8	89 ... 96	X(8)	YYYYMMDD Spaces = No Employer Subsidy for this occurrence or Data Not Found.	The End Date of the First Occurrence (Most Recent or Presently Active) of Employer Subsidy coverage for the beneficiary.
Employer Subsidy Start Date (Occurrence 2)	8	97 ... 104	X(8)	YYYYMMDD Spaces = No Employer Subsidy for this occurrence or Data Not Found.	The Start Date of the Second Occurrence (Second Most Recent) of Employer Subsidy coverage for the beneficiary.
Employer Subsidy End Date (Occurrence 2)	8	105 ... 112	X(8)	YYYYMMDD Spaces = No Employer Subsidy for this occurrence or Data Not Found.	The End Date of the Second Occurrence (Second Most Recent) of Employer Subsidy coverage for the beneficiary.
Employer Subsidy Start Date (Occurrence 3)	8	113 ... 120	X(8)	YYYYMMDD Spaces = No Employer Subsidy for this occurrence or Data Not Found.	The Start Date of the Third Occurrence (Third Most Recent) of Employer Subsidy coverage for the beneficiary.
Employer Subsidy End Date (Occurrence 3)	8	121 ... 128	X(8)	YYYYMMDD Spaces = No Employer Subsidy for this occurrence or Data Not Found.	The End Date of the Third Occurrence (Third Most Recent) of Employer Subsidy coverage for the beneficiary.

Data Field	Length	Position	Format	Valid Values	Field Definition
Employer Subsidy Start Date (Occurrence 4)	8	129 ...136	X(8)	YYYYMMDD Spaces = No Employer Subsidy for this occurrence or Data Not Found.	The Start Date of the Fourth Occurrence (Fourth Most Recent) of Employer Subsidy coverage for the beneficiary.
Employer Subsidy End Date (Occurrence 4)	8	137 ... 144	X(8)	YYYYMMDD Spaces = No Employer Subsidy for this occurrence or Data Not Found.	The End Date of the Fourth Occurrence (Fourth Most Recent) of Employer Subsidy coverage for the beneficiary.
Employer Subsidy Start Date (Occurrence 5)	8	145 ... 152	X(8)	YYYYMMDD Spaces = No Employer Subsidy for this occurrence or Data Not Found.	The Start Date of the Fifth Occurrence (Fifth Most Recent) of Employer Subsidy coverage for the beneficiary.
Employer Subsidy End Date (Occurrence 5)	8	153 ... 160	X(8)	YYYYMMDD Spaces = No Employer Subsidy for this occurrence or Data Not Found.	The End Date of the Fifth Occurrence (Fifth Most Recent) of Employer Subsidy coverage for the beneficiary.
Employer Subsidy Start Date (Occurrence 6)	8	161 ... 168	X(8)	YYYYMMDD Spaces = No Employer Subsidy for this occurrence or Data Not Found.	The Start Date of the Sixth Occurrence (Sixth Most Recent) of Employer Subsidy coverage for the beneficiary.
Employer Subsidy End Date (Occurrence 6)	8	169 ... 176	X(8)	YYYYMMDD Spaces = No Employer Subsidy for this occurrence or Data Not Found.	The End Date of the Sixth Occurrence (Sixth Most Recent) of Employer Subsidy coverage for the beneficiary.
Employer Subsidy Start Date (Occurrence 7)	8	177 ... 184	X(8)	YYYYMMDD Spaces = No Employer Subsidy for this occurrence or Data Not Found.	The Start Date of the Seventh Occurrence (Seventh Most Recent) of Employer Subsidy coverage for the beneficiary.
Employer Subsidy End Date (Occurrence 7)	8	185 ... 192	X(8)	YYYYMMDD Spaces = No Employer Subsidy for this occurrence or Data Not Found.	The End Date of the Seventh Occurrence (Seventh Most Recent) of Employer Subsidy coverage for the beneficiary.
Employer Subsidy Start Date (Occurrence 8)	8	193 ... 200	X(8)	YYYYMMDD Spaces = No Employer Subsidy for this occurrence or Data Not Found.	The Start Date of the Eighth Occurrence (Eighth Most Recent) of Employer Subsidy coverage for the beneficiary.
Employer Subsidy End Date (Occurrence 8)	8	201 ... 208	X(8)	YYYYMMDD Spaces = No Employer Subsidy for this occurrence or Data Not Found.	The End Date of the Eighth Occurrence (Eighth Most Recent) of Employer Subsidy coverage for the beneficiary.
Employer Subsidy Start	8	209 ... 216	X(8)	YYYYMMDD	The Start Date of the Ninth

Data Field	Length	Position	Format	Valid Values	Field Definition
Date (Occurrence 9)				Spaces = No Employer Subsidy for this occurrence or Data Not Found.	Occurrence (Ninth Most Recent) of Employer Subsidy coverage for the beneficiary.
Employer Subsidy End Date (Occurrence 9)	8	217 ... 224	X(8)	YYYYMMDD Spaces = No Employer Subsidy for this occurrence or Data Not Found.	The End Date of the Ninth Occurrence (Ninth Most Recent) of Employer Subsidy coverage for the beneficiary.
Employer Subsidy Start Date (Occurrence 10)	8	225 ... 232	X(8)	YYYYMMDD Spaces = No Employer Subsidy for this occurrence or Data Not Found.	The Start Date of the Tenth Occurrence (Tenth Most Recent) of Employer Subsidy coverage for the beneficiary.
Employer Subsidy End Date (Occurrence 10)	8	233 ... 240	X(8)	YYYYMMDD Spaces = No Employer Subsidy for this occurrence or Data Not Found.	The End Date of the Tenth Occurrence (Tenth Most Recent) of Employer Subsidy coverage for the beneficiary.
Sending Entity	8	241 ... 248	X(8)	Sending Part D Organization (left justified space filled) Acceptable Values: 5-position Contract Identifier + 3 Spaces (3 Spaces are for Future Use)	The Sending Entity provided on the Header Record of the BEQ Request File in which the Transaction (Detail Record) was found. The Sending Entity may be a Part D Organization.
File Control Number	9	249 ... 257	X(9)	Assigned by Sending Entity	The File Control Number provided by the Sending Entity on the Header record of the BEQ Request File in which the Transaction (Detail Record) was found.
File Creation Date	8	258 ... 265	X(8)	YYYYMMDD	The File Creation Date provided on the Header Record of the BEQ Request File in which the Transaction (Detail Record) was found.
FILLER	485	266 ... 750	X(485)	Spaces	No meaningful values are supplied in this field. This field will be set to SPACES and should not be referenced for meaningful information nor used to store meaningful information, unless specifically documented otherwise.
Total Length = 750					

3b. Batch Eligibility Query (BEQ) Response Process

The MBD will analyze a received Batch Eligibility Query (BEQ) Request File to determine if the BEQ Request file can be Accepted or if it must be Rejected. The Transactions (Detail Records) of an Accepted BEQ File will be processed and a Batch Eligibility Query (BEQ) Response File will be created as a result. If a BEQ Request File is Rejected, then a BEQ Response File will not be generated.

The MBD will determine if a BEQ Request File shall be Accepted or Rejected based upon the Request File Error Conditions as documented in Section 4a. Request File Error Conditions. Upon determining if a BEQ Request File is to be Accepted or Rejected, the MBD will generate an email acknowledgement of receipt conveying the outcome.

- If the Batch Eligibility Query (BEQ) Request File has been Accepted, the email notification shall inform the Sending Entity that the specific BEQ Request File has been Accepted and shall be processed.

- If the Batch Eligibility Query (BEQ) Request File has been Rejected, the email notification shall inform the Sending Entity of the first File Error Condition which had caused the BEQ Request File to be Rejected. A rejected file will not be returned.

This email acknowledgement/notification will be issued to the Sending Entity.

The MBD shall process all Transactions (Detail Records) of an Accepted BEQ Request File. Each Transaction shall be uniquely identified and tracked throughout the MBD processing service by the combination of the Sending Entity Name, File Control Number, File Creation Date, and Detail Record Sequence Number as provided by the Sending Entity on the BEQ Request File. As documented in Section 3a, each Detail Record of the BEQ Response File maintains these four critical fields.

When the MBD processes a Transaction, the MBD first verifies that all critical data is provided and valid on the record (See Section 2a. Batch Eligibility Query (BEQ) Request File / Record Formats). The MBD then attempts to perform a Beneficiary Match, in which the beneficiary identifying fields on the Transaction are utilized to locate a single beneficiary on the MBD and verify Medicare entitlement.

- If all Critical data elements are not provided, subsequent MBD processing will be terminated for that transaction including any attempt to locate (perform match) the Beneficiary on the MBD (i.e. verify Medicare entitlement). The Processed Flag in the BEQ Response Detail Record will be set to "N" and the Beneficiary Match Flag will have a space. All Error Return Codes will be assigned the appropriate values (see Section 4b. Request Transaction (Detail Record) Error Conditions).

- If all Critical data elements are provided, the MBD will then attempt to perform a Beneficiary Match, in which the beneficiary identifying fields on the Transaction are utilized to locate a single beneficiary on the MBD and verify Medicare entitlement.

● If a Beneficiary match is found, the Beneficiary Match Flag in the BEQ Response (Detail) Record will be set to "Y". All Error Return Codes will be assigned the appropriate values (see Section 4b. Request Transaction (Detail Record) Error Conditions). The Processing Flag will be set to the value "Y."

● If the beneficiary is not matched, the Beneficiary Match Flag will be set to "N." All Error Return Codes will be assigned the appropriate values (see Section 4b. Request Transaction (Detail Record) Error Conditions). The Processing Flag will be set to the value "N."

If the MBD *successfully locates* the beneficiary on the database tables, then the MBD will perform the following steps.

- Create a Detail Record to be returned to the Sending Entity in a Batch Eligibility Query (BEQ) Response File as specified in Section 3a. Batch Eligibility Query (BEQ) Response File / Record Formats;
- Assign values to the Match Flag fields as defined in Section 3a and Section 4b; and
- Populate the additional Eligibility Query fields of the Response File Detail Record with MBD data for the beneficiary.

If the MBD is *unsuccessful in locating* the beneficiary on the database tables or the Batch Eligibility Query (BEQ) Request File Transaction contains one or more critical errors (e.g. a critical field is invalid), then the MBD will perform the following steps.

- Create a Detail Record to be returned to the Sending Entity in a Batch Eligibility Query (BEQ) Response File as specified in Section 3a. Batch Eligibility Query (BEQ) Response File / Record Formats;
- Assign values to the Match Flag fields as defined in Section 3a and Section 4b; and
- Not Populate the additional Eligibility Query fields of the Response File Detail Record with MBD data for the beneficiary.

The BEQ Response File will conform to the following file naming conventions.

For Sterling Electronic Mailbox (Gentran) users:

P#MBD.#BQN4.XXXXX.OUT.RESPONSE.pn

xxxxx
> The 5-position Contract Identifier of the Sending Entity on the incoming BEQ Request File.

> The value **pn** is a Processing Number of varying length assigned to the file by Sterling Mailbox (Gentran).

For Connect:Direct (NDM) users:

***ZZZZZZZZ*.#BQN4.XXXXX.OUT.RESPONSE**

zzzzzzzz
> High level qualifier that can be up to 8 characters

xxxxx
> The 5-position Contract Identifier of the Sending Entity.

.
The Batch Eligibility Query (BEQ) Response File will be issued to the Sending Entity in the same transmission mechanism that the Sending Entity had utilized to deliver the BEQ Request File to CMS. This mechanism is either through the Sterling Mailbox (Gentran) or through NDM (Connect Direct).

4. Batch Eligibility Query (BEQ) Response File Error Condition Table

4a. Request File Error Conditions

The following table contains File Level Error information. File Level Errors represent
conditions in which a Batch Eligibility Query (BEQ) Request File is Rejected and not processed.

SOURCE OF ERROR	ERROR MESSAGE	ERROR CONDITION
Header Record	The Header Record is missing.	● The Header Record is not provided on the file. ● The Header Record cannot be read. ● More than one Header Record is provided on the file.
	The Header Record is Invalid.	● The Header Record is incorrectly formatted. ● The Header Record contains invalid values. ● The Header Record contains Critical Fields which are not provided.
Trailer Record	The Trailer Record is missing.	● The Trailer Record is not provided on the file. ● The Trailer Record cannot be read. ● More than one Trailer Record is provided on the file.
	The Trailer Record is Invalid.	● The Trailer Record is incorrectly formatted. ● The Trailer Record contains invalid values. ● The Trailer Record contains Critical Fields which are not populated. ● The Record Count in the Trailer Record is more than 2 different from the actual number of Detail Records (Transactions) in the file.
File Content	The File has no Transactions.	● There are no Transactions (Detail Records) found in the file.

4b. Request Transaction (Detail Record) Error Conditions

The following Flag fields are provided in the Response File Detail Record. Flag fields represent the successful or unsuccessful result of processing data within a Transaction (Detail Record) of the input file.

FLAG	FLAG CODE	FLAG CODE RESULT	FLAG RESULT CONDITION
Processed Flag	Y	The Transaction was accepted for processing.	All critical fields on the Transaction were populated with valid values.
	N	The Transaction was not accepted for processing.	At least one critical field on the Transaction was populated with a value other than the prescribed valid values.
Beneficiary Match Flag	Y	The beneficiary on the Transaction was successfully located in the Medicare Beneficiary Database (MBD).	● The beneficiary was successfully located by the combination of the Health Insurance Claim Number (HICN) (or Railroad Retirement Board Number RRB), the Social Security Number, the Date of Birth and gender,
	N	The beneficiary on the Transaction was not successfully located in the Medicare Beneficiary Database (MBD).	● The beneficiary was not successfully located by the combination of the Health Insurance Claim Number (HICN) (or Railroad Retirement Board Number RRB), the Social Security Number, the Date of Birth and gender.
	SPACE	No attempt made to locate the beneficiary on the Medicare Beneficiary Database (MBD).	● Insufficient valid data was provided on the Transaction in order to support the beneficiary match algorithm.