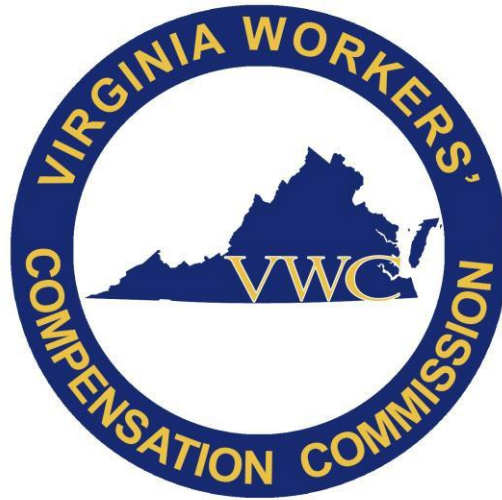# COMMONWEALTH OF VIRGINIA WORKERS' COMPENSATION COMMISSION

ELECTRONIC DATA INTERCHANGE
(EDI)
IMPLEMENTATION GUIDE

FOR RELEASE 3.1

REVISION DATE: September 3, 2024

PREFACE

The Virginia Workers' Compensation Commission (VWC) is pleased to announce that electronic reporting of First Reports of Injury (FROI) and Subsequent Reports of Injury (SROI) will be done via Electronic Data Interchange (EDI) transactions using the Claims 3.1 reporting standards adopted by the International Association of Industrial Accident Boards and Commissions (IAIABC). This solution provides a means for the State of Virginia to manage its Workers' Compensation Act required reporting efficiently and accurately.

Under the Workers' Compensation Act, employers are required to file accident reports with the Commission. The Act spells out certain data that must be included but authorizes the Commission to collect additional information that it deems necessary. The Act also charges the Commission with oversight of compensation payments made under the Act, as well as adjudicating disputes with respect to compensation and other benefits.

In 2006 the Commission began an effort to examine its processes, as well as those of its customers, and design a solution to leverage available best practices and technologies to improve its customer-service mission. A key decision from this analysis involved implementing the IAIABC EDI Release 3.0 Standard which was mandated in 2009. The Commission has a strong commitment to the IAIABC and believes that its interests are well aligned with those across the industry, both commercial and jurisdictional, as represented within the IAIABC. The Commission is committed to focusing its EDI collection efforts on data that adds value to its mission and is aligned with its trading partners' core work processes. The Commission firmly believes that the IAIABC Claims Reporting Standard accomplishes these objectives.

In recent years, the IAIABC implemented a newer version of the EDI program, EDI Claims Release 3.1. The Commission spent a lot of time researching the new standard and determining if there would be benefits to implementing this in Virginia. After careful consideration, the decision was made to mandate the use the EDI Claims Release 3.1 for all insurers and all claims, effective January 16, 2025.

This Implementation Guide is designed to assist Insurers, Self-Insurers, and Claim Administrators with reporting first reports of injury and subsequent reports of injury to the Commission. It will also serve as a tool during the EDI set up process for the transition from Release 3.0 to Release 3.1.

If there are any questions about any of the information provided in this guide, please direct all inquiries to: edi.support@workcomp.virginia.gov. Thank you for participating with us in maintaining and improving Virginia's efficient and effective Workers' Compensation system.

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SECTION ONE: FOREWARD

A. IAIABC EDI Claims Release 3.1 Standards and Documentation

1. The VWC has adopted standards developed by the International Association of Industrial Accident Boards and Commissions (IAIABC). The IAIABC is a not-for-profit trade association which neutrally represents the interests of government and the workers' compensation insurance industry.

2. The VWC has designed this EDI Claims Implementation Guide to assist Insurers, Self-Insured Employers and Claims Administrators with the transition from legacy claim reporting to Release 3.1 reporting. It serves as an information resource for trading partners operating in Virginia and provides Virginia-specific requirements. The VWC Guide should be used in conjunction with the most current version of the IAIABC EDI Implementation Guide for Claims Release 3.1. The IAIABC Guide is the authority on the EDI Claims Release 3.1 standard. The IAIABC holds a copyright on the Guide and while members of the IAIABC may obtain it without cost, non-members must purchase a copy. The IAIABC can be reached at (608) 841-2017 or by visiting their website at www.iaiabc.org.

3. In addition to the IAIABC EDI Implementation Guide for Claims Release 3.1, the IAIABC website offers access to several other important EDI coding tables required for implementing the EDI Claims Release 3.1 standard. The coding tables are available for download on the IAIABC website. VWC recommends that Insurers, Self-Insured Employers and Claims Administrators obtain the Guide and coding tables as soon as possible and begin reviewing the materials with internal management and IT staff.

B. The Evolution of the EDI Claims Reporting Standards

1. In the 1970s, various state legislatures began questioning how their workers' compensation systems were working compared to other state systems, and in the 1980s the International Association of Industrial Accident Boards and Commissions (IAIABC) created a Statistics Committee, whose task it was to identify, compare, and standardize injury data across jurisdictional boundaries. As technology boomed in the 1990s, insurers and jurisdictions met in an effort to continue the standardization process in order to develop electronic reporting of injury data. The result was the formulation of the IAIABC Electronic Data Interchange (EDI) Steering Committee, which created technical working groups. These groups focused on defining common data elements used when filing claims and developed a standard format for the electronic transfer of claims data from jurisdiction paper report of injury forms. Participants met under the auspices of the International Association of Industrial Accidents Boards and Commission (IAIABC) to satisfy antitrust requirements.

2. The discussions of this group resulted in the creation of a data element dictionary and a reporting event table that could be used by any state, and which was based on the claims administrator claim handling process with consideration for the jurisdictional-required employer reports filing. This utilized existing and widely used data standards to leverage system enhancements implemented by many claims administrators and state administrators.

3. This process took several years to fine tune into the national standards existing today. VWC implemented EDI Claims Release 3.0 on July 1, 2009. VWC then followed with a mandate that all reports be filed electronically via EDI Claims Release 3.1 beginning January 16, 2025.

4. The standards continue to be reviewed and enhanced by a committee of jurisdictional and insurance industry participants for the benefit of all.

C. Virginia's EDI Partnership

1. The Virginia Workers' Compensation Commission (VWC) announced a Request for Proposal to contract with a Vendor (VWC's Vendor) to facilitate EDI Claims filing for Virginia's workers' compensation insurers and self-insured employers and/or their claims administrators. In the context of EDI, claims administrators, insurers, self-insured employers, and/or their contracted vendors may be trading partners.

2. Verisk's Workers Compensation Solutions division was selected as VWC's Vendor. Verisk will continue to manage the technical aspects of data submittal and be your main contact for implementation, technical requirements, and other questions you may have. You can expect to hear from Verisk directly about EDI Claims 3.1 Reporting.

3. All entities reporting via EDI Claims Release 3.1 must accept a Trading Partner Acknowledgment as part of the Trading Partner Registration process. See Section 4 of this guide for more details.

4. Although the VWC does not endorse a particular vendor, the Trading Partner approval process ensures that only firms with specific EDI Claims Release 3.1 experience are allowed to offer their services to our trading partners. The approved vendors may offer varied services depending on the trading partners' needs. If an insurer, self-insured employer, or claims administrator selects a vendor, that vendor must complete the required testing to be an approved vendor. The approved vendor will be allowed to submit EDI transactions on behalf of the insurer, self-insured employer or claims administrator. To view our posted vendor information please see https://vwcedi.info/vendors.

D. EDI Implementation Dates

1. Trading Partners are required to submit the FROI transaction by the value indicated in the Event Table. Upon acceptance of the FROI, the VWC Vendor will assign a Jurisdiction Claim Number (JCN) to the FROI for tracking and matching purposes. The jurisdiction claim number will then be returned to the trading partner via the electronic acknowledgement.

2. EDI Claims Release 3.1 for FROI and SROI transactions will begin January 16, 2025.

3. All trading partners must complete FROI and SROI testing and be ready for EDI 3.1 production by close of business December 2, 2024. VWC will work with VWC's Vendor to provide initial and ongoing training and guidance to trading partners who need assistance regarding the proper reporting of claim information via EDI. It is imperative that trading partners become familiar with the Virginia EDI Claims Release 3.1 Event Table to know what claim events trigger reporting and the timelines in which a FROI or SROI must be transmitted to the VWC.

4. By law, as noted above, injuries are to be reported to VWC within the number of days indicated in the VWC FROI Event Table. (Please refer to the Event Table) The EDI reporting timelines are referenced in the Event Table and self-insured employers, insurers and claims administrators will need to comply with the established standards.

5. Timely submission of FROIs upon employer reporting the injury to their insurer/claims administrator/reporting vendor is required to avoid the possibility of duplicate claims submissions.

SECTION TWO: EDI IMPLEMENTATION MANAGEMENT

1. EDI Claims is a method to transmit claims management data to meet jurisdictional reporting requirements. Ideally, EDI converts a manual process into an automated or software-assisted process, to allow computer-to-computer communication. The initial implementation tasks are to assess the jurisdiction's requirements, compare those requirements to your company's manual and automated claims handling processes to determine the best business solution for your company.

2. The technical side of EDI has three major components:

   a) The computer-based claim processing system where claim data is stored.
   b) An EDI management system or a component that contains jurisdiction requirements:
      - The required report types
      - The required timeline for each report
      - The jurisdiction's data requirements
      - The required edits
      - The jurisdictions' response to each report
      - The company's ability to resubmit rejected FROI and SROI transactions
   c) A system that manages the exchange of reports (FROI, SROI and Acknowledgments) between two or more parties (trading partners, EDI Service Vendors, jurisdictions, etc.)

3. Due to the differences between the claim handling processes and electronic data systems of different Claims Administrators, each administrator may have varying degrees of capability. Each must assess their own capabilities and make a determination whether they will self-handle the EDI process internally, either by developing the software to meet the Virginia requirements or by utilizing the web portal which VWC's vendor, Verisk, will make available for low volume filers, or by engaging their own EDI Service Vendor. In any event, each administrator must determine the best way to modify its claim handling process in order to meet the three technical EDI components.

4. Although the list below is not all inclusive, it will help guide you to key items to consider when evaluating how your firm can comply with this EDI implementation.

   a) Determine whether your firm already has EDI programming in place with Virginia or other jurisdictions. If so, several of the steps immediately below may already have been completed by your firm.
   b) Completely read this implementation guide and review the tables referenced next to ensure your firm's understanding of Virginia's EDI requirements. Identify the VWC reporting requirements for each data element using the provided MTC Event Table, Edit Matrix Table, Element Requirements Table and FROI SROI Sequencing Table which are incorporated as part of this Guide. These are available on the VWC EDI Claims website: https://vwcedi.info.
   c) Go to www.iaiabc.org to view a copy of the current IAIABC EDI Claims Release 3.1

Implementation Guide.

d) Review the definition of each data element listed in the Virginia's tables. Note any difference between these definitions and those of your organization in order to develop a possiblecrosswalk.

e) Note any required elements in VWC's tables not currently captured by your database in case they need to be added to comply with Virginia's requirements.

f) Assess your firm's current EDI capabilities (hardware and software).

g) Monitor the VWC EDI website's page https://vwcedi.info for updates, requirement change and training sessions when available.

h) To receive important announcements via email, join the VWC EDI Mailing List. Please sign up for the Commission's EDI Distribution List at: https://www.workcomp.virginia.gov/content/edi-quality-assurance-department-edi. If your email address is already indicated on the Trading Partner Registration, you are automatically added.

i) Review the testing schedule posted on the Implementation Information Page https://vwcedi.info/impl-info for the Transition Plan to Release 3 to R3.1. Test Plan to be completed no later than December 2, 2024.

j) You may wish to use industry meetings and other business contacts to identify claims administrators that have participated in the development of the standards (IAIABC members) and/or have successfully implemented EDI in other states. Contact these organizations to discuss how best to approach EDI implementation and to check references of approved vendors.

SECTION THREE: REPORTING PROCESSES AND OPTIONS

1. Virginia's EDI Claims Release 3.1 reporting process includes:

   1) Capturing state required reporting data in the IAIABC EDI Claims Release 3.1 format.
   2) Editing for data content and quality.
   3) Managing communications (report transmissions-sending and receiving).
   4) Managing acknowledgments.

2. Acceptance and acknowledgement of an EDI Claims Release 3.1 transaction does not mean that the data is in compliance with all statutes and reporting requirements (i.e., amounts, timeliness, etc.).

3. VWC has contracted with a single vendor who will be the point source for all EDI transmissions from Trading Partners. Transmissions received from Trading Partners in proper Virginia EDI Claims Release 3.1 format will not incur a transmission cost from VWC's vendor.

4. As noted in Section Two, above, each Trading Partner must evaluate their individual situation and decide whether to either internally program to Virginia EDI Claims Release 3.1 or to retain a third-party to handle their data transmissions. An alternative for low volume filers is available for entry of data via the VWC's vendor's web portal.

SECTION FOUR: EDI TRADING PARTNER PROCESS

1. Please note, your business model may require you to take supplemental steps between those suggested below. In the case of an experienced EDI partner trading with other jurisdictions utilizing EDI Claims Release 3.1, you may find your company has already addressed some of the steps below.

A. Contact the IAIABC to Obtain the EDI Claims Release 3.1 Implementation Guide

1. A clear understanding of the IAIABC definitions and standards is required to be a successful EDI Trading Partner in Virginia. The IAIABC Claims Release 3.1 Implementation Guide augments this VWC EDI Claims Implementation Guide. Visit the IAIABC website at https://www.iaiabc.org/ or call them at (608) 841-2017 to obtain a copy of the current Claims Release 3.1 Implementation Guide and other publications that may assist in implementing Virginia EDI requirements.

2. This Virginia Worker's Compensation Commission EDI Implementation Guide provides Virginia specific information that is used in conjunction with the IAIABC EDI Claims Release 3.1 Implementation Guide.

B. Designate an EDI Point of Contact

1. Regardless of which reporting format your company qualifies for (reporting via an approved vendor, online or direct reporting) your company must designate an EDI point of contact. Your company is responsible to update VWC if and when the contact changes. This contact person must be able to speak on behalf of your organization and be knowledgeable about:

    1. Your source data.
    2. How to retrieve the source data.
    3. Your business process and support system.

2. We recommend that your EDI Point of Contact participate in trainings provided by VWC.

C. Review Virginia's EDI data requirements and claim events that require reporting

Refer to Section Six: Technical Requirements. This detailed section defines the reports required by Virginia and the business events or situations that trigger specific EDI transactions to be filed with VWC.

D. Register with Virginia's Vendor to complete the EDI Trading Partner Acknowledgment Form (if one not previously completed for EDI Claims Release 3.0)

Although EDI Trading Partner Registration and EDI Trading Partner Acknowledgment are arranged through the VWC's Vendor, VWC ultimately grants the final approval for a trading partner to submit FROI and SROI data.

SECTION FIVE: EDI TESTING REQUIREMENTS AND PLANS

During the testing period, and until the EDI trading partner is approved for Release 3.1 production status and the commencement date for mandated filings has arrived, all VWC FROI and SROI filings must continue to be submitted via Release 3.0. The objective of testing is to confirm that all parties are adhering to the requirements documented in the EDI Trading Partner Acknowledgment Form and that the EDI interface is working properly.

SECTION SIX: EDI TECHNICAL REQUIREMENTS

Electronic Data Interchange Rules

Virginia Workers' Compensation Act, Va. Code sections 65.2-201, 65.2-701, and 65.2-900, the Commission's Rules, and the Commission's regulations at 16 VAC 30-91 concerning electronic claims report filing, posted December 24, 2007, in the Virginia Register of Regulations and currently in publication.

Electronic Data Reporting Format

The Virginia Workers' Compensation Commission uses IAIABC Claims Release 3.1 standards for all EDI submissions. The IAIABC Implementation Guide can be found on the IAIABC website. Data format must be in compliance with the standard data format described in the Systems Rules in Section 2 of the Release 3.1 Implementation guide.

Maintenance Type Codes

An MTC (Maintenance Type Code) is a code indicating the transaction to submit to comply with VWC EDI reporting requirements. The following MTC's are required to be submitted by the Commonwealth of Virginia VWC. Refer to the Event Table for report timeliness.

	MTC	Description
FROI	00	Original
	01	Cancel
	02	Change
	04	Denial
	AQ	Acquired
	AU	Acquired/Unallocated
	UR	Update Report
SROI	02	Change
	04	Denial
	AB	Add Concurrent Benefit Type

MTC	Description
AC	Acquisition/ Indemnity Ceased
AP	Acquired/Payment
CA	Change in Benefit Amount
CB	Change in Benefit Type
EP	Employer Paid
ER	Employer Reinstatement
IP	Initial Payment
NT	Narrative
PX	Partial Suspension
PY	Payment Report
RB	Reinstatement of Benefits
SX	Full Suspension
UR	Update Report
QT	Quarterly

VWC Forms Required

The Virginia Workers' Compensation Commission will focus on the electronic submission of FROI's and SROI's. Some conditions require the submission of additional paper forms. These requirements are defined in VWC's Event Table. The VWC Event table can be found at http://vwcedi.info/guide.

Information and Data Reported

Each piece of information for electronic reports is defined as a data element. Please refer to Section 6 of the IAIABC Claims Release 3.1 EDI Implementation Guide for definitions of each data element.

Date of Injury (DN0031):
For Date of Accident, if the employee or other relevant individual providing the data is uncertain about the exact date, use the earliest date about which there is some degree of certainty or the date that you received notice of the accident, whichever is earlier. For example, if only the month of the accident is known, use the first day of the month.

Legacy Claims
A Legacy claim is any medical or indemnity claim previously reported on paper or electronically via R3.0 and for which the Date Claim Administrator Had Knowledge of Injury is prior to January 16, 2025. Some edits will not apply to Legacy Claims.

VWC will utilize the FROI/SROI MTC UR (Update Report) to initially set the claim picture for Release 3.1. A FROI UR and a SROI UR must be filed and accepted prior to filing the next applicable MTC in the Claims 3.1 format per the Event Table.

Longshore Claims:
Longshore claims with a Date of Injury prior to July 1, 2012, must be reported to Virginia via EDI. When reporting these claims, please file an EDI Denial Transaction using Denial Reason Code of 3D for No Jurisdiction and in the narrative field, add a note to indicate this is a Longshore Claim.

Due to a Legislation change, if the Date of Injury is on or after July 1, 2012, those claims do not need to be reported to the Virginia Workers' Compensation Commission unless benefits are being requested under the Virginia Act. If you are denying the benefits sought under the Virginia Act on a claim with a Date of Injury on or after July 1, 2012, an EDI Denial should also be filed.

Match Data:
Match Data elements are used to identify a transaction as a new claim to create, or match to an existing claim for duplicate checking, updating and processing. On a specific claim, a primary "match" data element value may change and prevent a match. When there is no match on one of the primary "match" data elements, secondary "match" data elements are used to match a claim. Refer to the Edit Matrix Match Data table for the application of primary and secondary Match Data elements.

Changes to Match Data elements must be reported on a FROI 02 (Change) transaction before further reporting for the claim will be accepted. All match data elements must be present on a 02 transaction excluding changes being made to a 04 filed because of No Coverage. Match data elements that can be changed on an 02 (Change) transaction are indicated with lower case requirement codes on the FROI Element Requirement Table. For example, if the Employer FEIN (DN0187) is not provided when a claim is denied for lack of coverage, a FROI 02 (Change) transaction must be filed to report the valid Employer FEIN before any other transactions for the claim will be accepted.

When changing from one Employee ID type to another, Employee ID Type Qualifier (DN0270) must be changed as well. For example, if a valid Employee Social Security Number is available after a claim is submitted with an Employee Assigned by Jurisdiction (DN0154), the 02 (Change) transaction should be populated with the new Employee ID Type Qualifier 0f "S" (SSN) as well as the employee's Social Security Number.

VWC EDI Reporting Requirements

The VWC EDI Reporting Requirement Tables are based on the IAIABC Master Tables format. The tables are located at https://vwcedi.info/requirements and are described below.

Event Table
The Event Table is designed to provide information integral for a Trading Partner to understand Virginia's EDI reporting requirements. It relates EDI information to the circumstances under which they are initiated as well as the timeframes for sending the information. These circumstances and timeframes reflect Virginia's specifications relative to reporting requirements based on various criteria.

Element Requirement Table
The Element Requirement Table is designed to communicate VWC's business data element requirements. Each data element requirement is defined for each report (FROI or SROI), down to the level of Maintenance Type Code based on Report Type criteria established on the Event Table.

Edit Matrix
The Edit Matrix describes editing that will be applied by the Virginia to incoming transactions. The Edit Matrix is designed to communicate the edits applied by Virginia to assist the Trading Partner in understanding the edits that will be applied and the data quality expected. The edits applied are based on the IAIABC standards and on VWC's data requirements. They are based on the requirements indicated on the VWC Element Requirement Table. The Edit Matrix contains the tables shown below.

- **DN-Error Message** describes editing that will be applied to each data element.
- **Value Table** identifies code values accepted by Virginia.
- **Valid Value Detail** Page 1 (Page 1 of 2) expresses VWC's acceptable code values presenting the code and the code description.
- **Valid Value Detail** Page 2 (Page 2 of 2) expresses the VWC's acceptable code values presenting the code and the code description.
- **Match Data** describes the data elements that will be used to determine if the report will create a new claim or find an existing claim or transaction in the VWC database.
- **Population Restrictions** contains the VWC's restrictions applied to the data element(s).
- **Legacy Claim Definition** contains VWC's clarification of what JCNs are considered Legacy claims or Non-Legacy claims.
- **Sequencing** illustrates logical transaction sequencing for Virginia. Transaction sequencing refers to the order in which the MTCs must be sent in. For example, an IP will not be accepted by VWC before a 00 original FROI has been accepted.

FROI SROI Sequencing Table
This table provides information on the VWC MTC sequencing. It is intended to convey to the Trading Partner the sequencing rules that clarify how the VWC will apply Edit 063 - Invalid Event Sequence. This information does not supersede or replace the sequencing stipulated in the Edit Matrix. The purpose of the FROI SROI Sequencing Table is to present the MTC sequencing in an easy-to-follow manner.

Requirements for Becoming an EDI Trading Partner

There are two requirements for becoming an EDI Trading Partner:

1. There is no need to re-register for EDI Claims Release 3.1 reporting for Virginia if you are currently registered with Virginia for EDI Claims Release 3.0 reporting. If you have not registered with Virginia previously for EDI Claims Release 3.0, complete the Trading Partner Registration and receive approval from the VWC. To register, go to https://vwcedi.info/register. VWC requires each entity, including those who plan to use a vendor, to complete the Electronic Trading Partner Registration. The Trading Partner Registration provides pertinent information to VWC about the Sender, Receiver, Insurer and Claim Administrators and transmission protocol.

2. Complete Testing Requirements outlined in this section titled Testing Procedures for Trading Partners.

Data Delivery - SFTP (Secure File Transfer Protocol)

Trading Partners and Vendors will connect to the same SFTP (Secure File Transfer Protocol) server used for EDI Claims Release 3.0 hosted by the VWC's Vendor to send FROI and SROI files and receive Acknowledgment files for EDI Claims Release 3.1. To obtain a new SFTP connection, the Trading Partner must first complete the Trading Partner Registration and be approved by VWC. Once approved as a Trading Partner, VWC will provide the appropriate access information if applicable.

Trading Partners may log into the SFTP server using the software or scripting system they have at their disposal and on the platform the Trading Partner is running.

FROI SROI Files: Trading Partners will load their FROI/SROI files into the specified location provided by VWC's Vendor. VWC will pick up the files and delete them from the specified location as they are processed.

Acknowledgment Files: Trading Partners are required to pick up their acknowledgment files from the specified location provided by VWC's Vendor. The Trading Partners are required to delete acknowledgment files from the specified location as soon as they have verified that they have been successfully received. It is important that the Trading Partner delete the file(s) as they will remain in the specified location which may result in multiple downloads of the same files.

Inbound File Names

VWC recommends but does not require that files submitted to VWC's Vendor's SFTP server are named using the following convention to reduce the potential of files being overwritten.

ST_InterchangeVersionID_SenderFEIN_SenderPC_DateTransSent_TimeTransSent_UniqueSeq.edi

- ST: State Code =VA
- Interchange Version ID:
  - FROI Files: 14831
  - SROI Files: A4931
- Sender FEIN and Sender PC (Postal Code) will be that of the Trading Partner per the Header Record
- DateTransSent (YYYYMMDD) and TimeTransSent (HHMMSS) is date and time per the Header Record

- Optionally, Unique Seq (Sequence): The Unique Seq (Sequence) Number For example: Starting with the FROI then SROI; first FROI 0001, then SROI 0002, and if additional files on a given day, then FROI 0003, then SROI 0004

Reporting Timelines

Please refer to the VWC Processing Schedule at https://vwcedi.info/impl-info.

Acknowledgment Reports

There are two types of Acknowledgments that are sent back to trading partners when First Reports of Injury or Subsequent Reports of Injury batches are processed. One is a batch level AKC and the other is the transaction level AKC.

The first type of AKC record occurs at the batch level only if the batch rejects. One AKC transaction will be sent with the HD level rejection. When a batch rejects, all of its content rejects.

The second type of AKC record occurs when a batch is not rejected. The transactions within the batch are processed and detailed level (transaction level) data is provided indicating whether the transaction has been accepted (TA) or rejected (TR). If the transaction represents the first filing (FROI 00) and is accepted, VWC will return the Jurisdiction Claim Number (JCN) DN0005 on the AKC. The JCN should be captured and recorded for later use for subsequent filings. If a transaction is rejected, detailed error information is provided on the acknowledgment. It is the Trading Partner's responsibility to use this error information for consideration when determining next steps which may include correcting and resending the transaction. It is important to note that rejections (TR) for duplicate batch/transaction should not be resent.

VWC Acknowledgment files naming convention: ST_YYYYMMDD_HHMMSS_AK.txt
- o ST State Code = VA
- o YYYYMMDD: Current Date
- o HHMMSS: Unique Time Stamp
- o AK: Indicates Acknowledgment file
- o Extension:
  - ▪ Txt: indicates Trading Partner originally sent a FROI/SROI Flat File
  - ▪ XML: indicates Trading Partner originally sent a FROI/SROI XML File

Example Acknowledgement Test Flat File: VA_20161229_131202_AK.txt

Example Acknowledgement Test XML: VA_20161229_131202_AK.xml

Example Acknowledgement Prod Flat File: VA_20161229_131202_AK.txt

Example Acknowledgement Prod XML: VA_20161229_131202_AK.xml

Testing Procedures for Trading Partners

VWC EDI Trading Partners submitting data are required to complete the Test Plan.

Exceptions: No testing is required for VWC Web Entry filers. In some cases, if a Trading Partner is using a Vendor, the Vendor will coordinate and/or perform the testing on behalf of the Trading Partner.

The VWC Test Plan can be found at https://vwcedi.info/, under Implementation Info. This Test Plan provides information for the expected results to be approved for production reporting. Please contact the VWC EDI Support Team at edi.support@workcomp.virginia.gov prior to sending any Test transaction(s), if you have any questions about the test and/or to confirm your testing readiness.

Links to EDI Claims 3.1 Related Information

Virginia Workers' Compensation Commission (VWC) EDI Quality Assurance Department page: https://www.workcomp.virginia.gov/content/edi-quality-assurance-department-edi

Virginia Workers' Compensation Commission (VWC) EDI web page: https://vwcedi.info

General EDI support questions should be sent to: edi.support@workcomp.virginia.gov

International Association of Industrial Accident Boards and Commissions (IAIABC): https://www.iaiabc.org/

SECTION SEVEN: IMPORTANT TERMINOLOGY AND ACRONYMS

AKC   Release 3.1 Acknowledgment Report

CA   Claim Administrator

DN   Data Element Number

EDI   Electronic Data Interchange

FEIN   Federal Employer Identification Number

FROI   First Report of Injury

SROI   Subsequent Report of Injury

FTP   File Transfer Protocol

IAIABC   International Association of Industrial Accident Boards and Commissions

JCN   Jurisdiction Claim Number

MTC   Maintenance Type Code

TA   Transaction Accepted

TR   Transaction Rejected

VWC   Virginia Workers' Compensation Commission