Ohio Electric

Implementation Guideline

For

Electronic **D**ata **I**nterchange

TRANSACTION SET

248

Write-off

Ver/Rel 004010

Summary of Changes

Version 1.0.0 December 31, 2000 Version 1.5.0 May 1, 2001

Version 2.0.0 December 31, 2001 Version 2.1.0 June 30, 2002

Version 2.2.0 October 1, 2005

Version 2.3.0 March 9, 2010

Version 2.4.0 February 14, 2012

Version 2.5.0 February 15, 2013 Initial Release

- Remove the Summary pages (usually pages 2 and 3) from the implementation guides. These pages are automatically created by Foresight, but the last round of changes to the documents was done in Word and has not been updated in Foresight per Change Control 22.
- No Changes
- Replaced all "*" with "~" in all examples.
- Added word "Cancel" to gray box where BHT02 = 01 and the word "Original" to gray box where BHT02 = 22
- Added a comma to the gray box in the NOTES section of the REF~12
- Changed wording in the gray box in the NOTES section of the REF~45
- Added gray box to the REF02 of the REF~XO
- Added clarification to the gray box of the BAL03
- Changed the title of the DTP~534 page to Reinstatement Date
- Added note to N1~8R segment to show AP validates on first 4 characters of customer name per change control 48.
- Added text to title on NM1 pages to show which NM1 per change control 50
- Updated REF~Q5 gray boxes to show SDID per change control 51
- No Changes
- During 3/3/10 meeting, the OSPO Data Working Group reviewed & confirmed EDI change controls up to and including CC67. All changes in the v2.2.0 redline were accepted and v2.3.0 created as the new baseline for Ohio.
- Incorporated AEP's administrative changes as per EDI Change Control 70.
- Incorporated First Energy's administrative changes as per EDI Change Control 81.
- No Changes

248 Account Assignment/Inquiry and Service/Status

Functional Group ID=SU

Introduction:

This Draft Standard for Trial Use contains the format and establishes the data contents of the Account Assignment/Inquiry and Service/Status Transaction Set (248) for use within the context of an Electronic Data Interchange (EDI) environment. The transaction set can be used for two-way, multi-transactional purposes of assigning accounts for collection, reporting status inquiries and inquiry responses and to update accounts between entities.

Transaction Set Notes

- 1. The NM1 loop will contain only information pertaining to the Credit Grantor and the Agency.
- 2. The NM1 loop will contain only information pertaining to the Credit Grantor and the Agency.
- 3. The HL loop will contain parent-child (subordinate) data relationships pertaining to the debtor and/or any association to the debtor.
- **4.** The NM1 segment will contain only information pertaining to the debtor and/or any subordinate association to the debtor.

Segment: ST Transaction Set Header

Position: 010

Loop:

Level: Heading Usage: Mandatory

Max Use: 1

Purpose:

To indicate the start of a transaction set and to assign a control number

Syntax Notes: Semantic Notes:

1 The transaction set identifier (ST01) is used by the translation routines of the interchange partners to select the appropriate transaction set definition (e.g., 810 selects the Invoice Transaction Set).

Comments:

Notes: Required

ST~248~000000001

M	Ref. <u>Des.</u> ST01	Data Element 143	Name Transaction Set Identifier Code	Attr M	ributes ID 3/3
			Code uniquely identifying a Transaction Set 248 Account Assignment/Inquiry and Service	ce/Sta	itus
M	ST02	329	Transaction Set Control Number	M	AN 4/9
			Identifying control number that must be unique within the trafunctional group assigned by the originator for a transaction s		ion set

Segment:	BHT Beginning of Hierarchical Transaction
Position:	020
Loop:	
Level:	Heading
Usage:	Mandatory
Max Use:	1
Purpose:	To define the business hierarchical structure of the transaction set and identify the business application purpose and reference data, i.e., number, date, and time
Syntax Notes:	
Semantic Notes:	1 BHT03 is the number assigned by the originator to identify the transaction within the originator's business application system.
	2 BHT04 is the date the transaction was created within the business application system.
	3 BHT05 is the time the transaction was created within the business application system.
Comments:	•
Notes:	Required
	BHT~0057~22~1234567890~19990226
	Data Element Summary
Ref.	Data

			Data Ele	ment Summary			
	Ref.	Data					
	Des.	Element	<u>Name</u>		Att	<u>ributes</u>	
M	BHT01	1005	Hierarchical Str	ucture Code	M	ID 4/4	
			Code indicating t	he hierarchical application structure of a tra	ansact	ion set that	
			utilizes the HL se	utilizes the HL segment to define the structure of the transaction set			
			0057	Supergroup, subgroup, member			
				Debtor Customer			
M	BHT02	353	Transaction Set	Purpose Code	M	ID 2/2	
			Code identifying	purpose of transaction set			
			01	Cancellation			
				Cancel - Used to reinstate a balance if t	the bil	ling party	
				intends to resume collection activities f	or the	customer.	
			22	Information Copy			
				Original - Used to notify the non-billing party that the			
				billing party will no longer pursue colle	ection	s for this	
M	внт03	127	Reference Identi	customer.	М	AN 1/30	
IVI	БП103	14/					
				ation as defined for a particular Transaction Reference Identification Qualifier	n Set (or as	
				ion identification number assigned by the	origina	ator of this	
			transaction. This	number must be unique over all time.			
				rence numbers will only contain uppercase			
	D. T. T. T. C. A.	2=2		ote that punctuation (spaces, dashes, etc.) n			
M	BHT04	373	Date		M	DT 8/8	
			Date expressed as	S CCYYMMDD			
				reation date - the date that the data was pro	cessed	l by the	
			application syster	n.			

 ${\bf Segment:} \qquad NM1 \ \ {\bf Individual \ or \ Organization \ Name \ (8S-EDU)}$

Position: 030

Loop: NM1 Mandatory

Level: Heading Usage: Mandatory

Max Use: 1

Purpose: To supply the full name of an individual or organizational entity
Syntax Notes: 1 If either NM108 or NM109 is present, then the other is required.

2 If NM111 is present, then NM110 is required.

Semantic Notes: 1 NM102 qualifies NM103.

Comments: 1 NM110 and NM111 further define the type of entity in NM101.

Notes: Required

NM1~8S~3~EDU COMPANY~~~~1~007909411

	Ref.	Data				
	Des.	Element	<u>Name</u>		Attı	<u>ributes</u>
\mathbf{M}	NM101	98	Entity Identifier C	code	M	ID 2/3
			Code identifying an individual	organizational entity, a physical location,	, prop	perty or an
			8S	Consumer Service Provider (CSP)		
				EDU		
M	NM102	1065	Entity Type Qualit	fier	M	ID 1/1
			Code qualifying the	type of entity		
			3	Unknown		
M	NM103	1035	Name Last or Org	anization Name	M	AN 1/35
			Individual last name	e or organizational name		
			EDU Name			
M	NM108	66	Identification Cod	e Qualifier	M	ID 1/2
			Code designating the Code (67)	ne system/method of code structure used for	or Ide	entification
			1	D-U-N-S Number, Dun & Bradstreet		
			9	D-U-N-S+4, D-U-N-S Number with For Suffix	ır Ch	aracter
M	NM109	67	Identification Cod	e	M	AN 2/80
			Code identifying a p	party or other code		
			EDU D-U-N-S Nur	mber or D-U-N-S + 4 Number		

 $Segment: \qquad NM1 \ \ Individual \ or \ Organization \ Name \ (SJ-CRES)$

Position: 030

Loop: NM1 Mandatory

Level: Heading Usage: Mandatory

Max Use: 1

Purpose: To supply the full name of an individual or organizational entity
Syntax Notes: 1 If either NM108 or NM109 is present, then the other is required.

If NM111 is present, then NM110 is required.

Semantic Notes: 1 NM102 qualifies NM103.

Comments: 1 NM110 and NM111 further define the type of entity in NM101.

Notes: Required

NM1~SJ~3~CRES COMPANY~~~~9~007909422CRES

	Ref.	Data				
	Des.	Element	<u>Name</u>		Attı	<u>ributes</u>
M	NM101	98	Entity Identifier (Code	M	ID 2/3
			Code identifying a individual	n organizational entity, a physical location	, prop	perty or an
			SJ	Service Provider		
				CRES		
M	NM102	1065	Entity Type Qual	ifier	M	ID 1/1
			Code qualifying th	e type of entity		
			3	Unknown		
M	NM103	1035	Name Last or Org	ganization Name	M	AN 1/35
			Individual last nan	ne or organizational name		
			CRES Name			
M	NM108	66	Identification Cod	le Qualifier	M	ID 1/2
			Code designating to Code (67)	he system/method of code structure used for	or Ide	entification
			1	D-U-N-S Number, Dun & Bradstreet		
			9	D-U-N-S+4, D-U-N-S Number with For Suffix	ır Ch	aracter
M	NM109	67	Identification Cod	de	\mathbf{M}	AN 2/80
			Code identifying a	party or other code		
			CRES D-U-N-S N	umber or D-U-N-S + 4 Number		

Segment: HL Hierarchical Level

Position: 010

Loop: HL Mandatory

Level: Detail
Usage: Mandatory

Max Use: 1

Purpose: To identify dependencies among and the content of hierarchically related groups of data

segments

Syntax Notes: Semantic Notes: Comments:

1 The HL segment is used to identify levels of detail information using a hierarchical structure, such as relating line-item data to shipment data, and packaging data to lineitem data.

The HL segment defines a top-down/left-right ordered structure.

- 2 HL01 shall contain a unique alphanumeric number for each occurrence of the HL segment in the transaction set. For example, HL01 could be used to indicate the number of occurrences of the HL segment, in which case the value of HL01 would be "1" for the initial HL segment and would be incremented by one in each subsequent HL segment within the transaction.
- 3 HL02 identifies the hierarchical ID number of the HL segment to which the current HL segment is subordinate.
- 4 HL03 indicates the context of the series of segments following the current HL segment up to the next occurrence of an HL segment in the transaction. For example, HL03 is used to indicate that subsequent segments in the HL loop form a logical grouping of data referring to shipment, order, or item-level information.
- 5 HL04 indicates whether or not there are subordinate (or child) HL segments related to the current HL segment.

Notes:

Required

HL~1~~24

	Ref.	Data	·			
	Des.	Element	<u>Name</u>	Attributes		
M	HL01	628	Hierarchical ID Number	M AN 1/12		
			A unique number assigned by the sender to identify a particular in a hierarchical structure	ılar data segment		
			Since we have decided that there will only be one 248 transaction per account,			
			the Hierarchical Level identification should always be "1".			
M	HL03	735	Hierarchical Level Code	M ID 1/2		
			Code defining the characteristic of a level in a hierarchical st	ructure		
			24 Supergroup			
			Customer			

 $Segment: \qquad NM1 \ \ {\rm Customer\ Information\ } ({\rm D4-Customer})$

Position: 020

Loop: HL Mandatory

Level: Detail Usage: Mandatory

Max Use: 1

Purpose: To supply the full name of an individual or organizational entity
Syntax Notes: 1 If either NM108 or NM109 is present, then the other is required.

If NM111 is present, then NM110 is required.

Semantic Notes: 1 NM102 qualifies NM103.

Comments: 1 NM110 and NM111 further define the type of entity in NM101.

Notes: Required

NOTE: Allegheny will validate on the first 4 characters of the customer name.

NM1~D4~3~JOHN DOE

	Ref.	Data				
	Des.	Element	<u>Name</u>		Attr	<u>ibutes</u>
M	NM101	98	Entity Identifier C	Code	M	ID 2/3
			Code identifying ar individual D4	n organizational entity, a physical location, Debtor	prop	perty or an
M	NM102	1065	Entity Type Quali	fier	M	ID 1/1
			Code qualifying the	e type of entity		
			3	Unknown		
				The entity name is not segmented and w transmitted in NM103 only.	ill be	
M	NM103	1035	Name Last or Org	ganization Name	O	AN 1/35
			Individual last name or organizational name			
			Customer Name as	it appears on their bill		

Position: 060

Lop: HL Mandatory

Level: Detail Usage: Mandatory

Max Use: >1

Notes:

Purpose: To specify identifying information

Syntax Notes: 1 At least one of REF02 or REF03 is required.

If either C04003 or C04004 is present, then the other is required.
 If either C04005 or C04006 is present, then the other is required.

Semantic Notes: Comments:

1 REF04 contains data relating to the value cited in REF02.

Account numbers will only contain uppercase letters (A to Z) and digits (0 to 9). Note that punctuation (spaces, dashes, etc.) must be excluded, and leading and trailing zeros

that are part of the account number must be present. Required if it was provided on the Enrollment or Change

REF~11~1394959

Data Element Summary

M	Ref. <u>Des.</u> REF01	Data Element 128	<u>Name</u> Reference Identific	ation Qualifier	Attı M	ributes ID 2/3
			Code qualifying the	Reference Identification		
			11	Account Number		
				CRES Account Number		
M	REF02	127	Reference Identific	ation	M	AN 1/30
				on as defined for a particular Transaction	n Set o	or as

specified by the Reference Identification Qualifier

CRES Account Number

Segment: \mathbf{REF} Reference Identification (EDU Account Number)

Position: 060

Loop: HL Mandatory

Level: Detail Usage: Mandatory

Max Use: >1

Notes:

Purpose: To specify identifying information

Syntax Notes: 1 At least one of REF02 or REF03 is required.

If either C04003 or C04004 is present, then the other is required.
 If either C04005 or C04006 is present, then the other is required.

Semantic Notes: Comments:

1 REF04 contains data relating to the value cited in REF02.

Account numbers will only contain uppercase letters (A to Z) and digits (0 to 9). Note that punctuation (spaces, dashes, etc.) must be excluded, and leading and trailing zeros

that are part of the account number must be present.

Conditional - Required for all utilities except AEP, which will use Service Delivery

Identification Number. First Energy will send Customer Number

REF~12~1234567890

M	Ref. <u>Des.</u> REF01	Data Element 128	Name Reference Identific	ration Qualifier Reference Identification	Attı M	ributes ID 2/3
			12	Billing Account EDU Account Number		
M	REF02	127	Reference Identific		M	AN 1/30
				on as defined for a particular Transaction erence Identification Qualifier EDU Account Number	Set o	or as

Position: 060

Loop: HL Mandatory

Level: Detail
Usage: Optional
Max Use: >1

Purpose: To specify identifying information

Syntax Notes: 1 At least one of REF02 or REF03 is required.

If either C04003 or C04004 is present, then the other is required.

3 If either C04005 or C04006 is present, then the other is required.

Semantic Notes: Comments:

Notes:

1 REF04 contains data relating to the value cited in REF02.

Account numbers will only contain uppercase letters (A to Z) and digits (0 to 9). Note that punctuation (spaces, dashes, etc.) must be excluded, and leading and trailing zeros that are part of the account number must be present.

Required if the account number has changed within the last 60 days. Required for all utilities except AEP, which will use Service Delivery Identification Number. First

Energy will always send if noted on the account in the CIS system.

REF~45~1235367812

M	Ref. <u>Des.</u> REF01	Data Element 128	Name Reference Identifi		Attı M	ributes ID 2/3
			Code qualifying the	e Reference Identification		
			45	Old Account Number		
				Previous EDU Account Number		
M	REF02	127	Reference Identifi	cation	M	AN 1/30
				tion as defined for a particular Transaction	n Set o	or as
				Previous EDU Account Number		

Position: 060

Loop: LIN Optional

Level: Detail
Usage: Optional
Max Use: 12

Purpose: To specify identifying information

Syntax Notes: 1 At least one of REF02 or REF03 is required.

If either C04003 or C04004 is present, then the other is required.
 If either C04005 or C04006 is present, then the other is required.

Semantic Notes: Comments:

Notes:

1 REF04 contains data relating to the value cited in REF02.

SDID numbers will only contain uppercase letters (A to Z) and Digits (0 - 9). Note that punctuation (spaces, dashes, etc.) must be excluded, and leading and trailing zeros that

are part of the SDID number must be present.

Required if customer is in AEP service territory. Maximum use of 1 per transaction

REF~Q5~9876543245678DCH

	Ref. Des.	Data <u>Element</u>	<u>Name</u>	<u>Attr</u>	<u>ibutes</u>
M	REF01	128	Reference Identification Qualifier	M	ID 2/3
			Code qualifying the Reference Identification		
			Q5 Property Control Number		
			AEP assigned Service Delivery Identification Number		
M	REF02	127	Reference Identification	X	AN 1/30
			Reference information as defined for a particular Transaction specified by the Reference Identification Qualifier	Set o	or as
			AEP assigned Service Delivery Identification Number		

 $\textbf{Segment:} \quad \textbf{REF} \ \ \textbf{Reference Identification} \ (\textbf{Write-off Account Number for Customer})$

Position: 060

Loop: HL Mandatory

Level: Detail
Usage: Optional
Max Use: >1

Purpose: To specify identifying information

Syntax Notes: 1 At least one of REF02 or REF03 is required.

If either C04003 or C04004 is present, then the other is required.
If either C04005 or C04006 is present, then the other is required.

Semantic Notes: Comments:

Notes:

1 REF04 contains data relating to the value cited in REF02.

Account numbers will only contain uppercase letters (A to Z) and digits (0 to 9). Note that punctuation (spaces, dashes, etc.) must be excluded, and leading and trailing zeros

that are part of the account number must be present. (Not used by AEP) Conditional: Send if account number changes because of write off.

REF~X0~155647897

M	Ref. <u>Des.</u> REF01	Data Element 128	Name Reference Identification Qualifier Code qualifying the Reference Identification	Attributes M ID 2/3
			X0 Debtor's Account Write-Off Account Nur	
M	REF02	127	Reference Identification Reference information as defined for a partic specified by the Reference Identification Qual Write-Off Account Number	

Segment: PER Administrative Communications Contact

Position: 070

Loop: HL Mandatory

Level: Detail
Usage: Optional
Max Use: >1

Purpose: To identify a person or office to whom administrative communications should be directed

Syntax Notes: 1 If either PER03 or PER04 is present, then the other is required.

2 If either PER05 or PER06 is present, then the other is required.

3 If either PER07 or PER08 is present, then the other is required.

Semantic Notes: Comments:

Notes: Required if maintained in the EDU system

PER~IC~CUSTOMER NAME~TE~7175551111~TE~7175551112

	Ref.	Data	·			
	Des.	Element	<u>Name</u>	Attı	<u>ributes</u>	
\mathbf{M}	PER01	366	Contact Function Code	M	ID 2/2	
			Code identifying the major duty or responsibility of the personal	n or g	group named	
			IC Information Contact			
M	PER02	93	Name	0	AN 1/60	
			Free-form name			
M	PER03	365	Communication Number Qualifier	X	ID 2/2	
			Code identifying the type of communication number			
			TE Telephone			
M	PER04	364	Communication Number	X	AN 1/80	
			Complete communications number including country or area applicable	code	when	
			Last Known Customer Telephone Number #1			
C	PER05	365	Communication Number Qualifier	X	ID 2/2	
			Code identifying the type of communication number			
			Condition: Required if available			
			TE Telephone			
C	PER06	364	Communication Number	X	AN 1/80	
			Complete communications number including country or area code when applicable			
			Last Known Customer Telephone Number #2			
			Condition: Required if available			

Segment: BAL Balance Detail

Position: 110

Loop: HL Mandatory

Level: Detail Usage: Mandatory

Max Use: 1

Purpose: To identify the specific monetary balances associated with a particular account

Syntax Notes: Semantic Notes: Comments:

Notes: Required

BAL~CD~BD~325.67 BAL~CD~BD~-250.00

M	Ref. <u>Des.</u> BAL01	Data Element 951	Name Balance Type Code			ibutes ID 1/2
			Code indicating the t	type of balance		
			CD	Cycle to Date		
				Denotes balance data associated with de-	fined	periods
M	BAL02	522	Amount Qualifier (Code	M	ID 1/3
			Code to qualify amo	unt		
			BD	Balance Due		
M	BAL03	782	Monetary Amount		M	R 1/18
			Monetary amount			
			On an original (BHT02 = 22) 248, this is the amount that the billing party will no longer pursue collections for. On a cancellation (BHT02 = 01) 248, this is the same amount provided on the original 248 (do not reverse the signs).			
			_	ndicates that the non-billing party has becoursing the customer.	en ove	erpaid and is

Segment: **DTP** Write-off Date

Position: 120

Loop: DTP Optional

Level: Detail
Usage: Optional
Max Use: 1

Purpose:

ose: To specify any or all of a date, a time, or a time period

Syntax Notes:

Semantic Notes: 1 DTP02 is the date or time or period format that will appear in DTP03.

Comments:

Notes: Required for an original 248 (BHT02 = 22).

Not used for cancellation 248 (BHT02 = 01).

DTP~630~D8~19990226

	Ref.	Data				
	Des.	Element	<u>Name</u>		<u>Attr</u>	<u>ibutes</u>
M	DTP01	374	Date/Time Qualifier	r	M	ID 3/3
			Code specifying type	e of date or time, or both date and time		
			630	Account Closed		
				Date the account was written off.		
M	DTP02	1250	Date Time Period F	ormat Qualifier	M	ID 2/3
			Code indicating the	date format, time format, or date and time	e forn	nat
			D8	Date Expressed in Format CCYYMMD	D	
M	DTP03	1251	Date Time Period		M	AN 1/35
			Expression of a date,	, a time, or range of dates, times or dates	and ti	imes
				Date expressed as CCYYMMDD		

Segment: **DTP** Reinstatement Date

Position: 120

Loop: DTP Optional

Level: Detail
Usage: Optional
Max Use: 1

Purpose: To specify any or all of a date, a time, or a time period

Syntax Notes:

Semantic Notes: 1 DTP02 is the date or time or period format that will appear in DTP03.

Comments:

Notes: Not used for an original 248 (BHT02 = 22).

Required for cancellation 248 (BHT02 = 01).

DTP~584~D8~19990228

	Ref.	Data				
	Des.	Element	<u>Name</u>		Attr	<u>ibutes</u>
M	DTP01	374	Date/Time Qualifie	er	M	ID 3/3
			Code specifying type	e of date or time, or both date and time		
			584	Reinstatement		
				Date the account balance was reinstated non-billing party.	on be	ehalf of the
M	DTP02	1250	Date Time Period I	Format Qualifier	M	ID 2/3
			Code indicating the	date format, time format, or date and time	e forn	nat
			D8	Date Expressed in Format CCYYMMD	D	
M	DTP03	1251	Date Time Period		M	AN 1/35
			Expression of a date	, a time, or range of dates, times or dates	and t	imes
				Date expressed as CCYYMMDD		

Segment: **SE** Transaction Set Trailer

Position: 180

Loop:

Level: Detail Usage: Mandatory

Max Use: 1

Purpose: To indicate the end of the transaction set and provide the count of the transmitted

segments (including the beginning (ST) and ending (SE) segments)

Syntax Notes: Semantic Notes:

Comments: 1 SE is the last segment of each transaction set.

Notes: Required

SE~28~000000001

M	Ref. Des. SE01	Data Element 96	Name Number of Included Segments	Attr M	ributes N0 1/10
			Total number of segments included in a transaction set inclusegments	ding S	T and SE
M	SE02	329	Transaction Set Control Number Identifying control number that must be unique within the transactional group assigned by the originator for a transaction	ansact	AN 4/9 ion set

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in

Case No(s). 13-0002-EL-EDI

Summary: Text EDI Implementation Guideline for Ohio - 248 Write Off v2-5-0 electronically filed by Mr. Brandon S Siegel on behalf of Ohio EDI Working Group