

Ohio Electric Implementation Guideline

For
Electronic Data Interchange

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
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- 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.
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- Incorporated AEP’s administrative changes as per EDI Change Control 70.
 - Incorporated First Energy’s administrative changes as per EDI Change Control 81.
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- 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

Data Element Summary

<u>Ref.</u>	<u>Data</u>	<u>Element</u>	<u>Name</u>	<u>Attributes</u>
M		143	Transaction Set Identifier Code	M ID 3/3
			Code uniquely identifying a Transaction Set	
			248 Account Assignment/Inquiry and Service/Status	
M		329	Transaction Set Control Number	M AN 4/9
			Identifying control number that must be unique within the transaction set functional group assigned by the originator for a transaction 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

	<u>Ref. Des.</u>	<u>Data Element</u>	<u>Name</u>	<u>Attributes</u>
M	BHT01	1005	Hierarchical Structure Code Code indicating the hierarchical application structure of a transaction set that utilizes the HL segment to define the structure of the transaction set 0057 Supergroup, subgroup, member Debtor Customer	M ID 4/4
M	BHT02	353	Transaction Set Purpose Code Code identifying purpose of transaction set 01 Cancellation Cancel - Used to reinstate a balance if the billing party intends to resume collection activities for the customer. 22 Information Copy Original - Used to notify the non-billing party that the billing party will no longer pursue collections for this customer.	M ID 2/2
M	BHT03	127	Reference Identification Reference information as defined for a particular Transaction Set or as specified by the Reference Identification Qualifier A unique transaction identification number assigned by the originator of this transaction. This number must be unique over all time. Transaction Reference numbers will only contain uppercase letters (A to Z) and digits (0 to 9). Note that punctuation (spaces, dashes, etc.) must be excluded.	M AN 1/30
M	BHT04	373	Date Date expressed as CCYYMMDD The transaction creation date - the date that the data was processed by the application system.	M DT 8/8

Segment: **NM1** 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

Data Element Summary

	<u>Ref. Des.</u>	<u>Data Element</u>	<u>Name</u>	<u>Attributes</u>
M	NM101	98	Entity Identifier Code Code identifying an organizational entity, a physical location, property or an individual 8S Consumer Service Provider (CSP) EDU	M ID 2/3
M	NM102	1065	Entity Type Qualifier Code qualifying the type of entity 3 Unknown	M ID 1/1
M	NM103	1035	Name Last or Organization Name Individual last name or organizational name EDU Name	M AN 1/35
M	NM108	66	Identification Code Qualifier Code designating the system/method of code structure used for Identification Code (67) 1 D-U-N-S Number, Dun & Bradstreet 9 D-U-N-S+4, D-U-N-S Number with Four Character Suffix	M ID 1/2
M	NM109	67	Identification Code Code identifying a party or other code EDU D-U-N-S Number or D-U-N-S + 4 Number	M AN 2/80

Segment: **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.
 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~SJ~3~CRES COMPANY~~~~~9~007909422CRES

Data Element Summary

Ref.	Data Element	Name	Attributes
M	NM101	98 Entity Identifier Code Code identifying an organizational entity, a physical location, property or an individual SJ Service Provider CRES	M ID 2/3
M	NM102	1065 Entity Type Qualifier Code qualifying the type of entity 3 Unknown	M ID 1/1
M	NM103	1035 Name Last or Organization Name Individual last name or organizational name CRES Name	M AN 1/35
M	NM108	66 Identification Code Qualifier Code designating the system/method of code structure used for Identification Code (67) 1 D-U-N-S Number, Dun & Bradstreet 9 D-U-N-S+4, D-U-N-S Number with Four Character Suffix	M ID 1/2
M	NM109	67 Identification Code Code identifying a party or other code CRES D-U-N-S Number or D-U-N-S + 4 Number	M AN 2/80

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 line-item 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

Data Element Summary

Ref.	Data	Name	Attributes
Des.	Element		
M	HL01	628 Hierarchical ID Number	M AN 1/12
		A unique number assigned by the sender to identify a particular data segment in a hierarchical structure	
		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 structure	
		24 Supergroup	
		Customer	

Segment: **NM1** Customer Information (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.
 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
 NOTE: Allegheny will validate on the first 4 characters of the customer name.
 NM1~D4~3~JOHN DOE

Data Element Summary

	Ref.	Data	Attributes
	Des.	Element Name	
M	NM101	98 Entity Identifier Code Code identifying an organizational entity, a physical location, property or an individual D4 Debtor	M ID 2/3
M	NM102	1065 Entity Type Qualifier Code qualifying the type of entity 3 Unknown	M ID 1/1
M	NM103	1035 Name Last or Organization Name Individual last name or organizational name Customer Name as it appears on their bill	O AN 1/35

Segment: **REF** Reference Identification (CRES Account Number)
Position: 060
Lop: HL Mandatory
Level: Detail
Usage: Mandatory
Max Use: >1
Purpose: To specify identifying information
Syntax Notes:

- 1 At least one of REF02 or REF03 is required.
- 2 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:

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

Comments:
Notes: 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

Ref.	Des.	Data Element	Name	Attributes
M	REF01	128	Reference Identification Qualifier	M ID 2/3
			Code qualifying the Reference Identification	
			11 Account Number	
			CRES Account Number	
M	REF02	127	Reference Identification	M AN 1/30
			Reference information as defined for a particular Transaction Set or as specified by the Reference Identification Qualifier	
			CRES Account Number	

Segment: **REF** Reference Identification (EDU Account Number)
Position: 060
Loop: HL Mandatory
Level: Detail
Usage: Mandatory
Max Use: >1
Purpose: To specify identifying information
Syntax Notes:

- 1 At least one of REF02 or REF03 is required.
- 2 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:

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

Comments:
Notes:

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

Data Element Summary

	<u>Ref. Des.</u>	<u>Data Element</u>	<u>Name</u>	<u>Attributes</u>
M	REF01	128	Reference Identification Qualifier	M ID 2/3
			Code qualifying the Reference Identification	
			12 Billing Account	
			EDU Account Number	
M	REF02	127	Reference Identification	M AN 1/30
			Reference information as defined for a particular Transaction Set or as specified by the Reference Identification Qualifier	
			EDU Account Number	

Segment: **REF** Reference Identification (Previous EDU Account Number)

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.
- 2 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:

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

Comments:

Notes:

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

Data Element Summary

	<u>Ref. Des.</u>	<u>Data Element</u>	<u>Name</u>	<u>Attributes</u>
M	REF01	128	Reference Identification Qualifier	M ID 2/3
			Code qualifying the Reference Identification	
			45	Old Account Number
				Previous EDU Account Number
M	REF02	127	Reference Identification	M AN 1/30
			Reference information as defined for a particular Transaction Set or as specified by the Reference Identification Qualifier	
				Previous EDU Account Number

Segment: **REF** Reference Identification (Q5 = SDID 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.
- 2 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:

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

Comments:
Notes: 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

Data Element Summary

	<u>Ref.</u>	<u>Data</u>	<u>Name</u>	<u>Attributes</u>
	<u>Des.</u>	<u>Element</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 Set or as specified by the Reference Identification Qualifier	
			AEP assigned Service Delivery Identification Number	

Segment: **REF** Reference Identification (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.
- 2 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:

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

Comments:
Notes:

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

Data Element Summary

<u>Ref.</u>	<u>Des.</u>	<u>Data Element</u>	<u>Name</u>	<u>Attributes</u>
M	REF01	128	Reference Identification Qualifier	M ID 2/3
			Code qualifying the Reference Identification	
			X0 Debtor's Account	
			Write-Off Account Number	
M	REF02	127	Reference Identification	M AN 1/30
			Reference information as defined for a particular Transaction Set or as specified by the Reference Identification Qualifier	
			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

Data Element Summary

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

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

Data Element Summary

	<u>Ref. Des.</u>	<u>Data Element</u>	<u>Name</u>	<u>Attributes</u>
M	BAL01	951	Balance Type Code Code indicating the type of balance CD Cycle to Date Denotes balance data associated with defined periods	M ID 1/2
M	BAL02	522	Amount Qualifier Code Code to qualify amount BD Balance Due	M ID 1/3
M	BAL03	782	Monetary Amount 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). A negative amount indicates that the non-billing party has been overpaid and is responsible for reimbursing the customer.	M R 1/18

Segment: **DTP** Write-off 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: Required for an original 248 (BHT02 = 22).
 Not used for cancellation 248 (BHT02 = 01).
 DTP~630~D8~19990226

Data Element Summary

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

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

Data Element Summary

	<u>Ref.</u>	<u>Data</u>	<u>Name</u>	<u>Attributes</u>
	<u>Des.</u>	<u>Element</u>		
M	DTP01	374	Date/Time Qualifier Code specifying type of date or time, or both date and time 584 Reinstatement Date the account balance was reinstated on behalf of the non-billing party.	M ID 3/3
M	DTP02	1250	Date Time Period Format Qualifier Code indicating the date format, time format, or date and time format D8 Date Expressed in Format CCYYMMDD	M ID 2/3
M	DTP03	1251	Date Time Period Expression of a date, a time, or range of dates, times or dates and times Date expressed as CCYYMMDD	M AN 1/35

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

Data Element Summary

	<u>Ref. Des.</u>	<u>Data Element</u>	<u>Name</u>	<u>Attributes</u>
M	SE01	96	Number of Included Segments	M N0 1/10
			Total number of segments included in a transaction set including ST and SE segments	
M	SE02	329	Transaction Set Control Number	M AN 4/9
			Identifying control number that must be unique within the transaction set functional group assigned by the originator for a transaction set	

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