**Center for Health Information and Analysis**

**Massachusetts All-­‐Payer Claims Database**

**Member Eligibility File Submission**

**Member Eligibility Elements and When to Add a Line vs. Change a Line**

Most corrections and updates to elements in the ME file do not require a new line to be created – simply update the element(s) that require correction along with the Last Activity Date (ME056).

Correction here means correcting any element that was stored in the submitter’s system(s) incorrectly, and an update means that an attribute has changed (such as Last Name, Birthdates, Gender, SSNs, Language, Interpreter, Deductible Used, etc.). These updates also require that Last Activity Date (ME056) be updated to indicate to MA APCD that an update occurred.

Attached is a full listing of the ME File elements and the expected activity on each. Those elements that require a line to be added when it’s changed are highlighted in pink. **There are only 32 elements (of the 119) that when altered require a new line to be added to the ME File.** Each of these has an explanation for the addition of a line as opposed to updating existing lines based on current experience and QA activity. Having a complete list of accurate start and end dates is critical. We need a separate record for each distinct eligibility segment/product.

As MA APCD systems continue to mature more elements may move to the ‘Change’ category, thus relieving the files of multiple lines for the same members.

| **Activity** | | **Element**  **#** | | **Element Name** | | **Notes / Reason / Logic** | |
| --- | --- | --- | --- | --- | --- | --- | --- |
| Stable | | ME001 | | Submitter | | Submitter must use same OrgID | |
| Stable | | ME002 | | National PlanID | | When implemented submitter must use same National PlanID | |
| Add | | ME003 | | Insurance Type Code / Product | | Unless a correction, this element does not change without other prominent changes to benefits | |
| Change | | ME004 | | Year | |  | |
| Change | | ME005 | | Month | |  | |
| Add | | ME006 | | Insured Group or Policy Number | | Unless a correction, this element does not change without other prominent changes to benefits | |
| Add | | ME007 | | Coverage Level Code | | This element is used to define base eligibility and QA member attributes on eligibility and claims | |
| Change | | ME008 | | Subscriber SSN | |  | |
| Add | | ME009 | | Plan Specific Contract Number | | Unless a correction, this element does not change without other prominent changes to benefits | |
| Change | | ME010 | | Member Suffix or Sequence Number | |  | |
| Change | | ME011 | | Member SSN | |  | |
| Change | | ME012 | | Individual Relationship Code | |  | |
| Change | | ME013 | | Member Gender | |  | |
| Change | | ME014 | | Member Date of Birth | |  | |
| Stable | | ME015 | | Filler | | Required to be NULL | |
| Change | | ME016 | | Member State | |  | |
| Change | | ME017 | | Member Zip Code | |  | |
| Add | | ME018 | | Medical Coverage | | This element is used to determine base coverage, periods of 'on' vs. 'off' are necessary in a file for various calculations; often indicates other changes to benefits | |
| Add | | ME019 | | Prescription Drug Coverage | | This element is used to determine base coverage, periods of 'on' vs. 'off' are necessary in a file for various calculations; often indicates other changes to benefits | |
| Change | | ME020 | | Dental Coverage | |  | |
| Stable | | ME021 | | Filler | | Required to be NULL | |
| Stable | | ME022 | | Filler | | Required to be NULL | |
| Stable | | ME023 | | Filler | | Required to be NULL | |
| Stable | | ME024 | | Filler | | Required to be NULL | |
| Stable | | ME025 | | Filler | | Required to be NULL | |
| Stable | | ME026 | | Filler | | Required to be NULL | |
| Stable | | ME027 | | Filler | | Required to be NULL | |
| Change | | ME028 | | Primary Insurance Indicator | |  | |
| Change | | ME029 | | Coverage Type | |  | |
| Change | | ME030 | | Market Category Code | |  | |
| Change | | ME031 | | Special Coverage | |  | |
| Change | | ME032 | | Group Name | |  | |
| Change | | ME033 | | Member Language Preference | |  | |
| Stable | | ME034 | | Filler | | Required to be NULL | |
| Change | | ME035 | | Health Care Home (PCMH) Assigned Flag | |  | |
| Change | | ME036 | | Health Care Home (PCMH) Number | |  | |
| Change | | ME037 | | Health Care Home (PCMH) Tax ID | |  | |
| Change | | ME038 | | NPI -­‐ Health Care Home (PCMH) | |  | |
| Stable | | ME039 | | Filler | | Required to be NULL | |
| Add | | ME040 | | Product ID Number | | Primary identifying element -­‐ changes to this attribute indicates eligibility attribute changes that need to be captured separately | |
| Add | | ME041 | | Product Enrollment Start Date | | Changing Start Date often indicates a new Product, necessitating new lines to define eligibility attributes | |
| Change | | ME042 | | Product Enrollment End Date | |  | |
| Stable | | ME043 | | Filler | | Required to be NULL | |
| Stable | | ME044 | | Filler | | Required to be NULL | |
| Change | | ME045 | | Purchased through Massachusetts Exchange | |  | |
| Add | | ME046 | | PCP ID | | PCP ID change necessitates PCP Effective Date Change, that automatically requires a new line of eligibility | |
| Add | | ME047 | | Member PCP Effective Date | | Changing PCP Effective Date often indicates a new PCP, necessitating new lines to define eligibility attributes when matched to claim lines | |
| Change | | ME048 | | Member PCP Termination Date | |  | |
| Add | | ME049 | | Member Deductible | | This element is used to determine base coverage, altering the value often indicate eligibility attribute changes | |
| Change | | ME050 | | Member Deductible Used | |  | |
| Add | | ME051 | | Behavioral Health Benefit Flag | | This element is used to determine base coverage, periods of 'on' vs. 'off' are necessary in a file for various calculations; often indicates other changes to benefits | |
| Change | | ME052 | | Laboratory Benefit Flag | |  | |
| Change | | ME053 | | Disease Management Enrollee Flag | |  | |
| Add | | ME054 | | Eligibility Determination Date | | Changing Eligibility Determination Date often indicates a new line of benefits, either through  Product or Benefit Plan | |
| Add | | ME055 | | Business Type Code | | This element provides an attribute that parses lines of eligibility into various reporting categories | |
| Change | | ME056 | | Last Activity Date | |  | |
| Stable | | ME057 | | Filler | | Required to be NULL | |
| Stable | | ME058 | | Filler | | Required to be NULL | |
| Stable | | ME059 | | Filler | | Required to be NULL | |
| Change | | ME060 | | Employment Status | |  | |
| Stable | | ME061 | | Filler | | Required to be NULL | |
| Stable | | ME062 | | Filler | | Required to be NULL | |
| Change | | ME063 | | Benefit Status | |  | |
| Change | | ME064 | | Employee Type | |  | |
| Change | | ME065 | | Date of Retirement | |  | |
| Change | | ME066 | | COBRA Status | |  | |
| Change | | ME067 | | Spouse Plan Type | |  | |
| Change | | ME068 | | Spouse Plan | |  | |
| Change | | ME069 | | Spouse Medical Coverage | |  | |
| Change | | ME070 | | Spouse Medicare Indicator | |  | |
| Change | | ME071 | | Pool Indicator | |  | |
| Stable | | ME072 | | Filler | | Required to be NULL | |
| Add | | ME073 | | Fully Insured Member | | This element is used to determine base coverage and aid with Risk Assessment; used in tandem with ME055 and ME134 | |
| Change | | ME074 | | Interpreter | |  | |
| Add | | ME075 | | New MMISID | | This is the MassHealth Identifier that is the  equivalent to ME107/ME117 | |
| Add | | ME076 | | Member Rating Category | | This is the MassHealth code that determines a range of benefits that change with member demographics | |
| Change | | ME077 | | Member's NAICS Code | |  | |
| Change | | ME078 | | Employer Zip Code (Situs) | |  | |
| Change | | ME079 | | Recipient Identification Number (MassHealth Only) | |  | |
| Change | | ME080 | | Recipient Historical Number (MassHealth Only) | |  | |
| Change | | ME081 | | Medicare Code | |  | |
| Change | | ME082 | | Employer Name | |  | |
| Add | | ME083 | | Employer EIN | | This element is used to determine when  Member/Subscriber changes employers and ultimately insurance coverage | |
| Change | | ME101 | | Subscriber Last Name | |  | |
| Change | | ME102 | | Subscriber First Name | |  | |
| Change | | ME103 | | Subscriber Middle Initial | |  | |
| Change | | ME104 | | Member Last Name | |  | |
| Change | | ME105 | | Member First Name | |  | |
| Change | | ME106 | | Member Middle Initial | |  | |
| Add | | ME107 | | Carrier Specific Unique Member ID | | Primary identifying element -­‐ changes to this attribute indicates eligibility attribute changes that need to be captured separately | |
| Stable | | ME108 | | Filler | | Required to be NULL | |
| Change | | ME109 | | Subscriber State or Province | |  | |
| Change | | ME110 | | Subscriber Zip Code | |  | |
| Add | | ME111 | | Medical Deductible | | This element is used to determine base coverage, periods of 'on' vs. 'off' are necessary in a file for various calculations; often indicates other changes to benefits | |
| Add | | ME112 | | Pharmacy Deductible | | This element is used to determine base coverage, periods of 'on' vs. 'off' are necessary in a file for various calculations; often indicates other changes to benefits | |
| Add | | ME113 | | Medical & Pharmacy Deductible | | This element is used to determine base coverage, periods of 'on' vs. 'off' are necessary in a file for various calculations; often indicates other changes to benefits | |
| Add | | ME114 | | Behavioral Health Deductible | | This element is used to determine base coverage, periods of 'on' vs. 'off' are necessary in a file for various calculations; often indicates other changes to benefits | |
| Change | | ME115 | | Dental Deductible | |  | |
| Change | | ME116 | | Vision Deductible | |  | |
| Add | | ME117 | | Carrier Specific Unique Subscriber ID | | Primary identifying element -­‐ changes to this attribute indicates eligibility attribute changes that need to be captured separately | |
| Change | | ME118 | | Vision Benefit | |  | |
| Stable | | ME119 | | Filler | | Required to be NULL | |
| Add | | ME120 | | Actuarial Value | | Changing Actuarial Values often indicates a change to eligibility attributes | |
| Change | | ME121 | | Metal Level | |  | |
| Change | | ME122 | | Coinsurance Maximum % | |  | |
| Add | | ME123 | | Monthly Premium | | Changes to this attribute indicates eligibility attribute changes that need to be captured separately | |
| Change | | ME124 | | Attributed PCP Provider ID | |  | |
| Change | | ME125 | | TME OrgID -­‐ Physician Group of the Member's PCP | |  | |
| Add | | ME126 | | Risk Adjustment Covered Plan (RACP) | |  | |
| Add | | ME127 | | Billable Member | | Changes to this attribute indicates eligibility attribute changes that need to be captured separately | |
| Add | | ME128 | | Benefit Plan Contract ID | | Primary identifying element -­‐ changes to this attribute indicates eligibility attribute changes that need to be captured separately | |
| Add | | ME129 | | Member Benefit Plan Contract Enrollment Start Date | | Changing Start Date often indicates a new  Benefit Plan Contract, necessitating new lines to define eligibility attributes | |
| Change | | ME130 | | Member Benefit Plan Contract Enrollment End Date | |  | |
| Change | | ME131 | | TME Global Budget / Payment Indicator | |  | |
| Add | | ME132 | | Total Monthly Premium | | Changes to this attribute indicates eligibility attribute changes that need to be captured separately | |
| Change | | ME133 | | GIC ID | |  | |
| Add | | ME134 | | APCD ID Code | | This element provides an attribute that parses lines of eligibility into various reporting categories | |
| Stable | | ME135 | | Filler | | Required to be NULL | |
| Stable | | ME899 | | Record Type | | Submitter must use ME here | |