

DATA REQUIREMENTS - HEADER RECORD DATA

DATA ELEMENT DEFINITION

ELEMENT NAME: BATCH/VOUCHER CLIN/ASAP ACCOUNT NUMBER			
RECORDS/LOCATOR NUMBERS			
RECORD NAME	LOCATOR#	OCCURRENCES	REQUIRED
Header	0-025	1	Yes ¹
PRIMARY PICTURE (FORMAT) Eight (8) alphanumeric characters.			
DEFINITION	This field is used to identify the Automated Standard Application for Payment (ASAP) Account ² Number the voucher will be drawn from. Each year when new non-financially underwritten bank account(s) are setup by the contractor (per the TRICARE Operations Manual, Chapter 3, Section 2), TMA will assign an 8 digit CLIN/ASAP Account Number to draw funds from as checks clear the non-financially underwritten bank account(s).		
CODE/VALUE SPECIFICATIONS N/A			
ALGORITHM	Chapter 2, Section 1.1, paragraph 5.0 . provides instructions on how to assign TED Records to the Accrual Fund.		
SUBORDINATE AND/OR GROUP ELEMENTS			
SUBORDINATE	GROUP		
N/A	VOUCHER NUMBER		
NOTES AND SPECIAL INSTRUCTIONS:			
¹ For Header Type Indicator '0' or '9', Batch/Voucher CLIN/ASAP Account Number can only be zero filled.			
² For Header Type Indicator '5' or '6', contractor must have "opened" CLIN/ASAP Accounts with TMA, Contract Resource Management (CRM) per TRICARE Operations Manual (TOM), Chapter 3, Section 2 .			
CLIN based CLIN/ASAP Account Numbers are used for Invoicing (via the TED Record) the Cost Reimbursement Benefit CLINS (positions 1 thru 6 of the CLIN/ASAP Account Number shall equal the benefit contract CLIN or sub-CLIN you are invoicing), ASAP based CLIN/ASAP Account Numbers are used for the reporting of 'pass thru' costs.			

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ELEMENT NAME: BATCH/VOUCHER DATE

RECORDS/LOCATOR NUMBERS

RECORD NAME	LOCATOR#	OCCURRENCES	REQUIRED
Header	0-030	1	Yes

PRIMARY PICTURE (FORMAT) Seven (7) alphanumeric characters, YYYYDDD.

DEFINITION Date the contractor first created the batch/voucher for transmission to TMA. This date will not change through the resubmission process.

CODE/VALUE SPECIFICATIONS	YYYY	4 digit calendar year
	DDD	3 digit Julian date

ALGORITHM N/A

SUBORDINATE AND/OR GROUP ELEMENTS

SUBORDINATE	GROUP
N/A	BATCH/VOUCHER NUMBER

NOTES AND SPECIAL INSTRUCTIONS:

N/A

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DATA ELEMENT DEFINITION

ELEMENT NAME: BATCH/VOUCHER IDENTIFIER

RECORDS/LOCATOR NUMBERS

RECORD NAME	LOCATOR#	OCCURRENCES	REQUIRED
Header	0-015	1	Yes

PRIMARY PICTURE (FORMAT) One (1) alphanumeric character.

DEFINITION Identifies the type of records submitted in the batch/voucher.

CODE/VALUE SPECIFICATIONS	3	Provider (Batch Only)
	4	Pricing (Batch Only)
	5	Institutional/Non-Institutional (Batch/Voucher)

ALGORITHM N/A

SUBORDINATE AND/OR GROUP ELEMENTS

SUBORDINATE	GROUP
N/A	CONTRACT IDENTIFIER

NOTES AND SPECIAL INSTRUCTIONS:

N/A

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ELEMENT NAME: BATCH/VOUCHER NUMBER

RECORDS/LOCATOR NUMBERS

RECORD NAME	LOCATOR#	OCCURRENCES	REQUIRED
Header	0-020	1	Yes

PRIMARY PICTURE (FORMAT) Group

DEFINITION Field containing multiple elements that uniquely identify the batch/voucher.

CODE/VALUE SPECIFICATIONS N/A

ALGORITHM N/A

SUBORDINATE AND/OR GROUP ELEMENTS

SUBORDINATE	GROUP
BATCH/VOUCHER ASAP ACCOUNT NUMBER	CONTRACT IDENTIFIER
BATCH/VOUCHER DATE	
BATCH/VOUCHER SEQUENCE NUMBER	
BATCH/VOUCHER RESUBMISSION NUMBER	

NOTES AND SPECIAL INSTRUCTIONS:

N/A

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ELEMENT NAME: BATCH/VOUCHER RESUBMISSION NUMBER

RECORDS/LOCATOR NUMBERS

RECORD NAME	LOCATOR#	OCCURRENCES	REQUIRED
Header	0-040	1	Yes

PRIMARY PICTURE (FORMAT) Two (2) alphanumeric characters.

DEFINITION Identifies the number of submissions for the batch/voucher.

CODE/VALUE SPECIFICATIONS N/A

ALGORITHM Set initial submission batch/voucher to 00 and increment by one (1) with each resubmission of rejected TED Records. Do **not** increment if resubmitting a batch/voucher that failed batch/voucher header edits.

SUBORDINATE AND/OR GROUP ELEMENTS

SUBORDINATE	GROUP
N/A	BATCH/VOUCHER NUMBER

NOTES AND SPECIAL INSTRUCTIONS:

N/A

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DATA ELEMENT DEFINITION

ELEMENT NAME: BATCH/VOUCHER SEQUENCE NUMBER

RECORDS/LOCATOR NUMBERS

RECORD NAME	LOCATOR#	OCCURRENCES	REQUIRED
Header	0-035	1	Yes

PRIMARY PICTURE (FORMAT) Two (2) alphanumeric characters.

DEFINITION A sequential number assigned by the contractor to uniquely identify the batch/voucher. Once assigned, the number remains with the batch/voucher through resubmission process if applicable.

CODE/VALUE SPECIFICATIONS N/A

ALGORITHM Set initial sequence number to 01 and increment by one (1) for each subsequent batch/voucher for that date. Do not "reuse" sequence number within Contract Identifier.

SUBORDINATE AND/OR GROUP ELEMENTS

SUBORDINATE	GROUP
N/A	BATCH/VOUCHER NUMBER

NOTES AND SPECIAL INSTRUCTIONS:

Batch/Voucher Sequence Number will not be duplicated for that date (i.e., once sequence number 01 has been assigned to a batch or voucher it cannot be assigned to any other batch or voucher for that day).

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DATA ELEMENT DEFINITION

ELEMENT NAME: CONTRACT IDENTIFIER

RECORDS/LOCATOR NUMBERS

RECORD NAME	LOCATOR#	OCCURRENCES	REQUIRED
Header	0-005	1	Yes

PRIMARY PICTURE (FORMAT) Group

DEFINITION Field containing multiple elements that uniquely identify each batch/voucher of records submitted by the contractor.

CODE/VALUE SPECIFICATIONS N/A

ALGORITHM N/A

SUBORDINATE AND/OR GROUP ELEMENTS

SUBORDINATE	GROUP
CONTRACT NUMBER	N/A
BATCH/VOUCHER IDENTIFIER	
BATCH/VOUCHER NUMBER	

NOTES AND SPECIAL INSTRUCTIONS:

N/A

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DATA ELEMENT DEFINITION

ELEMENT NAME: CONTRACT NUMBER

RECORDS/LOCATOR NUMBERS

RECORD NAME	LOCATOR#	OCCURRENCES	REQUIRED
Header	0-010	1	Yes

PRIMARY PICTURE (FORMAT) Thirteen (13) alphanumeric characters.

DEFINITION The unique 13 digit contract number assigned to a contract.

CODE/VALUE SPECIFICATIONS N/A

ALGORITHM N/A

SUBORDINATE AND/OR GROUP ELEMENTS

SUBORDINATE	GROUP
N/A	CONTRACT IDENTIFIER

NOTES AND SPECIAL INSTRUCTIONS:

N/A

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DATA ELEMENT DEFINITION

ELEMENT NAME: **FUND ACCOUNTING**

RECORDS/LOCATOR NUMBERS

RECORD NAME	LOCATOR#	OCCURRENCES	REQUIRED
Header	0-065	1	Yes ¹
PRIMARY PICTURE (FORMAT)	Ten (10) signed numeric digits including two (2) decimal places.		
DEFINITION	This field contains the total Government drug cost dollars dispensed by the contractor.		
CODE/VALUE SPECIFICATIONS	N/A		
ALGORITHM	N/A		
SUBORDINATE AND/OR GROUP ELEMENTS			
SUBORDINATE			GROUP
N/A			N/A

NOTES AND SPECIAL INSTRUCTIONS:

¹ Required for Mail Order Pharmacy must be zero filled for all others.

NOTE: For Mail Order Pharmacy Records the FUND ACCOUNTING Must equal the sum of (AMOUNT ALLOWED BY PROCEDURE CODE minus AMOUNT BILLED BY PROCEDURE CODE) for all included records.

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DATA ELEMENT DEFINITION

ELEMENT NAME: HEADER TYPE INDICATOR

RECORDS/LOCATOR NUMBERS

RECORD NAME	LOCATOR#	OCCURRENCES	REQUIRED
Header	0-001	1	Yes

PRIMARY PICTURE (FORMAT) One (1) alphanumeric character.

DEFINITION Code to indicate whether the record is a batch header or voucher header, and whether a voucher contains admin rate eligible records.

CODE/VALUE SPECIFICATIONS		
	0	Batch Header (used on all provider and pricing batches, and for institutional/non-institutional non-admin claim rate TED records).
	5	Voucher Header (used only for institutional/non-institutional non-admin claim rate eligible TED records).
	6	Voucher Header (used only for institutional/non-institutional admin claim rate eligible TED records).
	9	Batch Header (institutional/non-institutional admin claim rate eligible TED records).

ALGORITHM N/A

SUBORDINATE AND/OR GROUP ELEMENTS

SUBORDINATE	GROUP
N/A	N/A

NOTES AND SPECIAL INSTRUCTIONS:

Contractors are responsible for ensuring claims are submitted under the correct Header Type Indicator when billing Administrative CLINs on a TED record. TED records shall be submitted under the correct Header Type Indicator in order to receive and retain Administrative CLIN payment(s). Refer to TRICARE Operations Manual (TOM), Chapter 3, Section 9, for guidance on using this field to invoice Administrative CLINs.

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DATA REQUIREMENTS - HEADER RECORD DATA

DATA ELEMENT DEFINITION

ELEMENT NAME: INITIAL TRANSMISSION DATE (TMA DERIVED)

RECORDS/LOCATOR NUMBERS

RECORD NAME	LOCATOR#	OCCURRENCES	REQUIRED
Header	0-055	1	Yes ¹

PRIMARY PICTURE (FORMAT) Eight (8) numeric characters, YYYYMMDD.

DEFINITION The Initial Transmission Date will be the date the contractor transmitted the voucher to TMA.

1. **Voucher:** Once submission 00 has cleared, the Initial Transmission Received date **cannot** change, since this will be the date that TMA obligates the non-financially underwritten money and the date that will appear on the checks being issued to the providers/beneficiaries.
2. **Batch:** This field will be zero filled.

CODE/VALUE SPECIFICATIONS	YYY	4 digit calendar year
	MM	2 digit calendar month
	DD	2 digit calendar day

ALGORITHM N/A

SUBORDINATE AND/OR GROUP ELEMENTS

SUBORDINATE	GROUP
N/A	N/A

NOTES AND SPECIAL INSTRUCTIONS:

¹ Contractor must leave this field blank. Data will be populated and maintained by TMA.

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DATA ELEMENT DEFINITION

ELEMENT NAME: TMA BATCH/VOUCHER PROCESSING DATE (TMA DERIVED)

RECORDS/LOCATOR NUMBERS

RECORD NAME	LOCATOR#	OCCURRENCES	REQUIRED
Header	0-060	1	No ¹
PRIMARY PICTURE (FORMAT) Eight (8) numeric characters, YYYYMMDD.			
DEFINITION The date the batch/voucher was processed by TMA.			
CODE/VALUE SPECIFICATIONS	YYYY	4 digit calendar year	
	MM	2 digit calendar month	
	DD	2 digit calendar day	

ALGORITHM N/A

SUBORDINATE AND/OR GROUP ELEMENTS

SUBORDINATE	GROUP
N/A	N/A

NOTES AND SPECIAL INSTRUCTIONS:

¹ Contractor must leave this field blank. Data will be populated by TMA.

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DATA REQUIREMENTS - HEADER RECORD DATA

DATA ELEMENT DEFINITION

ELEMENT NAME: TOTAL AMOUNT PAID

RECORDS/LOCATOR NUMBERS

RECORD NAME	LOCATOR#	OCCURRENCES	REQUIRED
Header	0-050	1	Yes ¹

PRIMARY PICTURE (FORMAT) Twelve (12) signed numeric digits including two (2) decimal places.

DEFINITION This field contains the total benefit dollars paid by the contractor and the interest paid for the TED Records contained in either the batch or voucher.

CODE/VALUE SPECIFICATIONS N/A

ALGORITHM N/A

SUBORDINATE AND/OR GROUP ELEMENTS

SUBORDINATE	GROUP
N/A	N/A

NOTES AND SPECIAL INSTRUCTIONS:

¹ Must be zero filled for Provider and Pricing file batch header records.

NOTE: For Mail Order Pharmacy Records the **TOTAL AMOUNT PAID** must equal **AMOUNT PAID BY GOVERNMENT CONTRACTOR BY PROCEDURE CODE** for all included records.

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DATA ELEMENT DEFINITION

ELEMENT NAME: TOTAL NUMBER OF RECORDS

RECORDS/LOCATOR NUMBERS

RECORD NAME	LOCATOR#	OCCURRENCES	REQUIRED
Header	0-045	1	Yes

PRIMARY PICTURE (FORMAT) Seven (7) numeric digits.

DEFINITION Total number of records submitted in the batch or voucher, exclusive of the header and trailer records. (Refer to [Chapter 2, Section 2.2](#))

CODE/VALUE SPECIFICATIONS N/A

ALGORITHM N/A

SUBORDINATE AND/OR GROUP ELEMENTS

SUBORDINATE	GROUP
N/A	N/A

NOTES AND SPECIAL INSTRUCTIONS:

N/A