

**Illinois**

Implementation Guide  
For  
**E**lectronic  
**D**ata  
**I**nterchange

Transaction Set

**Version 4010**

**248**

**Write-Offs**

Version 1.02 • June 12, 2000

# 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.

## Heading:

	<u>Pos. No.</u>	<u>Seg. ID</u>	<u>Name</u>	<u>Req. Des.</u>	<u>Max.Use</u>	<u>Loop Repeat</u>	<u>Notes and Comments</u>
Must Use	010	ST	Transaction Set Header	M	1		
Must Use	020	BHT	Beginning of Hierarchical Transaction	M	1		
LOOP ID - NM1						2	
Must Use	030	NM1	Individual or Organizational Name	M	1		n1

## Detail:

	<u>Pos. No.</u>	<u>Seg. ID</u>	<u>Name</u>	<u>Req. Des.</u>	<u>Max.Use</u>	<u>Loop Repeat</u>	<u>Notes and Comments</u>
LOOP ID - HL						>1	
Must Use	010	HL	Hierarchical Level	M	1		n2
Must Use	020	NM1	Individual or Organizational Name	M	1		n3
	060	REF	Reference Identification	O	>1		
	110	BAL	Balance Detail	O	1		
LOOP ID - DTP						>1	
	120	DTP	Date or Time or Period	O	1		
Must Use	180	SE	Transaction Set Trailer	M	1		

## Transaction Set Notes

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

**Data Element Summary**

	<u>Ref.</u> <u>Des.</u>	<u>Data</u> <u>Element</u>	<u>Name</u>	<u>Attributes</u>
Must Use	ST01	143	<b>Transaction Set Identifier Code</b> Code uniquely identifying a Transaction Set	<b>M ID 3/3</b>
			248 Account Assignment/Inquiry and Service/Status	
Must Use	ST02	329	<b>Transaction Set Control Number</b> Identifying control number that must be unique within the transaction set functional group assigned by the originator for a transaction set	<b>M AN 4/9</b>

**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:**

**Data Element Summary**

	<u>Ref. Des.</u>	<u>Data Element</u>	<u>Name</u>	<u>Attributes</u>
Must Use	BHT01	1005	<b>Hierarchical Structure Code</b> 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	M ID 4/4
Must Use	BHT02	353	<b>Transaction Set Purpose Code</b> Code identifying purpose of transaction set 22 Information Copy	M ID 2/2
	BHT03	127	<b>Reference Identification</b> Reference information as defined for a particular Transaction Set or as specified by the Reference Identification Qualifier Unique Number	O AN 1/30
	BHT04	373	<b>Date</b> Date expressed as CCYYMMDD	O DT 8/8
	BHT06	640	<b>Transaction Type Code</b> Code specifying the type of transaction Refer to 004010 Data Element Dictionary for acceptable code values.	O ID 2/2

**Segment:** **NM1** Individual or Organizational Name  
**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.

**Data Element Summary**

	<u>Ref. Des.</u>	<u>Data Element</u>	<u>Name</u>	<u>Attributes</u>
Must Use	NM101	98	<b>Entity Identifier Code</b> Code identifying an organizational entity, a physical location, property or an individual 8S Consumer Service Provider (CSP) SJ Service Provider Identifies name and address information as pertaining to a service provider for which billing is being rendered	<b>M ID 2/3</b>
Must Use	NM102	1065	<b>Entity Type Qualifier</b> Code qualifying the type of entity 2 Non-Person Entity	<b>M ID 1/1</b>
	NM103	1035	<b>Name Last or Organization Name</b> Individual last name or organizational name RES or DSP name.	<b>O AN 1/35</b>
	NM108	66	<b>Identification Code Qualifier</b> 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	<b>X ID 1/2</b>
	NM109	67	<b>Identification Code</b> Code identifying a party or other code DUNS Number	<b>X AN 2/80</b>

**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.

**Data Element Summary**

	<u>Ref. Des.</u>	<u>Data Element</u>	<u>Name</u>	<u>Attributes</u>
Must Use	HL01	628	<b>Hierarchical ID Number</b> A unique number assigned by the sender to identify a particular data segment in a hierarchical structure	M AN 1/12
Must Use	HL03	735	<b>Hierarchical Level Code</b> Code defining the characteristic of a level in a hierarchical structure	M ID 1/2
			24 Supergroup	

**Segment:** **NM1** Individual or Organizational Name  
**Position:** 020  
**Loop:** HL Mandatory  
**Level:** Detail  
**Usage:** Mandatory  
**Max Use:** 1  
**Purpose:** To supply the full name of an individual or organizational entity

**Semantic Notes:** 1 NM102 qualifies NM103.  
**Comments:** 1 NM110 and NM111 further define the type of entity in NM101.

**Data Element Summary**

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

**Segment:** **REF** Reference Identification  
**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.

**Data Element Summary**

	<u>Ref. Des.</u>	<u>Data Element</u>	<u>Name</u>	<u>Attributes</u>
Must Use	REF01	128	<b>Reference Identification Qualifier</b> Code qualifying the Reference Identification 12 Billing Account Account number under which billing is rendered	M ID 2/3
	REF02	127	<b>Reference Identification</b> Reference information as defined for a particular Transaction Set or as specified by the Reference Identification Qualifier DSP Customer Account Number	X AN 1/30

**Segment:** **BAL** Balance Detail  
**Position:** 110  
**Loop:** HL Mandatory  
**Level:** Detail  
**Usage:** Optional  
**Max Use:** 1  
**Purpose:** To identify the specific monetary balances associated with a particular account  
**Syntax Notes:**  
**Semantic Notes:**  
**Comments:**

**Data Element Summary**

	<b>Ref. Des.</b>	<b>Data Element</b>	<b>Name</b>	<b>Attributes</b>
Must Use	BAL01	951	<b>Balance Type Code</b> Code indicating the type of balance CD Cycle to Date Denotes balance data associated with defined periods	M ID 1/2
Must Use	BAL02	522	<b>Amount Qualifier Code</b> Code to qualify amount BD Balance Due	M ID 1/3
Must Use	BAL03	782	<b>Monetary Amount</b> Monetary amount Charge off amount	M R 1/18

**Segment:** **DTP** Date or Time or Period  
**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:**

**Data Element Summary**

	<u>Ref.</u> <u>Des.</u>	<u>Data</u> <u>Element</u>	<u>Name</u>	<u>Attributes</u>
Must Use	DTP01	374	<b>Date/Time Qualifier</b> Code specifying type of date or time, or both date and time 630 Account Closed 814 Payment Due Date	M ID 3/3
Must Use	DTP02	1250	<b>Date Time Period Format Qualifier</b> Code indicating the date format, time format, or date and time format D8 Date Expressed in Format CCYYMMDD	M ID 2/3
Must Use	DTP03	1251	<b>Date Time Period</b> Expression of a date, a time, or range of dates, times or dates and times If DTP01 = "814" then enter Last due date. If DTP01 = "630" then enter Charge Off date.	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.

**Data Element Summary**

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

<b>PURPOSE:</b> The purpose of the 248 is to write off charges to the non-billing party that the billing party will no longer be attempting to collect.	
<b>SCENARIO:</b> DSP sends a 248 to the ARES in a Utility Consolidated Billing scenario.	
<b>TRANSACTION:</b>	
ST~248~000000001	Transaction is an 248, Control Number is 000000001.
BHT~0057~22~1999-07-02-09.49.39~19990702	Transaction is to notify non billing party that the billing party will no longer pursue collection activities with this customer, unique transaction id is 1999-07-02-09.49.39, transaction was created 07/02/1999.
NM1~8S~2~DSP NAME~~~~~1~123456789	Utility qualifier, utility name, DUNS qualifier, DUNS number
NM1~SJ~SUPPLIER NAME~~~~~1~987654321	Supplier qualifier, supplier name, DUNS qualifier, DUNS number
HL~000000000001~~24	Hierarchical ID number, indicates debtor is a customer
NM1~D4~3~CUSTOMER NAME	Debtor qualifier, debtor name
REF~12~1234567890	Debtor account number qualifier, debtor account number
BAL~CD~BD~10000	Balance due indicator, balance being written off
DTP~814~D8~19990624	Last due date indicator, most recent due date prior to write off
DTP~630~D8~19990624	Account closed indicator, date write off by the utility occurred
SE~11~000000001	