



**CORE Benefit Enrollment and Maintenance (834)  
Infrastructure Rule**

**Version BE.3.0**

**December 2023**

**CAQH Committee on Operating Rules for Information Exchange (CORE)  
Benefit Enrollment and Maintenance (834) Infrastructure Rule vBE.3.0**

**Revision History for CORE Benefit Enrollment and Maintenance (834) Infrastructure Rule**

<b>Version</b>	<b>Revision</b>	<b>Description</b>	<b>Date</b>
4.0.0	Major	Phase IV CAQH CORE 834 Benefit Enrollment Rule balloted and approved via CAQH CORE Voting Process	September 2015
BE.1.0	Minor	<ul style="list-style-type: none"> <li>• Non-substantive adjustments to support re-organization of operating rules into rule sets organized by business transaction (e.g., Eligibility &amp; Benefits, Claim Status, etc.) rather than phase (e.g., Phase I, II, etc.) as approved by the CORE Board in 2019.</li> <li>• Operating rule naming, versioning and numbering methodologies updated to align with business transaction-based rule sets.</li> </ul>	May 2020
BE.2.0	Major	<ul style="list-style-type: none"> <li>• Substantive updates to system availability requirements to align with current business needs.</li> <li>• Update Connectivity reference to align with the most recently published and CAQH CORE adopted version of the CAQH CORE Connectivity Rule.</li> <li>• Additional non-substantive adjustments for clarity.</li> </ul>	April 2022
BE.3.0	Major	<ul style="list-style-type: none"> <li>• Added companion guide requirements to complement Benefit Enrollment and Maintenance Data Content Rule.</li> <li>• Additional non-substantive adjustments for clarity.</li> </ul>	December 2023

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## CAQH Committee on Operating Rules for Information Exchange (CORE) Benefit Enrollment and Maintenance (834) Infrastructure Rule vBE.3.0

### 1. Background Summary

The CORE Benefit Enrollment and Maintenance (834) Infrastructure Rule addresses the HIPAA-mandated Benefit Enrollment and Maintenance Transaction (hereafter referenced as X12 v5010X220 834). The infrastructure requirements presented in this rule align with requirements in the CORE Claims Status (276/277), Eligibility & Benefits (270/271), and Payment & Remittance (835) Infrastructure Operating Rules, allowing industry to generalize and leverage existing investments to conform with these requirements.

The infrastructure rule applies to the conduct of the X12 v5010X220 834, the X12 v5010X231 Implementation Acknowledgment for Health Care Insurance (999) transaction and all associated errata (hereafter referred to as X12 v5010X231 999), and benefits industry in the conduct of the X12 v5010X220 834 through:

- Increased consistency and automation across entities.
- Reduced administrative costs.
- More efficient workflows.
- Reduced staff time for phone inquiries.
- Enhanced revenue cycle management.

The inclusion of this CORE Benefit Enrollment (834) Infrastructure Rule for the X12 v5010X220 834 facilitates access to the HIPAA-mandated administrative transactions, and encourages all HIPAA-covered entities, business associates, intermediaries, and vendors to build on and extend the infrastructure they have established for other business transactions.

#### 1.1. Affordable Care Act Mandates

This CORE Rule is part of a set of rules that address requirements in Section 1104 of the Affordable Care Act (ACA). Section 1104 contains an industry mandate for the use of operating rules to support implementation of the HIPAA standards. Using successful, yet voluntary, national industry efforts as a guide, Section 1104 defines operating rules as “the necessary business rules and guidelines for the electronic exchange of information that are not defined by a standard or its implementation specifications.” As such, operating rules build upon existing healthcare transaction standards.

CORE is [designated by the Secretary of HHS](#) as the Operating Rule Authoring Entity for the HIPAA-mandated administrative transactions. CORE Operating Rules addressing eligibility & benefits, claim status, and payment & remittance are federally mandated.<sup>1</sup>

### 2. Issue to Be Addressed and Business Requirement Justification

Health plan issuers and trading partners use multiple connectivity methods and file formats depending on their relationship; a fact confirmed during the initial development of this rule by the CORE Benefit Enrollment and Maintenance/Premium Payment Subgroup. Industry stakeholders who participated in this Subgroup indicated the proliferation of various file formats based on health plan issuer preference, which included cumbersome proprietary and manual processes.

By promoting consistent connectivity methods and the use of the HIPAA-mandated transaction standard between health plan issuers and their trading partners, manual processes for benefit enrollment and maintenance can be reduced and electronic transaction usage increased. Defining acceptable use of response times, appropriate Batch and Real Time acknowledgements, system availability, and requiring entities that publish a Companion Guide in a common standard format aid in

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<sup>1</sup> As of December 2023.

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43 establishing expectations and requirements for transaction processing and assist with industry  
44 adoption of the X12 v5010X220 834 transaction.

45 In 2023, emerging considerations surrounding the development of a new CORE Benefit Enrollment and  
46 Maintenance (X12 v5010X220 834) Data Content Rule justified updates to infrastructure requirements  
47 that support the secure and transparent exchange and use of socio-demographic information. These  
48 updates are primarily reflected in the inclusion of language in the transaction-specific Companion  
49 Guide indicating the collection, exchange, and use of potentially sensitive information.

50 When facilitating the collection of potentially sensitive socio-demographic information, special care  
51 must be taken to ensure its security and accuracy in representing a member’s personal experience.  
52 Best practices for collection, identified by CORE Participants, are included in §2.3. of the associated  
53 CORE Benefit Enrollment and Maintenance Data Content Rule. That content is additionally available  
54 as a standalone document [here](#). CORE encourages implementers to reference these resources as  
55 they consider the exchange of this important, sensitive information.

56 Aligned with the suite of CORE Infrastructure Rules, the Benefit Enrollment and Maintenance  
57 Infrastructure Rule includes the following requirements:

- 58 • Real Time exchange of eligibility transactions within 20 seconds or less.
- 59 • The consistent use of the X12 v5010X231 999<sup>2</sup> for both Real Time and Batch exchanges.
- 60 • 90% system availability of a HIPAA-covered health plan’s eligibility processing system  
61 components over a calendar week.
- 62 • Use of the public internet for connectivity.
- 63 • Use of CORE Companion Guide Template for format and flow of Companion Guides for entities  
64 that issue them.

66 During the initial development of the CORE Benefit Enrollment (834) Infrastructure Rule, CORE used  
67 discussions, research, and straw poll results to determine which infrastructure requirements should  
68 be applied to the exchange of the X12 v5010X220 834 transaction. The table below lists the  
69 infrastructure requirements incorporated into this rule in §4.

Infrastructure Requirements for the X12 v5010X220 834 Transaction	
CORE Infrastructure Requirement Description	Apply to CORE Benefit Enrollment Infrastructure Rule for the X12 v5010X220 834
Processing Mode*	Y
Connectivity	Y
System Availability	Y
Real Time Processing Mode Response Time	Y
Batch Processing Mode Response Time	Y
Real Time Acknowledgements	Y
Batch Acknowledgements	Y
Companion Guide	Y
<p><b>*Note:</b> The CORE Benefit Enrollment and Maintenance (834) Infrastructure Rule vBE.3.0 explicitly clarifies processing mode requirements. In previous rule sets this requirement was not <b>explicit enough</b>, resulting in questions from implementers. The CORE Connectivity Rule specifies the processing mode(s) that must be supported for each applicable transaction.</p>	

<sup>2</sup> The use of the ASC X12 TA1 Interchange Acknowledgement is not specifically addressed by the CORE Operating Rules. The A1 errata to Appendix C.1 of the ASC X12 999 provides industry guidance for the use of the TA1.

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70 This CORE Benefit Enrollment (834) Infrastructure Rule defines the specific requirements that HIPAA-  
71 covered health plans or their agents<sup>3</sup> must satisfy. As with all CORE Operating Rules, these  
72 requirements are intended as a base or minimum set of requirements, and it is expected that many  
73 entities will go beyond these requirements as they work towards the goal of administrative  
74 interoperability. This CORE Benefit Enrollment (834) Infrastructure Rule requires that HIPAA-covered  
75 health plans or their agents make appropriate use of the standard acknowledgements, support the  
76 CORE Connectivity requirements, and use the CORE Companion Guide Template when publishing  
77 their X12 v5010X220 834 Companion Guide.

78 By applying these CORE infrastructure requirements to the conduct of the X12 v5010X220 834  
79 transactions, this CORE Benefit Enrollment (834) Infrastructure Rule helps provide the information  
80 that is necessary to electronically process a benefit enrollment or maintenance submission uniformly  
81 and consistently and thus reduce the cost of today's proprietary transaction processes.

82 It is understood that applying the CORE infrastructure requirements to the exchange of the X12  
83 v5010X220 834 transaction does not address the industry's transaction data content needs but rather  
84 establishes an electronic "highway".

85 **3. Scope**

86 **3.1. What the Rule Applies To**

87 This CORE Benefit Enrollment (834) Infrastructure Rule applies to the conduct of the HIPAA-  
88 mandated X12 v5010X220 834 transaction.

89 **3.2. When the Rule Applies**

90 This CORE Benefit Enrollment (834) Infrastructure Rule applies when a HIPAA-covered health plan or  
91 its agent uses, conducts, or processes the X12 v5010X220 834 transaction.

92 **3.3. Outside the Scope of This Rule**

93 This rule does not address any data content requirements of the X12 v5010X220 834 transaction. This  
94 CORE Benefit Enrollment (834) Infrastructure Rule applicable to benefit enrollment and maintenance is  
95 related to improving access to the transaction and **not to** addressing content requirements.

96 This rule does not address requirements for the use of the X12 v5010 834 transaction by the ACA  
97 Federal or state Health Information Exchanges (HIX).

98 **3.4. Maintenance of This Rule**

99 Should implementation of this rule be required via Federal regulation, any substantive updates to the rule  
100 (i.e., change to rule requirements) will be made in alignment with Federal processes for updating versions  
101 of the operating rules.

102 **3.5. How the Rule Relates to Other CORE Rule Sets**

103 The CORE Benefit Enrollment and Maintenance (834) Infrastructure Rule aligns with the HIPAA-  
104 mandated requirements in the Eligibility & Benefits (270/271) Infrastructure Rule, CORE Claim Status  
105 (276/277) Infrastructure Rule, and the CORE Payment & Remittance (835) Infrastructure Rule. Aligning  
106 requirements allows industry stakeholders to leverage their investment in conforming to the mandated  
107 rules.

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<sup>3</sup> One who agrees and is authorized to act on behalf of another, a principal, to legally bind an individual in particular business transactions with third parties pursuant to an agency relationship. Source: West's Encyclopedia of American Law, edition 2. Copyright 2008 The Gale Group, Inc. All rights reserved.

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108 The CORE Benefit Enrollment (834) Infrastructure Rule further adds to the CORE infrastructure rule  
109 requirements by specifying the use of the X12 v5010X231 999 and the CORE infrastructure requirements  
110 when conducting the X12 v5010X220 834 transaction.

111 As with other CORE Operating Rules, general CORE policies also apply to CORE Benefit Enrollment  
112 Operating Rules and will be outlined in the CORE Benefit Enrollment Operating Rule Set.

113 This rule supports the CORE Guiding Principles that CORE Operating Rules will not be based on the  
114 least common denominator but rather will encourage feasible progress, and that CORE Operating Rules  
115 are a floor and not a ceiling, i.e., entities can go beyond the CORE Benefit Enrollment Operating Rule  
116 Set.

117 **3.6. Assumptions**

118 A goal of this rule is to adhere to the principles of electronic data interchange (EDI) in assuring that  
119 transactions sent are accurately received and to facilitate correction of errors for electronically submitted  
120 benefit enrollment and maintenance transactions.

121 The following assumptions apply to this rule:

- 122 • A successful communication connection has been established.
- 123 • This rule is a component of the larger set of CORE Operating Rules; as such, all the CORE  
124 Guiding Principles apply to this rule and all other rules.
- 125 • This rule is not a comprehensive companion document addressing any content requirements of  
126 the X12 v5010X220 834 or the X12 v5010231 999 transactions.
- 127 • Compliance with all CORE Operating Rules is a minimum requirement; any entity is free to offer  
128 more than what is required in the rule.

129 **3.7. Abbreviations and Definitions Used in This Rule**

- 130 • **Batch (Batch Mode, Batch Processing Mode)<sup>4</sup>:** Batch Mode is when the initial (first)  
131 communications session is established and maintained open and active only for the time required  
132 to transfer a batch file of one or more transactions. A separate (second) communications session  
133 is later established and maintained open and active for the time required to acknowledge that the  
134 initial file was successfully received and/or to retrieve transaction responses.

135 Batch Mode/Batch Processing Mode is also considered to be an asynchronous processing mode,  
136 whereby the associated messages are chronologically and procedurally decoupled. In a request-  
137 response interaction, the client agent can process the response at some indeterminate point in  
138 the future when its existence is discovered. Mechanisms to implement this capability may include  
139 polling, notification by receipt of another message, receipt of related responses (as when the  
140 request receiver "pushes" the corresponding responses back to the requestor), etc.

141 Batch Mode/Batch Processing Mode is from the perspective of both the request initiator and the  
142 request responder. If a Batch (asynchronous) request is sent via intermediaries, then such  
143 intermediaries may, or may not, use Batch Processing Mode to further process the request.

- 144 • **Processing Mode:** Refers to when the payload of the connectivity message envelope is  
145 processed by the receiving system, i.e., in Real Time or in Batch mode.
- 146
- 147 • **Real Time (Real Time Mode, Real Time Processing Mode)<sup>5</sup>:** Real Time Mode is when an entity  
148 is required to send a transaction and receive a related response within a single communications  
149 session, which is established and maintained as **open** and active until the required response is  
150 received by the entity initiating that session. Communication is complete when the session is  
151 closed. Real Time Mode/Real Time Processing Mode is also considered to be a synchronous  
152 processing mode. Real Time Mode/Real Time Processing Mode is from the perspective of both  
153 the request initiator and the request responder.

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<sup>4</sup> Ibid

<sup>5</sup> See Phase I CAQH CORE Glossary: <http://www.caqh.org/sites/default/files/core/phase-i/reference/PIGlossary.pdf>.

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- **Safe Harbor:** A “Safe Harbor” is generally defined as a statutory or regulatory provision that provides protection from a penalty or liability.<sup>6</sup> In many IT-related initiatives, a safe harbor describes a set of standards/guidelines that allow for an “adequate” level of assurance when business partners are transacting business electronically. The CORE Connectivity Safe Harbor requires the implementation of the CORE Connectivity Rule so that application vendors, providers, and health plans (or other information sources) can be assured the CORE Connectivity Rule will be supported by any trading partner. All entities must demonstrate the ability to implement connectivity as described in the most recent published and CORE adopted version of the CORE Connectivity Rule (hereafter referred to as CORE Connectivity Rule).
  - **Value-based Payment Terminology:** To understand concepts, terms, and methodologies used to navigate and administer value-based payment programs, CORE developed the CORE Framework for Semantic Interoperability in Value-based Payments.<sup>7</sup> Definitions included in the Framework apply to the terminology used in this operating rule and others containing references to value-based payment models. The CORE Benefit Enrollment and Maintenance Infrastructure Rule vBE.3.0 does not require the adoption of any term or concept included in The Framework.

171 **4. Rule Requirements**

172 **4.1. Benefit Enrollment and Maintenance Process Mode Requirements**

173 A HIPAA-covered health plan or its agent must implement the server requirements for Batch Processing  
174 Mode for the X12 v5010X220 834 transaction as specified in the CORE Connectivity Rule. Optionally, a  
175 HIPAA-covered health plan or its agent may elect to implement the server requirements for Real Time  
176 Processing Mode for the X12 v5010X220 834 transaction as specified in the CORE Connectivity Rule.

177 A HIPAA-covered health plan or its agent may also elect to implement the client requirements as  
178 specified in the CORE Connectivity Rule in addition to implementing the server requirements. When a  
179 HIPAA-covered health plan or its agent elects to implement the client requirements as specified in the  
180 CORE Connectivity Rule, it must comply with all requirements specified in §4.2-4.9 and 5, including  
181 all respective Subsections.

182 The CORE Connectivity Rule Real Time Processing Mode requirements are applicable when Real  
183 Time Processing Mode is offered for these transactions. The CORE Connectivity Rule Batch  
184 Processing Mode requirements are applicable when Batch Processing Mode is offered for these  
185 transactions.

186 A HIPAA-covered health plan or its agent conducting the X12 v5010X220 834 transaction is required to  
187 conform to the processing mode requirements specified in this Section regardless of any other  
188 connectivity modes and methods used between trading partners.

189 **4.2. Benefit Enrollment Maintenance Connectivity Requirements**

190 A HIPAA-covered entity or its agent must be able to support the CORE Connectivity Rule.

191 This connectivity rule addresses usage patterns for Real Time and Batch Processing Modes, the  
192 exchange of security identifiers, and communications-level errors and acknowledgements. It does not  
193 attempt to define the specific content of the message payload exchanges beyond declaring the formats  
194 that must be used between entities and that security information must be sent outside of the message  
195 envelope payload.

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<sup>6</sup> Merriam-Webster’s Dictionary of Law. Merriam-Webster, Inc., 28 May, 2007.  
<Dictionary.com <http://dictionary.reference.com/browse/safeharbor>>

<sup>7</sup> Version pending approval [here](#).



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196 All HIPAA-covered entities must demonstrate the ability to implement connectivity as described in  
197 CORE Connectivity Rule. The CORE Connectivity Rule is designed to provide a “Safe Harbor” that  
198 application vendors, providers, health plans, or other entities can be assured will be supported by any  
199 trading partner. Supported means that the entity is capable and ready at the time of the request by a  
200 trading partner to exchange data using the CORE Connectivity Rule. These requirements are not  
201 intended to require trading partners to remove existing connections that do not match the rule, nor are  
202 they intended to require that all trading partners must use this method for all new connections. CORE  
203 expects that in some technical circumstances, trading partners may agree to use different  
204 communication mechanism(s) and/or security requirements than those described by these  
205 requirements.

206 **4.3. Benefit Enrollment and Maintenance System Availability**

207 Many health plan issuers and their trading partners have a need to conduct benefit enrollment and  
208 maintenance transactions outside of the typical business day and business hours. Additionally, health  
209 plan issuers and their trading partners are now allocating staff resources to performing administrative  
210 and financial back-office activities on weekends and evenings. As a result, health plan issuers and  
211 their trading partners have a business need to be able to conduct enrollment and disenrollment  
212 transactions at any time.

213 On the other hand, health plan issuers have a business need to periodically take their benefit  
214 enrollment and maintenance processing and other systems offline in order to perform required system  
215 maintenance. This typically results in some systems not being available for timely processing of X12  
216 v5010X220 834 and X12 v5010X231 999 transactions on certain nights and weekends. This rule  
217 requirement addresses these conflicting needs.

218 **4.3.1. System Availability Requirements**

219 **4.3.1.1. Weekly System Availability Requirements**

220 System availability must be no less than 90 percent per calendar week for both Real Time and Batch  
221 Processing Modes. System is defined as all necessary components required to process an X12  
222 v5010X220 834 Benefit Enrollment and Maintenance transaction and an X12 v5010X231 999 transaction.  
223 Calendar week is defined as 12:01 a.m. Sunday to 12:00 a.m. the following Sunday. This will allow for a  
224 HIPAA-covered health plan or its agent to schedule system updates to take place within a maximum of 17  
225 hours per calendar week for regularly scheduled downtime.

226 **4.3.1.2. Quarterly System Availability Requirement**

227 A HIPAA-covered health plan or its agent may choose to use an additional 24 hours of scheduled system  
228 downtime per calendar quarter. System is defined as all necessary components required to process an  
229 X12 v5010X220 834 Benefit Enrollment and Maintenance transaction and a X12 v5010X231 999  
230 transaction. This will allow a HIPAA-covered health plan or its agent to schedule additional downtime for  
231 substantive system migration. This additional allowance in a system downtime is in excess of the  
232 allowable weekly system downtime specified in Section 4.3.1.1.

233 **4.3.2. Reporting Requirements**

234 **4.3.2.1. Scheduled Downtime**

235 A HIPAA-covered health plan or its agent must publish its regularly scheduled system downtime in  
236 an appropriate manner (e.g., on websites or in Companion Guides) such that the HIPAA-covered  
237 health plan's trading partners can determine the health plan's system availability so that staffing  
238 levels can be effectively managed.

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240                    **4.3.2.3.    Non-Routine Downtime**

241 For non-routine downtime (e.g., system upgrade), a HIPAA-covered health plan or its agent must  
242 publish the schedule of non-routine downtime at least one week in advance.

243                    **4.3.2.3.    Unscheduled Downtime**

244 For unscheduled/emergency downtime (e.g., system crash), a HIPAA-covered health plan or its  
245 agent are required to provide information within one hour of realizing downtime will be needed.

246                    **4.3.2.4.    No Response Required**

247 No response is required during scheduled, non-routine, or unscheduled downtime(s).

248                    **4.3.2.5.    Holiday Schedule**

249 Each HIPAA-covered health plan or its agent will establish its own holiday schedule and  
250 publish it in accordance with the rule requirements above.

251                    **4.4. Benefit Enrollment and Maintenance Real Time Processing Mode Response Time**  
252                    **Requirements**

253 *Maximum* response time for the receipt of an X12 v5010X231 999 transaction from the time of  
254 submission of an X12 v5010X220 834 must be 20 seconds when processing in Real Time Processing  
255 Mode.

256 Each HIPAA-covered entity or its agent must support this *maximum* response time requirement to ensure  
257 that at least 90 percent of all required responses are returned within the specified maximum response  
258 time as measured within a calendar month.

259 Each HIPAA-covered entity or its agent must capture, log, audit, match, and report the date  
260 (YYYYMMDD), time (HHMMSS), and control numbers from its own internal systems and the  
261 corresponding data received from its trading partners.

262 The recommended maximum response time between each participant in the transaction routing path is  
263 4 seconds or less per hop as long as the 20-second total roundtrip *maximum* requirement is met.

264 Each HIPAA-covered entity or its agent must support these response time requirements in this Section  
265 and other CORE Operating Rules regardless of the connectivity mode and methods used between  
266 trading partners.

267 The goal of this requirement is to adhere to the principles of EDI in assuring that transactions sent are  
268 accurately received and to facilitate the correction of errors in Functional Groups of X12 v5010X220 834  
269 transactions.

270 This requirement assumes a successful communication connection has been established.

271                    **4.5. Benefit Enrollment and Maintenance Real Time Processing Mode Acknowledgment**  
272                    **Requirements**

273 A HIPAA-covered health plan or its agent must return an X12 v5010X231 999 transaction to indicate  
274 that a Functional Group(s) or Transaction Set(s) is accepted, accepted with errors, or rejected and  
275 must report each error detected to the most specific level of detail supported by the X12 v5010X231  
276 999 transaction.

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278           **4.6. Benefit Enrollment and Maintenance Batch Processing Mode Response Time**  
279           **Requirements**

280       *Maximum* response time for availability of X12 v5010X231 999 transaction when processing an X12  
281       v5010X220 834 transaction submitted in Batch Processing Mode by 9:00 pm Eastern Time of a  
282       business day by a health plan sponsor or its agent must be no later than 7:00 am Eastern Time the  
283       third business day following submission.

284       A business day consists of the 24 hours commencing with 12:00 am (Midnight or 0000 hours) of each  
285       designated day through 11:59 pm (2359 hours) of that same designated day. The actual calendar  
286       day(s) constituting business days are defined by and at the discretion of each HIPAA-covered health  
287       plan or its agent.

288       Each HIPAA-covered entity or its agent must support this *maximum* response time requirement to ensure  
289       that at least 90 percent of all required responses are returned within the specified maximum response  
290       time as measured within a calendar month.

291       Each HIPAA-covered entity or its agent must capture, log, audit, match, and report the date  
292       (YYYYMMDD), time (HHMMSS) and control numbers from its own internal systems and the  
293       corresponding data received from its trading partners.

294       Each HIPAA-covered entity or its agent must support these response time requirements in this Section  
295       and other CORE Operating Rules regardless of the connectivity mode and methods used between  
296       trading partners.

297       The goal of this requirement is to adhere to the principles of EDI in assuring that transactions sent are  
298       accurately received and to facilitate correction of errors in Functional Groups of X12 v5010X220 834  
299       transactions.

300       This requirement assumes a successful communication connection has been established.

301           **4.7. Benefit Enrollment and Maintenance Batch Processing Mode Acknowledgement**  
302           **Requirements**

303       A HIPAA-covered health plan or its agent must return an X12 v5010X231 999 transaction for each  
304       Functional Group of X12 v5010X220 834 transactions:

- 305           • To indicate that the Functional Group(s) was either accepted, accepted with errors, or rejected.

306       AND

- 307           • To specify for each included X12 v5010X220 834 that the transaction set was either accepted,  
308           accepted with errors, or rejected.

309       The HIPAA-covered health plan or its agent must not return the X12 v5010X231 999 transaction during  
310       the initial communications session in which the X12 v5010X220 834 transaction is submitted.

311       When a Functional Group of X12 v5010X220 834 of transactions is either accepted with errors or  
312       rejected, the X12 v5010X231 999 transaction must report each error detected to the most specific level  
313       of detail supported by the X12 v5010X231 999 transaction.

314           **4.8. Elapsed Time for Enrollment System Processing of Received Benefit Enrollment Data**

315       A HIPAA-covered health plan or its agent must process the benefit enrollment and maintenance data  
316       by its enrollment application system within five business days following the successful receipt and  
317       validation of the data. In the context of this rule:

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- 318 • Successful Receipt means that the X12 v5010X220 834 transaction has not been rejected by the  
319 health plan or its agent's EDI management system.

320 AND

- 321 • Validation means that any data inconsistencies detected in an accepted X12 v5010X220 834  
322 transaction that would prevent accurate posting of that data to the health plan or its agent's  
323 internal enrollment application system have been resolved.

324 **4.9. Benefit Enrollment and Maintenance Companion Guide**

325 A HIPAA-covered health plan or its agent has the option of creating a "Companion Guide" that  
326 describes the specifics of how it will implement the HIPAA transactions. The Companion Guide is in  
327 addition to and supplements the X12 Technical Report Type 3 (TR3) Implementation Guide.

328 Currently HIPAA-covered health plans or their agents have independently created Companion  
329 Guides that vary in format and structure. Such variance can be confusing to trading partners who  
330 must review numerous Companion Guides along with the X12 TR3 Implementation Guides. To  
331 address this issue, CORE developed the CORE Companion Guide Template for health plans and  
332 their agents. Using this template, health plans and their agents can ensure that the structure of their  
333 Companion Guide is similar to other health plans' documents, making it easier for trading partners  
334 to find information quickly as they consult each health plan's document on these important industry  
335 EDI transactions.

336 Developed with input from multiple health plans, system vendors, provider representatives, and  
337 health care/HIPAA industry experts, this template organizes information into several simple Sections  
338 – General Information (Sections 1-9) and Transaction-Specific Information (Section 10) –  
339 accompanied by an appendix. Note that the Companion Guide template is presented in the form of  
340 an example from the viewpoint of a fictitious Acme Health Plan.

341 Although CORE believes that a standard template/common structure is desirable, it recognizes that  
342 different health plans may have different requirements. The CORE Companion Guide template  
343 gives health plans the flexibility to tailor the document to meet their particular needs.

344 **4.9.1. Requirements to Follow the Format and Flow of the CORE Companion Guide**  
345 **Template for HIPAA Transactions**

346 If a HIPAA-covered entity or its agent publishes a Companion Guide covering the X12 v5010X220  
347 834 transaction, the Companion Guide must follow the format/flow as defined in the CORE  
348 Companion Guide Template for HIPAA Transactions (CORE Companion Guide Template available  
349 [HERE](#)).

350 **NOTE:** This rule does not require any entity to modify any other existing Companion Guides that  
351 cover other HIPAA-mandated transaction implementation guides.

352 **4.9.2. Requirements to Include Language Disclosing Collection, Exchange, Processing,**  
353 **and Use of Socio-Demographic Information Collected at Enrollment or Renewal.**

354 Consistent with implementation of the requirements in the CORE Benefit Enrollment and  
355 Maintenance Data Content Operating Rule, a health plan or its agent must create language  
356 disclosing the purpose and use associated with the collection, exchange, and processing of socio-  
357 demographic information at member enrollment, renewal, or maintenance. Requirements in the  
358 CORE Benefit Enrollment and Maintenance Data Content Operating Rule require this information  
359 to be presented to members at the point of enrollment, renewal, or maintenance. Please reference  
360 that rule for detailed requirements.

361 To support the purposes of transparency and consent to disclosure, if a health plan or its agent  
362 publishes a Companion Guide covering the X12 v5010X220 834 transaction, the generated

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363 disclosure language must be included in the Companion Guide Appendix and appropriately appear  
364 in the table of contents to allow for ease of access.

365 **5. Conformance Requirements**

366 Conformance with this rule is considered achieved when all the required detailed step-by-step test scripts  
367 specified in the Benefit Enrollment and Maintenance CORE Certification Test Suite are successfully  
368 passed.

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