

# EDI Trading Partner Agreement



Workers' Compensation Claims Assistance Bureau/ Data Management Section

## ELECTRONIC DATA INTERCHANGE (EDI) TRADING PARTNER AGREEMENT

Objective: To initiate, implement and maintain First Reports of Injury (FROI) and Subsequent Reports (SROI) through electronic filing.

We, the undersigned, as representatives of our respective organizations, corporation, or governmental entity, do hereby agree to the following:

1. The Montana Department of Labor and Industry, Employment Standards Division ("the Division") is the regulatory agency for workers' compensation and occupational disease laws in Montana. Trading Partner is an insurer providing workers' compensation insurance in Montana or a third-party administrator for an insurer. The Division, the receiver, and Trading Partner, the sender, agree that the sender will report workers' compensation information to the receiver via the national standards for Electronic Data Interchange (EDI) developed by the International Association of Industrial Accident Boards and Commission (IAIABC).
2. Any Trading Partner that submits more than 50 transactions per year must submit electronically using the IAIABC EDI Claims Standard. This agreement will commence upon the approval of the Division's Claims Assistance Bureau, Data Management Section Management.
3. The Trading Partners agree to use the IAIABC Claims Release 1 Flat File format.
4. The Trading Partners will perform a test of the reporting system to determine whether the transmission mechanism is acceptable. Trading Partners must meet all technical requirements as outlined in the State of Montana, EDI Implementation Guide. The term of the test is sixty days from the commencement of this agreement unless the Division approves an extension.
5. Once the testing requirements are met and production status granted the sender is no longer required to file paper forms.

6. Once production status is granted, the sender is required to achieve and maintain a 95% acceptance rate.
7. The format of data elements and definitions will conform to the IAIABC data dictionary, including future amendments, unless otherwise agreed between the Trading Partners. The Division will provide the sender with a minimum of thirty days' notice prior to implementing amendments.
8. Technical requirements, data elements, and codes specific to Montana are found in the State of Montana EDI Implementation Guide.
9. Any error in transmission will be timely identified by the Division and sent to the sender via the acknowledgment record. The sender will correct the identified errors and resubmit the record within 14 days of receiving the acknowledgment record.
10. The sender will pay all EDI transmission costs.
11. This agreement may not be modified or terminated except by written agreement of the Trading Partners, with either party giving at least thirty days written notice to the other party.

IN WITNESS WHEREOF, the parties hereto have executed this Agreement as dated below:

Trading Partner:					
Representative:					
Title:					
Address:					
City:		State:		Zip:	
Phone:		Email:			

Signature: \_\_\_\_\_

Montana Department of Labor and Industry, Employment Standards Division  
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 301 South Park Avenue, Fifth Floor  
 Helena, MT 59601  
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Please submit completed forms to:

DLI ERD DM System Access [DLIERDDMSystemAccess@mt.gov](mailto:DLIERDDMSystemAccess@mt.gov)