

ANSI ASC X12N 835 Test Retrieval Procedures

File Transfer Protocol (FTP) Communication Method

File Transfer Protocol (FTP) is a communications option for sending claims and retrieving audit trails and remittances.

IMPORTANT: Refer to appropriate 835 Companion Document for specific data population pertaining to each line of business.

FTP SERVER CONNECTION STEPS:

In order to use the FTP server for retrieval of remittance transactions, you must have the following:

- A TCP/IP stack
- An FTP executable or FTP client software
- Compression software (i.e. WinZip or PKZip)
- A valid user ID and password (Assigned by Network Data Operations)

Connection Steps:

1. Dial-Up Access Number: **205-682-7420**
This connection uses Windows Dial-Up Networking (DUN) or UNIX PPP dial. *Refer to Appendix A – Dial-Up Networking Set-Up for additional set-up instructions.*
2. Server IP address: **blueprivftp.bcbsal.org**

NOTE: Access to the FTP server is available for download 24 hours/day, 7 days/week.

FILE NAMING LEGEND FOR 835 TRANSACTIONS:

Submitter ID	Payroll Date	Test/Prod Indicator	Line of Business	Payroll Type	Trans Type	Version
Alphanumeric eight character ID as assigned by BCBSAL	CCYYMMDD	t = Testing p = Production	bc = Blue Cross bs = Blue Shield bd = Dental bp = Pharmacy pa = Medicare Part A pb = Medicare Part B	reg = Regular fep = Federal Employee Program dom = Domestic bel = BellSouth nas = NASCO	835	4010

These files are compressed, therefore, they will have a file extension of '.zip'.

Example: subid001.20030701.tbcreg.8354010.zip

Please contact your Electronic Data Interchange (EDI) Services Representative for any additional questions not answered in this document.

APPENDIX A – Dial-Up Networking Set-up

FOR WINDOWS 2000/XP:

1. Double Click on MY COMPUTER
2. Double Click on DIAL-UP NETWORKING icon (if ICON does not appear you will need to install Dial-Up Networking from your Windows Install CD)
3. Click on MAKE NEW CONNECTION – Follow the steps below using the Network Connection Wizard:
Select – Dial-up to private network and click NEXT. Enter the Phone number then name the connection.
4. You will then need to verify **Properties** for this DUN connection by right clicking on the icon or clicking the Properties button on the dial-up screen.
 - Security tab - select Typical security options with “Allow unsecured password”
 - Networking tab - Type of dial-up server I am calling: PPP: Windows95/98/NT4/2000, Internet.

FOR WINDOWS VISTA:

1. Go to the Start icon and select "Control Panel".
2. Double click the "Network and Sharing Center" icon.
3. On left of window, select the link "Set up a connection or network".
4. In the first dialog box, select "Set up a dialup connection", then click Next.
5. In the second dialog box, enter the phone number you wish to dial in "Phone Number", enter the username in the field for "User Name", enter the password in the field for "Password", and change the value of "Connection Name" to the name of the connection. Click on Create when finished.
6. The last dialog box will say "Connection to Internet is ready to use." Click on Close.
7. To ensure that the connection was created, click on the link marked "Manage Network Connections". You should see your new connection here.

Contact your EDI Services Representative if you need instructions for connection from a UNIX platform.

APPENDIX B - FTP Commands for -DOS

AFTER DIAL-UP ACCESS CONNECTION IS ESTABLISHED:

1. Go to a DOS prompt.
2. Go to C:\windows\ or C:\winnt\system32
3. Type **ftp blueftp.bcbsal.org**
4. Once the user prompt appears, type in your userid (This is the ID assigned by BCBSAL and the same that you used for Dial-up Networking) – This must be lowercase.
5. Once the password prompt appears, type in your password (This is also assigned by BCBSAL). This must be lowercase.
6. NOTE: If you miskeyed your userid or password, type “quit” or “bye” and start again at Step #3.
7. At the ftp> prompt, type **list** or **ls** - This will show you what files (if any) are in your directory.
8. To place a file on the Blue Cross ftp server from your local drive, type **binary** at the ftp> prompt.
9. Then type: **put filename.ext**

REMEMBER:

Both the source file and the compressed file must be named correctly – see Page 1
(Example source filename to be compressed: talp0001.clm)
(Example compressed filename to be transferred: talp0001.zip)

10. To retrieve a file from your ftp directory to your local drive, type **binary** at the ftp> prompt.
11. Then type: **get filename.ext**
(Example Remit filename to get: subid001.20030701.tbcreg.8354010.zip)