Health Safety Net

EBDEC Evidence File Specification

Evidence records will be matched to submitted EBDEC Claims records using the Health Safety Net's Organization ID# and the provider's TCN for the claim. This process will be required for all Hospital Inpatient Emergency Room Bad Debt claims, and CHC Urgent Care Bad Debt claims per HSNO regulation. Claims must be submitted within **90** days of the write-off date. Please note that submission of the claim and evidence are not submitted simultaneously. After a claim is submitted, it must be processed and posted to INET before evidence may be submitted.

EBDEC evidence must be submitted via the Health Safety Net INET web application; either by manual entry, or alternatively by uploading a batch file of evidence records, as specified below.

Fields	Description
Field 1	TCN – Matching the claim
Field 2	Organization ID# (number assigned by HSN)
Field 3	Date of Initial Bill
Field 4	Date of Second Bill
Field 5	Date of Third Bill
Field 6	Date of Fourth Bill
Field 7	Date of Returned Mail
Field 8	Date of Certified Letter
Field 9	Date of Initial Phone Contact
Field 10	Date of Follow up Phone Contact
Field 11	Date Other Effort
Field 12	Date Other Effort
Field 13	Date Other Effort
Field 14	Date Other Effort

Required File Format - CSV (comma separated)
Instructions for file format when provider chooses to upload evidence data

- Fields are separated by commas.
- The last field on the line is not followed by a comma.
- Null fields are represented by two commas in a row.
- Leading and trailing spaces are ignored for all fields.
- Date formats are all mm/dd/yyyy. Dates will also be subject to restrictions (edits) as described in the HSNO regulation defining evidence requirements.
- Each line must end normally with a single carriage return and line feed (CtrLf).

Examples:

NVAP234,**3644**,02/02/2000,03/02/2000,04/02/2000,05/02/2000,
06/02/2000,07/02/2000,08/02/2007,09/02/2000,10/02/2000,11/02/2000,12/01/2000,01/01/2001

NVAP452,3644,02/02/2000, , , ,06/02/2000, ,08/02/2000, ,10/02/2000,,,