# Data Element Definitions Public Agency & Schools Health Enrollment Reporting File

### Overview

This document outlines the data elements within a CalPERS Public Agency or School health enrollment XML file. Descriptions, conditions for which they are used, field values, and character requirements are outlined for each element.

This document **does not** describe the file structure for developing the health enrollment XML file. The following page includes information about the resources available within the Employer Technical Toolkit to assist you in developing an XML file for reporting.



## **Employer Technical Toolkit**

Within the *myCalPERS Technical Resources* page on the CalPERS website, you will find the <u>Employer Technical Toolkit (ZIP, 10.5MB)</u> that contains several documents needed to construct an XML file. The XML Schema Definition (XSD) documents (including the common utilities and SOAP envelope file) identify the required file structure layout. Employers can use the schema to develop or alter their systems to ensure adherence to CalPERS standards. In addition, the <u>Encryption/Decryption & File Naming (PDF)</u> document provides instruction for the naming convention needed to create the XML file.

### File Structure

An XML file is organized in a hierarchical structure, much like a standard outline; the XSD provides the file structure as an indication of how the data elements are related to each other. The following is an outline of the XML file structure:

File Header – i.e. the type of file, Employer ID, and report begin and end dates

- A. Program Identifier i.e., California Public Employees' Retirement System (PERS), Judges' Retirement System (JRS)
  - 1. Program Information i.e. Record Type, Record Type Counts, and Record Type Totals
  - 2. Report Information i.e. Employer Health Enrollee Report, Employer Health Event Notification Report
  - 3. Participant Information i.e. Participant CalPERS ID and the Participant Name
    - a. Participant Record Details i.e. Record Period Begin Date and Record Period End Date\
      - i. Health Enrollment Details i.e. Health Event Type, Health Eligibility ZIP code, Apply Change to Medical

This outline can be repeated so there can be multiple programs, reports, and participants in a single file.

In addition to the XSDs, sample XML files are provided within the Health folder of the Employer Technical Toolkit. The sample files can be used as a model as you produce files; however, they should not be used as the main source of development or validation but to identify possible scenarios and act as a visual representation which may aid in the development of an XML file.

Note: XML technologies define an extensible messaging framework applicable to a variety of underlying protocols. This framework is designed to be independent of programming language, platforms, and other technical criteria.

For more information about all documents found within the toolkit and how to utilize the information provided, please review the <u>Employer's Guide to the Technical Toolkit (PDF)</u> document published on the CalPERS Technical Resources web page.

# Health Enrollment Reporting Data Elements Table

A data table showing the list of data elements, descriptions/conditions of use, field values, and maximum character length.

#	DATA ELEMENT NAME	DESCRIPTION/CONDITIONS	FIELD VALUES	MAX LENGTH
1	Employer's CalPERS ID	<ul> <li>Description:         <ul> <li>A unique 10-digit identifier created by myCalPERS to identify the reporting organization.</li> <li>For schools, review the following:</li></ul></li></ul>	10 digits	10
		Conditions:  Required—to identify which myCalPERS account is submitting the XML file. The submitting organization must be a Public Employees' Retirement System/Supplemental Income Program (PERS/SIP) contracted data owner.		

#	DATA ELEMENT NAME	DESCRIPTION/CONDITIONS	FIELD VALUES	MAX LENGTH
2	Health Event Type	Description: The type of health event being reported.  Conditions: Required—to identify the health event being reported. Failure to provide it may cause the file to fail validation.  Note: For descriptions of Health Event Types, please see Appendix A1.	<ul> <li>Add Dependent = ADP</li> <li>Delete Dependent = DDP</li> <li>Cancel Coverage = CCO</li> <li>Change Health Plan = CHP</li> <li>Dependent Address Change = DEC</li> <li>Change Premium Payment Method = CPP</li> <li>New Enrollment = NEN</li> <li>Open Enrollment = OEN</li> <li>Continued Enrollment = COE</li> <li>Update Enrollment = UEN</li> <li>COBRA New Enrollment = CNE</li> </ul>	3
3	Health Event Reason	<b>Description:</b> The reasons for health enrollment. These are categorized by Health Event Types.	For descriptions of Health Event Reasons and their field values, see Appendix A2.	3
		Conditions:  Required—to identify the reason for the health enrollment.		

#	DATA ELEMENT NAME	DESCRIPTION/CONDITIONS	FIELD VALUES	MAX LENGTH
4	Unique Transaction Identifier	Description: A memo field to record text for tracking purposes. Employers uploading files can use this field to record a text memo for tracking purposes.	36 digits	36
		Conditions: Required—for transaction types when the file is submitted using FTP. Optional—when using File Upload.		
		Note: When using File Upload this field is not required for successful submission of the file but can be used as a free-text memo field for tracking purposes by the file submitter. For FTP-based submissions, CalPERS will return the Universally Unique Identifier (UUID) provided by the employer, with each transaction's success or failure. Employers who choose this integration style must be able to programmatically match the UUIDs on the CalPERS response with the transaction submitted to CalPERS on the input file. This number must be created by a UUID generator.		
5	Event Date	Description: The date the health event occurred.  Conditions:	yyyy-mm-dd	10
6	Received Date	Required—for all health event types except for Open Enrollment.  Description: The date the employer was notified of the health event.	yyyy-mm-dd	10
		Conditions:  Required—for all health event types except for Update Enrollment.		

#	DATA ELEMENT NAME	DESCRIPTION/CONDITIONS	FIELD VALUES	MAX LENGTH
7	Apply Change To Medical	Description: Indicates the change/enrollment applies to the medical benefit.  Conditions: Required—for all health event types except for Change Dependent Address.  Note: This element must be reported in lowercase text only.	true / false	5
8	Apply Change To Dental (placeholder data tied to future legislation)	Description: If dental becomes an option in the future, this would indicate the change/enrollment applies to the dental benefit.  Conditions: Required—for all health event types except for Change Dependent Address.  Note: This element must be reported in lowercase text only.	true / false	5
9	Apply Change To Vision (placeholder data tied to future legislation)	Description: If vision becomes an option in the future, this would indicate the change/enrollment applies to vision benefit.  Conditions: Required—for all health event types except for Change Dependent Address.  Note: This element must be reported in lowercase text only.	true / false	5

#	DATA ELEMENT NAME	DESCRIPTION/CONDITIONS	FIELD VALUES	MAX LENGTH
10	Rescind Indicator	<b>Description:</b> Indicates whether a health enrollment transaction with a future date should be rescinded.	true / false	5
		Conditions: Optional—this data element is not required.		
		Note: Employers will have the ability to rescind future-dated, permissive health-enrollment reasons. For a list of the permissive health-event reasons, please see <a href="Appendix A6">Appendix A6</a> . This element must be reported in lowercase text only.		
11	Rescind Reason	<b>Description:</b> Provides the reasoning for a rescinded health enrollment transaction.	Free form text will be allowed to describe the rescind indicator, up to 100 characters.	100
		Conditions:  Required—when the rescind indicator is selected as 'true.'		
12	Rescind Notes	<b>Description:</b> This area allows for notes of reasoning for a rescission.	Free form text will be allowed to describe the rescind indicator, up to 1000 characters.	1000
		Conditions:  Required—when the rescind indicator is selected as 'true.'		
		Note: This data is accepted when rescind indicator is selected as 'true.'		

#	DATA ELEMENT NAME	DESCRIPTION/CONDITIONS	FIELD VALUES	MAX LENGTH
13	Appointment ID	Description: Uniquely identifies the job into which the employee has been hired. Every appointment in myCalPERS has a unique ID tied to it.  Conditions: Required—when the employee has multiple appointments in the same program (e.g., multiple PERS appointments) with the employer being reported. Required—when an appointment update is being reported and the employee has multiple appointments with the employer being reported. An appointment update includes the following transaction types:  Add Dependent Delete Dependent Cancel Coverage Change Health Plan Dependent Address Change Change Premium Payment Method Open Enrollment Update Enrollment Gontinued Enrollment Update Enrollment	10 digits	10
14	Person ID Type	Description: A type of unique person identifier. When first reporting for a person, this ID can be a Social Security Number (SSN). On all subsequent transactions for the person, the CalPERS ID must be the ID type provided.  Conditions: Required—to identify the Person ID Type.	<ul> <li>Social Security Number = SSN</li> <li>CalPERS Identification = PID</li> </ul>	10

#	DATA ELEMENT NAME	DESCRIPTION/CONDITIONS	FIELD VALUES	MAX LENGTH
15	Person ID	<b>Description:</b> The unique identifier of the person who qualifies for health enrollment.	<ul><li>SSN = 9 digits</li><li>CalPERS ID = 10 digits</li></ul>	10
		Conditions: Required—to identify the person.		
		<ul> <li>Note:</li> <li>When a Social Security Number (SSN) is selected as the Person ID Type, the number should be submitted using the following format:</li> <li>The SSN must be nine digits</li> <li>The SSN cannot start with 9 or 666</li> <li>Each section of the SSN cannot be all zeroes (e.g., 000#####, ###00####, and #####0000 are prohibited)</li> <li>The CalPERS ID, which is 10-digits, will be created and stored by myCalPERS during enrollment, and will be used to identify participants when data is shared with CalPERS. It will be used in place of the SSN in subsequent enrollment files.</li> </ul>		
16	New SSN	Description: Denotes a correction to the Social Security Number (SSN).  Conditions: Optional—only accepted for health event type Update Enrollment and health event reason Update Demographics.	9 digits	9
17	Original Hire Date	Description: The first hire date recorded for this employee at this employer, regardless of whether the employee qualified for health benefits on this date.	yyyy-mm-dd	10
		Conditions:  Required—when the transaction type is New Enrollment and the individual being reported is a non-PERS health subscriber.		

# DAT ELEI NAN	MENT	DESCRIPTION/CONDITIONS	FIELD	O VALUES	MAX LENGTH
	irement tem	Description: The retirement system that the subscriber receives retirement benefits from.  Conditions: Required—for the following health event types when the person is a non-PERS health subscriber:  New Enrollment  COBRA New Enrollment  Continued Enrollment	• N	CalSTRS = STR Military Retirement System = MRS Other = OTH	3
19 Pref	fix	Description: The participant's title.  Conditions: Optional—this data element is not required.	• CC • CC • CC • DC • DC • M • M • M • M • P • S • S • T	Assembly Member = ASM Chief = CHI Councilman = COU Councilwoman = CCW Dean = DEA Doctor = DR udge = JUD Mayor = MAY Miss = MIS Mister = MR Mrs = MRS As = MS President = PRE Professor = PRO Genator = SEN Guperintendent = SUP Gupervisor = SVR The Honorable = HON ustice = JUS Chief Justice = CHJ	3

#	DATA ELEMENT NAME	DESCRIPTION/CONDITIONS	FIELD VALUES	MAX LENGTH
20	First Name	Description: The participant's first name.  Conditions: Required—to identify the participant's first name.  Note: Only alpha characters, blank spaces, hyphens (-), and apostrophes (') will be accepted.  • Must be a minimum of one alpha character  • Cannot begin with a blank space	Free form text of up to 20 characters	20
21	Middle Name	Description: The participant's middle name.  Conditions: Optional—this data element is not required.  Note: Only alpha characters, blank spaces, hyphens (-), and apostrophes (') will be accepted.  No character minimum is required	Free form text of up to 20 characters	20
22	Last Name	Description: The participant's last name.  Conditions: Required—to identify the participant's last name.  Note: Only alpha characters, blank spaces, hyphens (-), and apostrophes (') will be accepted.  • Must be a minimum of one alpha character  • Cannot begin with a blank space	Free form text of up to 30 characters	30

#	DATA ELEMENT NAME	DESCRIPTION/CONDITIONS	FIELD VALUES	MAX LENGTH
23	Gender	Description: The participant's gender.  Conditions: Required—to identify the gender of the participant.	<ul> <li>Female = F</li> <li>Male = M</li> <li>Nonbinary = N</li> <li>Unknown = U</li> </ul>	3
24	Birth Date	Description: The participant's date of birth.  Conditions: Required—to identify the birth date of the participant.	yyyy-mm-dd	10
25	Suffix	Description: The participant's suffix, if applicable.  Conditions: Optional—this data element is not required.	<ul> <li>Senior = SR</li> <li>Junior = JR</li> <li>First = I</li> <li>Second = II</li> <li>Third = III</li> <li>Fourth = IV</li> <li>Fifth = V</li> <li>Ph.D = PHD</li> <li>MD = MD</li> <li>CPA = CPA</li> <li>Ed.D = EDD</li> <li>Esq. = ESQ</li> <li>DDS = DDS</li> </ul>	3

#	DATA ELEMENT NAME	DESCRIPTION/CONDITIONS	FIELD VALUES	MAX LENGTH
26	Address Type	<ul> <li>Description: The participant's address type. This will be one of two types, though physical address is preferred.</li> <li>Conditions: Required—for health event types: <ul> <li>New Enrollment</li> <li>Cancel Coverage, when health event reason is Enrolled into Flex Elect</li> <li>COBRA New Enrollment, when eligibility basis is COBRA Qualifying Dependent or COBRA Qualifying Dependent New Contracting</li> </ul> </li> <li>Note: Only one address type can be submitted with each health enrollment transaction.</li> </ul>	<ul> <li>Mailing Address = MAI</li> <li>Physical Address = PHY</li> </ul>	3
27	Use Address for Health	Description: Indicates that the participant's address should be used for health enrollment. The participant can have a physical and mailing address on file in myCalPERS, and if the mailing address is not a P.O. Box it can be used for health eligibility purposes.  Conditions: Required—for health event type COBRA New Enrollment when eligibility basis is either COBRA Qualifying Dependent or COBRA Qualifying Dependent New Contracting. This data is accepted when reported for health event types New Enrollment and Cancel Coverage  Note: If a P.O. Box is given, this will result in an error. This element must be reported in lowercase text only.	true / false	5

#	DATA ELEMENT NAME	DESCRIPTION/CONDITIONS	FIELD VALUES	MAX LENGTH
28	Health Eligibility ZIP Code Type	Description: The type of ZIP code used to determine health eligibility. The participant has the option to use their own ZIP code or the employer's ZIP code if they are an active employee.	<ul><li>Personal</li><li>Employer</li></ul>	10
		Conditions:  Required—for health event types:  New Enrollment  Change Health Plan  Cancel Coverage, when health event reason is Enrolled into Flex Elect  COBRA New Enrollment when eligibility basis is COBRA Qualifying Dependent New Contracting		
29	Health Eligibility ZIP Code	Description: The ZIP code used for health eligibility determination.  Conditions: Required—for health event types:  New Enrollment  Change Health Plan  Cancel Coverage, when health event reason is Enrolled into Flex Elect  COBRA New Enrollment when eligibility basis is COBRA Qualifying Dependent New Contracting	5 digits	5
		Note:  If Use Address for Health is selected, and Personal is selected, the ZIP code for the address must match the ZIP code provided for the Health Eligibility ZIP Code.  When Health Eligibility ZIP Code Type is Personal or Employer:  Use a numeric format  Must be a US ZIP code		

#	DATA ELEMENT NAME	DESCRIPTION/CONDITIONS	FIELD VALUES	MAX LENGTH
300	County	<ul> <li>Description: The county the participant designates for health eligibility.</li> <li>Conditions: Required—for health event types: <ul> <li>New Enrollment</li> <li>Change Health Plan</li> <li>Cancel Coverage, when health event reason is Enrolled into Flex Elect</li> <li>COBRA New Enrollment when eligibility basis is COBRA Qualifying Dependent or COBRA Qualifying Dependent New Contracting</li> </ul> </li> </ul>	For a list of county field values, refer to Appendix A4.	3
31	Address 1	<ul> <li>Description: The first address line of the address to be entered. This is typically used for the employee's street address or "In care of" information.</li> <li>Conditions: Required—for health event types: <ul> <li>New Enrollment</li> <li>Cancel Coverage when health event reason is Enrolled into Flex Elect</li> <li>COBRA New Enrollment when eligibility basis is COBRA Qualifying Dependent or COBRA Qualifying Dependent New Contracting</li> </ul> </li> <li>Note: This element is identified in the XML as <addressline> (see CommonUtilities.xsd, in the Employer Technical Toolkit), which can occur up to three times. If entered as <addressline1> it will generate a Level 1 error.</addressline1></addressline></li> </ul>	Free form text up to 40 characters	40

#	DATA ELEMENT NAME	DESCRIPTION/CONDITIONS	FIELD VALUES	MAX LENGTH
32	Address 2	Description: The second address line. This is typically used for the employee's street address if Address 1 was used for "In care of" information; otherwise it would be used for address information that does not fit on Address 1 (e.g., suite number, building name, room number, apartment number, etc.). The data is accepted if Address 1 is supplied.	Free form text up to 30 characters	30
		Conditions: Optional—this element is not required.		
		Note: This element is identified in the XML as <addressline> (see CommonUtilities.xsd, in the Employer Technical Toolkit), which can occur up to three times. If entered as <addressline2> it will generate a Level 1 error.</addressline2></addressline>		
33	Address 3	Description: The third address line. This is typically used for any address data that does not fit on Address 1 and 2. The data is accepted if Address 1 is supplied.	Free form text up to 30 characters	30
		Conditions: Optional—this data element is not required.		
		Note: This element is identified in the XML as <addressline> (see CommonUtilities.xsd, in the Technical Toolkit), which can occur up to three times. If entered as <addressline3> it will generate a Level 1 error.</addressline3></addressline>		

#	DATA ELEMENT NAME	DESCRIPTION/CONDITIONS	FIELD VALUES	MAX LENGTH
34	City	<b>Description:</b> The city applicable to the address entered. This data is accepted if Address 1 is supplied.	Free form text up to 30 characters	30
		Conditions: Required—when Address Line 1 is supplied.		
		Note: This data element accepts alpha and numeric characters.		
35	State	<b>Description:</b> The state applicable to the address entered, if country selected is USA or Mexico.	Free form text up to 30 characters	30
	•	Conditions: Required—when country is USA or Mexico, and Address 1 is supplied.		
		Note: For a list of field values, see Appendix A3.		
36	ZIP Code 5	<b>Description:</b> The first five digits of the ZIP code for the address designated in Address Type.	5 digits	5
		Conditions:  Required—when the country is USA and Address 1 is supplied.  If the country is USA, the following are required:  Use numeric format  The first five numbers of the ZIP code		

#	DATA ELEMENT NAME	DESCRIPTION/CONDITIONS	FIELD VALUES	MAX LENGTH
37	ZIP Code 4	<b>Description:</b> The next four digits of the ZIP code or the address designated in Address Type.	4 digits	4
		Conditions: Optional—this data element is not required.  Note: This data is accepted if ZIP Code 5 is supplied.		
38	Country	Description: The code value for the country address.  Conditions: Required—when Address 1 is supplied.	See Appendix A5 for country field values.	3
39	Province/ Territory	Description: The province or territory which coincides with the Address Type.  Conditions: Optional—when the country is not USA, Mexico, or Canada.	Free form text up to 50 characters  Alberta = AB  British Columbia = BC  Manitoba = MB  New Brunswick = NB  Newfoundland = NF  Northwest Territories = NT  Nova Scotia = NS  Ontario = ON  Prince Edward Island = PE  Quebec = PQ  Saskatchewan = SK  Yukon = YT	50
40	Postal Code	<ul><li>Description:</li><li>The international postal code for the address. This element is alphanumeric.</li></ul>	Free form text up to 12 characters	12
		Conditions: • Required—when the country indicated is not USA.		

#	DATA ELEMENT NAME	DESCRIPTION/CONDITIONS	FIELD VALUES	MAX LENGTH
41	Phone Type	<ul> <li>Description: The phone type used (e.g. cellular, fax, office).</li> <li>Conditions: Optional—this element is not required but can be accepted for health event types: <ul> <li>New Enrollment</li> <li>Cancel Coverage</li> <li>COBRA New Enrollment when eligibility basis is either COBRA Qualifying Dependent or COBRA Qualifying Dependent New Contracting</li> </ul> </li> <li>Note: Data should not be provided here for eligibility basis values other than those listed above.</li> </ul>	<ul> <li>Work = WOR</li> <li>FAX = FAX</li> <li>TTY = TTY</li> <li>Cellular = MOB</li> <li>Home = HOM</li> <li>Other = OTR</li> </ul>	3
42	US Phone	<ul> <li>Description: The participant's US contact phone number.</li> <li>Conditions: Optional—this element is not required but can be accepted for health event types: <ul> <li>New Enrollment</li> <li>Cancel Coverage</li> <li>COBRA New Enrollment when eligibility basis is either COBRA Qualifying Dependent or COBRA Qualifying Dependent New Contracting</li> </ul> </li> <li>Note: When this field is used, ten (10) numeric values are required. The phone number may not contain spaces, hyphens (-), or parentheses ().</li> <li>Data should not be provided here for eligibility basis values other than those listed above.</li> </ul>	10 digits	10

#	DATA ELEMENT NAME	DESCRIPTION/CONDITIONS	FIELD VALUES	MAX LENGTH
43	International Phone	<ul> <li>Description:         The participant's international contact phone number.     </li> <li>Conditions:         Optional—this element is not required but can be accepted for health event types:         <ul> <li>New Enrollment</li> <li>Cancel Coverage</li> <li>COBRA New Enrollment when eligibility basis is either COBRA Qualifying Dependent or COBRA Qualifying Dependent New Contracting</li> </ul> </li> <li>Note:         <ul> <li>Data should not be provided here for eligibility basis values other than those listed above.</li> </ul> </li> </ul>	A minimum 3 digits, and up to 24 digits, plus signs (+), dashes (-), spaces and parentheses () are allowed.	24
44	Extension	Description: The extension of the participant's phone number provided.  Conditions: Optional—this element is not required but can be accepted for health event types:  New Enrollment  Cancel Coverage  COBRA New Enrollment  Note: This field will only accept numeric values.	5 digits	5

#	DATA ELEMENT NAME	DESCRIPTION/CONDITIONS	FIELD VALUES	MAX LENGTH
45	Email	Description: The participant's email address.  Conditions: Optional—this element is not required but can be accepted for health event types:  New Enrollment  Cancel Coverage  COBRA New Enrollment	Email Address	50
46	Qualifying Person ID Type	<b>Description:</b> The type of unique identifier for the participant that qualifies the subscriber for health enrollment. When first reporting for an employee, this ID can be a SSN. On all subsequent transactions for the employee, the CalPERS ID must be the ID type provided.	<ul> <li>Social Security Number = SSN</li> <li>CalPERS Identification = PID</li> </ul>	3
		Conditions: Required—for health event types:  New Enrollment when health event reason is STRS Survivor No Allowance  COBRA New Enrollment when eligibility basis is COBRA Qualifying Dependent or COBRA Qualifying Dependent New Contracting  Continued Enrollment when health event reason is Re-enroll SES/PA FFPO Survivor		
		<b>Note:</b> This data is accepted when reported for health event type Cancel Coverage.		

#	DATA ELEMENT NAME	DESCRIPTION/CONDITIONS	FIELD VALUES	MAX LENGTH
47	Qualifying Person ID	<b>Description:</b> The unique identifier of the participant who qualifies the subscriber for health enrollment.	<ul><li>SSN = 9 digits</li><li>CalPERS ID = 10 digits</li></ul>	10
		Conditions:  Required—for health event type:  New Enrollment when health event reason is STRS Survivor No Allowance  COBRA New Enrollment when eligibility basis is COBRA Qualifying Dependent or COBRA Qualifying Dependent New Contracting  Continued Enrollment when health event reason is Re-enroll SES/PA FFPO Survivor  When a Social Security Number (SSN) is selected as the ID type, the number should be submitted using the following format:  The SSN must be nine digits  The SSN cannot start with 9 or 666  Each section of the SSN cannot be all zeroes (e.g., 000 ######, ###00####, and #####0000 are prohibited)  The CalPERS ID, which is 10-digits, will be created and stored by myCalPERS during enrollment, and will be used to identify participants when data is shared with CalPERS. It will be used in place of the SSN in subsequent enrollment files.  Note:		
		This data is accepted when reported for health event type Cancel Coverage.		

#	DATA ELEMENT NAME	DESCRIPTION/CONDITIONS	FIELD VALUES	MAX LENGTH
48	Permanent Separation Date	<b>Description:</b> This is the day <i>after</i> the last day an employee works for your agency, which is often the day after the last day on payroll.	yyyy-mm-dd	10
		<ul> <li>Conditions:</li> <li>Required—when the health event type is Cancel Coverage and:</li> <li>The individual is a non-PERS health subscriber; or</li> <li>The health event reason is either Cancel Permanent Separation or Layoff Cancel</li> <li>Required—when the health event type is COBRA New Enrollment and:</li> <li>The eligibility basis is either COBRA Qualifying Subscriber or COBRA Qualifying Subscriber New Contracting; and</li> <li>The individual is non-PERS</li> </ul>		
49	Retirement Date	Description: The retirement date of the qualifying individual. The Retirement Date can be the same as Separation Date but is typically the day after the separation date.  Conditions:	yyyy-mm-dd	10
		Required—when the individual is a non-PERS health subscriber and health event types are:  New Enrollment  Continued Enrollment		

#	DATA ELEMENT NAME	DESCRIPTION/CONDITIONS	FIELD VALUES	MAX LENGTH
50	First Name	<b>Description:</b> The first name of the participant who qualifies the subscriber for health enrollment.	Free form text of up to 20 characters	20
		<ul> <li>Conditions:         Required—for the following health event types:         <ul> <li>New Enrollment when health event reason is STRS Survivor No Allowance</li> <li>COBRA Enrollment when eligibility basis is COBRA Qualifying Dependent or COBRA Qualifying Dependent New Contracting</li> <li>Continue Enrollment when health event reason is Re-enroll SES/PA FFPO Survivor</li> </ul> </li> <li>Note:         <ul> <li>Only alpha characters, blank spaces, hyphens (-), and</li> </ul> </li> </ul>		
51	Middle Name	apostrophes (') will be accepted.  Description: The middle name of the participant who qualifies the subscriber for health enrollment.  Conditions: Optional—this data element is not required.  Note: Only alpha characters, blank spaces, hyphens (-), and apostrophes (') will be accepted.	Free form text of up to 20 characters	20

#	DATA ELEMENT NAME	DESCRIPTION/CONDITIONS	FIELD VALUES	MAX LENGTH
52	Last Name	<ul> <li>Description:         The last name of the participant who qualifies the subscriber for health enrollment.     </li> <li>Conditions:         Required—for the following health event type:         <ul> <li>New Enrollment when health event reason is STRS Survivor No Allowance</li> <li>COBRA Enrollment when eligibility basis is COBRA Qualifying Dependent or COBRA Qualifying Dependent New Contracting</li> <li>Continue Enrollment when health event reason is Re-enroll SES/PA FFPO Survivor</li> </ul> </li> </ul>	Free form text of up to 30 characters	30
		<ul> <li>Note:</li> <li>Only alpha characters, hyphens (-), blank spaces, and apostrophes (') will be accepted.</li> <li>Must use a minimum of one alpha character</li> <li>Cannot start with a blank space</li> </ul>		

#	DATA ELEMENT NAME	DESCRIPTION/CONDITIONS	FIELD VALUES	MAX LENGTH
53	Gender	<ul> <li>Description:         The gender of the participant who qualifies the subscriber for health enrollment.     </li> <li>Conditions:         Required—for the following health event types:         <ul> <li>New Enrollment when health event reason is STRS Survivor No Allowance</li> <li>COBRA New Enrollment when eligibility basis is COBRA Qualifying Dependent or COBRA Qualifying Dependent New Contracting         <ul> <li>Continued Enrollment when health event reason is Re-enroll SES/PA FFPO Survivor</li> </ul> </li> <li>Note:         <ul> <li>This data is accepted if reported for health event type Cancel Coverage.</li> </ul> </li> </ul></li></ul>	<ul> <li>Female = F</li> <li>Male = M</li> <li>Nonbinary = N</li> <li>Unknown = U</li> </ul>	3
54	Birth Date	<ul> <li>Description:         The date of birth of the participant who qualifies the subscriber for health enrollment.     </li> <li>Conditions:         Required—for the following health event types:         <ul> <li>New Enrollment when health event reason is STRS Survivor No Allowance</li> <li>COBRA New Enrollment when eligibility basis is COBRA Qualifying Dependent or COBRA Qualifying Dependent New Contracting         </li> </ul> </li> <li>Continued Enrollment when health event reason is Re-enroll SES/PA FFPO Survivor</li> <li>Note:         This data is accepted if reported for health event type Cancel Coverage.     </li> </ul>	yyyy-mm-dd	10

#	DATA ELEMENT NAME	DESCRIPTION/CONDITIONS	FIELD VALUES	MAX LENGTH
55	COBRA Eligibility Basis	Description: The basis for COBRA eligibility. The basis can be either the participant lost eligibility, or the dependent lost eligibility.  Conditions: Required—for health event type COBRA New Enrollment.	<ul> <li>COBRA Qualifying Subscriber = CSB</li> <li>COBRA Qualifying Dependent = CDT</li> <li>COBRA Qualifying Subscriber New Contracting = CSC</li> <li>COBRA Qualifying Dependent New Contracting = CDC</li> </ul>	3
56	Original COBRA Start Date	Description: The first day of COBRA health enrollment coverage.  Conditions: Required—for health event type COBRA New Enrollment.	yyyy-mm-dd	10
57	Affiliated Association	Description: The affiliated association of the qualifying individual. Association plans require a dues-paying membership.  Conditions: Required—if the medical plan selected is an affiliated association.	<ul> <li>California Associations of Highway Patrol = CHP</li> <li>California Correctional Peace Officers Association = CPO</li> <li>Peace Officers Research Association of California = POR</li> </ul>	3

#	DATA ELEMENT NAME	DESCRIPTION/CONDITIONS	FIELD VALUES	MAX LENGTH
58	Medical Plan Selection	Description: This is used to select a medical plan. The list of medical plans will be updated by CalPERS and distributed, on an as-needed basis annually. If updating or changing dependent address, this field is unnecessary.  Conditions: Required—when Apply Change to Medical is 'true' for the following health event types:  New Enrollment  Change Health Plan  Continued Enrollment  Required—for the health event type COBRA New Enrollment and Continued Enrollment under the following Conditions:  Apply Change to Medical is selected as 'true,' and  Eligibility basis is COBRA Qualifying Subscriber, COBRA Qualifying Dependent, or COBRA Qualifying Dependent New Contracting  Required—for health event type Open Enrollment when Apply Change to Medical is 'true' and the health event reason is:  New Enrollment  Change Health Plan	The associated three-digit code value tied to the medical plan.	3

#	DATA ELEMENT NAME	DESCRIPTION/CONDITIONS	FIELD VALUES	MAX LENGTH
59	Medical Group	Description: Indicates the medical group of the qualifying individual. The system will generate a unique medical group number for the public agency or school district's PEMHCA (Public Employer Medical and Hospital Care Act) Health Contract.  Conditions: Required—for health event types:  New Enrollment  Continued Enrollment  Update Enrollment if health event reason is Change Medical Group	3 digits	3

#	DATA ELEMENT NAME	DESCRIPTION/CONDITIONS	FIELD VALUES	MAX LENGTH
60	Dental Plan Selection	<b>Description:</b> If dental becomes an option in the future, this would be used to select a dental plan.	The associated three-digit code value tied to the dental plan.	3
	placeholder	Conditions:  Required—when Apply Change to Dental is 'true' for the following health event types:  New Enrollment  Change Health Plan  Continued Enrollment  Required—for the health event type COBRA New Enrollment and Continued Enrollment when:  Apply Change to Dental is selected as 'true' and  Eligibility basis is COBRA Qualifying Subscriber, COBRA Qualifying Dependent, or COBRA Qualifying Dependent New Contracting  Required—for health event type Open Enrollment when Apply Change to Dental is 'true' and the health event reason is:  New Enrollment		

# DATA ELEMENT NAME	DESCRIPTION/CONDITIONS	FIELD VALUES	MAX LENGTH
61 Vision Plan Selection (placeholder data tied to future legislation)	Description:  If vision becomes an option in the future, this would be used to select a vision plan.  Conditions:  Required—when Apply Change to Vision is 'true' for the following health event types:  New Enrollment  Change Health Plan  Continued Enrollment  Required—for health event type COBRA New Enrollment and Continued Enrollment under the following Conditions:  Apply Change to Vision is selected as 'true,' and  Eligibility basis is COBRA Qualifying Subscriber, COBRA Qualifying Dependent, or COBRA Qualifying Dependent New Contracting  Required—for health event type Open Enrollment when Apply Change to Vision is 'true' and the health event reason is:  New Enrollment  Change Health Plan	The associated three-digit code value tied to the vision plan.	3

102   Dependent   Description:	ocial Security Number = SSN	3
Number (SSN). On all subsequent transactions for the employee, the CalPERS ID must be the ID type provided.  Conditions:  Required—for health event types:  Delete Dependent  Change Dependent Address  Required—when the dependent relationship is Spouse or Domestic Partner for the following health event types:  New Enrollment  Add Dependent  Required—when the dependent relationship is Spouse or Domestic Partner and the health event type is COBRA New Enrollment, and eligibility basis is either:  COBRA Qualifying Subscriber  COBRA Qualifying Dependent New Contracting  Required—when the dependent relationship is Spouse or Domestic Partner for the following health event types during Open Enrollment:  New Enrollment  Add Dependent  Required—when health event reason is Delete Dependent in Open Enrollment.	alPERS Identification = PID	

E	DATA ELEMENT NAME	DESCRIPTION/CONDITIONS		MAX LENGTH
1 1	Dependent Identifier	Description: A unique identifier for the dependent.  Conditions: Required—for health event types: Delete Dependent Change Dependent Address  Required—when the dependent relationship is Spouse or Domestic Partner for the following health event types: New Enrollment Add Dependent Required—when the dependent relationship is Spouse or Domestic Partner and the health event type is COBRA New Enrollment, and eligibility basis is either: COBRA Qualifying Subscriber COBRA Qualifying Dependent New Contracting  Required—when health event reason is Delete Dependent in Open Enrollment.  Note: When a Social Security Number (SSN) is selected as the ID type, the number should be submitted using the following format: Must be nine digits Cannot start with 9, or 666 No section of the SSN can be all zeroes (e.g., 000#####, ###00####, and #####0000 are prohibited).  The 10-digit CalPERS ID is created and stored by myCalPERS during enrollment and used to identify participants when data is shared with CalPERS. It will be used in place of a SSN in subsequent enrollment files.	<ul> <li>SSN = 9 digits</li> <li>CalPERS ID = 10 digits</li> </ul>	10

#	DATA ELEMENT NAME	DESCRIPTION/CONDITIONS	FIELD VALUES	MAX LENGTH
64	Dependent Gender	Description: The dependent's gender.  Conditions: Required—when a dependent is being added to enrollment.	<ul> <li>Female = F</li> <li>Male = M</li> <li>Nonbinary = N</li> <li>Unknown = U</li> </ul>	3
65	Dependent DOB	Description: The dependent's date of birth.  Conditions: Required—when a dependent is being added to enrollment.	yyyy-mm-dd	10
66	Dependent Prefix	Description: The dependent's official title.  Conditions: Optional—this data element is not required.	<ul> <li>Assembly Member = ASM</li> <li>Chief = CHI</li> <li>Councilman = COU</li> <li>Councilwoman = CCW</li> <li>Dean = DEA</li> <li>Doctor = DR</li> <li>Judge = JUD</li> <li>Mayor = MAY</li> <li>Miss = MIS</li> <li>Mister = MR</li> <li>Mrs = MRS</li> <li>Ms = MS</li> <li>President = PRE</li> <li>Professor = PRO</li> <li>Senator = SEN</li> <li>Superintendent = SUP</li> <li>Supervisor = SVR</li> <li>The Honorable = HON</li> <li>Justice = JUS</li> <li>Chief Justice = CHJ</li> </ul>	3

#	DATA ELEMENT NAME	DESCRIPTION/CONDITIONS	FIELD VALUES	MAX LENGTH
67	Dependent First Name	<b>Description:</b> The dependent's first name.	Free form text of up to 20 characters	20
		Conditions: Required—when a dependent is being added to enrollment.		
		Note: Only alpha characters, blank spaces, hyphens (-), and apostrophes (') will be accepted.		
68	Dependent Middle Name	Description: The dependent's middle name. Required: Optional—this data element is not required.	Free form text of up to 20 characters	20
		Note: This data is accepted for health event types New Enrollment, Add Dependent, or COBRA New Enrollment when the Dependent Identifier is supplied. Only alpha characters, blank spaces, hyphens (-), apostrophes (') will be accepted.		
69	Dependent Last Name	Description: The dependent's last name.	Free form text of up to 30 characters	30
		Conditions: Required—when a dependent is being added to enrollment.		
		Note: Only alpha characters, blank spaces, hyphens (-), and apostrophes (') will be accepted.  Must be a minimum of one alpha character  Cannot begin with a blank space		

#	DATA ELEMENT NAME	DESCRIPTION/CONDITIONS	FIELD VALUES	MAX LENGTH
70	Dependent Suffix	Description: The dependent's suffix, when applicable. Conditions: Required—this data element is not required.	<ul> <li>Senior = SR</li> <li>Junior = JR</li> <li>First = I</li> <li>Second = II</li> <li>Third = III</li> <li>Fourth = IV</li> <li>Fifth = V</li> <li>Ph.D = PHD</li> <li>MD = MD</li> <li>CPA = CPA</li> <li>Ed.D = EDD</li> <li>Esq. = ESQ</li> <li>DDS = DDS</li> </ul>	3
71	Date of Marriage/ Partnership	Description: The date the dependent became a spouse/domestic partner of the primary subscriber.  Conditions: Required—for health event types:  New Enrollment  Add Dependent  COBRA New Enrollment if the dependent identifier is supplied and the dependent relationship is Spouse or Domestic Partner	yyyy-mm-dd	10

#	DATA ELEMENT NAME	DESCRIPTION/CONDITIONS	FIELD VALUES	MAX LENGTH
7	Address Same as Primary Subscriber	Description: Indicates if the dependent's address is the same as the primary subscriber. Conditions:	true / false	5
		<ul> <li>Required—when 'true', and health event type is:</li> <li>New Enrollment, then other dependent address information is not needed</li> <li>Add Dependent or Change Dependent Address, then other dependent address information is not needed</li> <li>Open Enrollment and health event reason is:</li> <li>New Enrollment, then other dependent address information is not needed (only applicable when dependent is added during new enrollment)</li> <li>Add Dependent, then other dependent address information is not needed</li> </ul>		
		Note: This element must be reported in lowercase text only. This data is accepted if health event type is COBRA New Enrollment, and eligibility basis is:  COBRA Qualifying Subscriber  COBRA Qualifying Dependent  COBRA Qualifying Dependent New Contracting  Other eligibility basis statuses can only carry over dependents from a previous enrollment.		

# DATA ELEMEN NAME	DESCRIPTION/CONDITIONS	FIELD VALUES	MAX LENGTH
73 Depende Address	_	<ul> <li>Mailing Address = MAI</li> <li>Physical Address = PHY</li> </ul>	3
74 Depende Address	nt Description:	Free form text up to 30 characters	30

#	DATA ELEMENT NAME	DESCRIPTION/CONDITIONS	FIELD VALUES	MAX LENGTH
75	Dependent Address 2	Description: The second address line. This is typically used for the employee's street address if Address 1 was used for "In care of" information; otherwise it would be used for address information that does not fit on Address 1 (e.g. suite number, building name, room number, apartment number, etc.). This data is accepted if the Dependent Address 1 is supplied.	Free form text up to 30 characters	30
		Conditions: Optional—this data element is not required.		
		Note: This element is identified in the XML as <addressline> (see CommonUtilities.xsd, in the Employer Technical Toolkit), which can occur up to three times. If entered as <addressline2> it will generate a Level 1 error.</addressline2></addressline>		
76	Dependent Address 3	<b>Description:</b> The third address line. This element is typically used for any address data that does not fit on Address 1 and 2.	Free form text up to 30 characters	30
		Conditions: Optional—this data element is not required.		
		Note: This data is accepted if the Dependent Address 1 is supplied. This element is identified in the XML as <addressline> (see CommonUtilities.xsd, in the Technical Toolkit), which can occur up to three times. If entered as <addressline3> it will generate a Level 1 error.</addressline3></addressline>		

#	DATA ELEMENT NAME	DESCRIPTION/CONDITIONS	FIELD VALUES	MAX LENGTH
77	Dependent City	Description: The city applicable to the dependent address entered.  Conditions:	Free form text up to 30 characters	30
		Required—when Dependent Address 1 is provided.		
		Note: This data is accepted if the Dependent Address 1 is supplied. This data element accepts alpha and numeric characters.		
78	Dependent State	<b>Description:</b> The code value for the state if the Dependent Country selected is either USA or Mexico.	Free form text up to 30 characters	30
		Conditions:  Required—when Dependent Country is USA or Mexico and the Dependent Address 1 is supplied.		
		Note: For a list of State field values, refer to Appendix A3.		
79	Dependent	Description:	5 digits	5
	ZIP Code 5	The first five digits of the ZIP code for the address designated in Dependent Address Type.		
		Conditions:		
		Required—when Dependent Country is USA and the Dependent Address 1 is supplied.		
		When the country is USA, the following are required:		
		Use numeric format		
		The first five numbers of the ZIP code		

#	DATA ELEMENT NAME	DESCRIPTION/CONDITIONS	FIELD VALUES	MAX LENGTH
80	Dependent ZIP Code 4	Description: The next four digits of the ZIP code or the address designated in Dependent Address Type.  Conditions: Optional—this data element is not required.  Note: This data is accepted if the Dependent ZIP Code 5 is supplied.	4 digits	4
81	Dependent Country	Description: The code value for the dependent country.  Conditions: Required—when Dependent Address 1 is supplied.	For a list of country field values, refer to Appendix A5.	3
82	Dependent Province/ Territory	Description: The province or territory which coincides with the Dependent Address Type.  Required: Optional—when Dependent Country is not USA, Mexico, or Canada.	<ul> <li>Free form text up to 50 characters</li> <li>Alberta = AB</li> <li>British Columbia = BC</li> <li>Manitoba = MB</li> <li>New Brunswick = NB</li> <li>Newfoundland = NF</li> <li>Northwest Territories = NT</li> <li>Nova Scotia = NS</li> <li>Ontario = ON</li> <li>Prince Edward Island = PE</li> <li>Quebec = PQ</li> <li>Saskatchewan = SK</li> <li>Yukon = YT</li> </ul>	50

#	DATA ELEMENT NAME	DESCRIPTION/CONDITIONS	FIELD VALUES	MAX LENGTH
83	Dependent Postal Code	<ul> <li>Description:</li> <li>The international postal code.</li> <li>Conditions:</li> <li>Required—when the Dependent Country provided is not USA and Dependent Address 1 is supplied.</li> <li>Note:</li> <li>This element is alphanumeric.</li> </ul>	Free form text up to 12 characters	12
84	Dependent Relationship	Description: The dependent's relationship to the primary subscriber.  Conditions: Required—when health event type is Add Dependent. Required—for health event types New Enrollment, Open Enrollment and COBRA New Enrollment when a dependent is being added to enrollment.  Note: For Dependent Relationship and Dependent Type valid reporting combinations refer to Appendix A7.	<ul> <li>Spouse = SPO</li> <li>Domestic Partner = DP</li> <li>Brother = BRO</li> <li>Sister = SIS</li> <li>Niece = NIE</li> <li>Nephew = NEP</li> <li>Grandchild = GC</li> <li>Child = CHI</li> <li>Step Child = SC</li> <li>Domestic Partner Child = DPC</li> <li>Step Grandchild = SG</li> <li>Great Grandchild = GG</li> <li>Cousin = COU</li> <li>Other Person = OP</li> <li>Adopted Child = ADC</li> </ul>	3

#	DATA ELEMENT NAME	DESCRIPTION/CONDITIONS	FIELD VALUES	MAX LENGTH
85	Dependent Type	Description: The type of dependent being reported.  Conditions: Required—when health event type is Add Dependent.  Required—for health event types New Enrollment, Open Enrollment and COBRA New Enrollment when a dependent is being added to enrollment.  Note: For Dependent Relationship and Dependent Type valid reporting combinations refer to Appendix A7.	<ul> <li>Dependent Natural Born Child = DBC</li> <li>Dependent Adopted Child = DAC</li> <li>Parent Child = EDC</li> <li>Spouse = SPO</li> <li>Step Child = STC</li> <li>Domestic Partner = DP</li> <li>Domestic Partner Child = DPC</li> <li>Sibling = SIB</li> </ul>	3
86	Disabled Dependent Indicator	<ul> <li>Description:         Indicates if the added dependent is a disabled, dependent child.     </li> <li>Conditions:         Optional—this element is not required but data is accepted for health event types:         <ul> <li>New Enrollment when dependent is added during New Enrollment</li> <li>Add Dependent when eligibility basis is COBRA Qualifying Subscriber</li> <li>Open Enrollment for health event reason New Enrollment, when dependent is added during New Enrollment</li> </ul> </li> <li>Note:         <ul> <li>This element must be reported in lowercase text only.</li> <li>This data is not used for health event type Add Dependent, when eligibility basis is COBRA Qualifying Dependent or COBRA Qualifying Dependent New Contracting; and can only carry over dependents from a previous enrollment.</li> </ul> </li> </ul>	true / false	5

#	DATA ELEMENT NAME	DESCRIPTION/CONDITIONS	FIELD VALUES	MAX LENGTH
87	Disabled Dependent Confirmation Indicator	Description: Indicates the employer understands the Disabled Dependent Enrollment is not confirmed until review by CalPERS.  Conditions: Required—when the Disabled Dependent Indicator is supplied.  Note: This element must be reported in lowercase text only.	true / false	5
88	Economically Dependent Confirmation Indicator	Description: Indicates if the economically dependent child was validated. Conditions: Required—when dependent type is Economically Dependent Child. Note: This element must be reported in lowercase text only.	true / false	5
89	Dependent Acquired Date	Description: The date the child was declared economically dependent to the subscriber.  Conditions: Required—when the Economically Dependent Confirmation Indicator is supplied.	yyyy-mm-dd	10

#	DATA ELEMENT NAME	DESCRIPTION/CONDITIONS	FIELD VALUES	MAX LENGTH
90	Apply to Medical	<b>Description:</b> Indicates when the enrollment transaction should be applied to medical.	true / false	5
		<ul> <li>Conditions:         <ul> <li>Required—for health event types:</li> <li>New Enrollment and Add Dependent</li> </ul> </li> <li>COBRA New Enrollment when the eligibility basis is COBRA Qualifying Dependent New Contracting</li> <li>Open Enrollment when health enrollment reason is New Enrollment</li> <li>Open Enrollment when health enrollment reason is Add Dependent</li> </ul> <li>Note:         <ul> <li>This element must be reported in lowercase text only.</li> </ul> </li>		
91	Apply to Dental	<b>Description:</b> If dental becomes an option in the future, this would indicate that the enrollment is applicable to dental benefit type.	true / false	5
	(placeholder data element tied to future legislation)	Conditions:  N/A  Note:  This element must be reported in lowercase text only.		
92	Apply to Vision	<b>Description:</b> If vision becomes an option in the future, this would indicate that the enrollment is applicable to vision benefit type.	true / false	5
	(placeholder data element tied to future legislation)	Conditions: N/A Note: This element must be reported in lowercase text only.		

#	DATA ELEMENT NAME	DESCRIPTION/CONDITIONS	FIELD VALUES	MAX LENGTH
93	Provider	Description: Contains provider name or number for the medical provider or dental provider for the Subscriber.  Conditions: Optional—this element is not required but data is accepted for health event types:  New Enrollment  Add Dependent  Change Health Plan  Open Enrollment for health event reason New Enrollment, Add Dependent and Change Health Plan.	Free form text up to 60 characters	60
94	Dependent Provider	<ul> <li>Description: Contains provider name or number for the medical provider or dental provider for the dependent.</li> <li>Conditions: Optional—this element is not required but data is accepted for health event types: <ul> <li>New Enrollment when dependent is added during New Enrollment</li> <li>Add Dependent</li> <li>Change Health Plan</li> <li>Open Enrollment for health event reason New Enrollment when dependent is added during New Enrollment, Add Dependent, and Change Health Plan.</li> </ul> </li> </ul>	Free form text up to 60 characters	60

# Appendix A1 – Health Event Type Descriptions

TRANSACTION TYPE	FIELD VALUE	DESCRIPTION
Add Dependent	ADP	Add dependent for health coverage
Delete Dependent	DDP	Delete a dependent from health coverage
Cancel Coverage	ссо	Terminate health enrollment
Change Health Plan	СНР	Change medical, dental (future provision), or vision (future provision) plan for the health enrollment
Dependent Address Change	DEC	Update address information for existing dependents
Change Premium Payment Method	СРР	Direct Pay or Off-Pay status due to appointment events such as LOA & PI
New Enrollment	NEN	New health enrollment
Open Enrollment	OEN	Open enrollment health elections
Continued Enrollment	COE	Health enrollment coverage for the extended period between Active status and Retired status
Update Enrollment	UEN	Update address information for the subscriber; update Medical Group assignments for health benefits
COBRA New Enrollment	CNE	Continuation of health enrollment (under COBRA) due to cancel coverage based on events such as permanent separation, 23-year old dependent, or divorce
Add Dependent	ADP	Add dependent for health coverage
Delete Dependent	DDP	Delete a dependent from health coverage
Cancel Coverage	CCO	Terminate health enrollment
Change Health Plan	СНР	Change medical, dental (future provision), or vision (future provision) plan for the health enrollment
Dependent Address Change	DEC	Update address information for existing dependents
Change Premium Payment Method	CPP	Direct Pay or Off-Pay status due to appointment events such as LOA & PI
New Enrollment	NEN	New health enrollment
Open Enrollment	OEN	Open enrollment health elections
Continued Enrollment	COE	Health enrollment coverage for the extended period between Active status and Retired status
Update Enrollment	UEN	Update address information for the subscriber; update Medical Group assignments for health benefits
COBRA New Enrollment	CNE	Continuation of health enrollment (under COBRA) due to cancel coverage based on events such as permanent separation, 23-year old dependent, or divorce

#### Appendix A2 – Health Event Reason (Sorted by Health Event Types, Ascending)

LONG NAME	CODE VALUE	HEALTH EVENT TYPE
Birth/Placement	200	Add Dependent
Court Order	208	Add Dependent
Custody	202	Add Dependent
Domestic Partner Add	215	Add Dependent
Domestic Partner Child Add	216	Add Dependent
Economically Dependent	203	Add Dependent
Loss of Coverage	204	Add Dependent
Marriage	201	Add Dependent
Medically Disabled	210	Add Dependent
New Contracting - Medically Disabled	218	Add Dependent
Off Pay Open Enrollment	207	Add Dependent
Return from Military Leave	205	Add Dependent
Special Enrollment Dependent	213	Add Dependent
Appeal Denied	507	Cancel Coverage
Cancel: Perm Separation	515	Cancel Coverage
Cancel; PA/Sch Site Chg	529	Cancel Coverage
Change in Appt. Outside B/U	501	Cancel Coverage
Insufficient Hours	500	Cancel Coverage
Layoff Cancel	516	Cancel Coverage
Military Leave	534	Cancel Coverage
Off Pay Status Cancel	533	Cancel Coverage
Reinstatement (Non-PERS)	535	Cancel Coverage
Subscriber Death	526	Cancel Coverage
Subscriber Request	505	Cancel Coverage
Subscriber Request - COBRA	536	Cancel Coverage
Time base/Tenure Chg	502	Cancel Coverage
Update CBU Benefits	836	Cancel Coverage
Association Membership	403	Change Health Plan
Change Plan due to Eligibility ZIP Change	412	Change Health Plan
Move	402	Change Health Plan

LONG NAME	CODE VALUE	HEALTH EVENT TYPE
Off Pay During Open Enrollment	401	Change Health Plan
Out of Association Plan	404	Change Health Plan
Special Enrollment - Change Health Plan	405	Change Health Plan
Chg to Deduct-FMLA	715	Change Premium Payment Method
Chg to Deduct-Retirement	716	Change Premium Payment Method
Chg to Deduct-Return to Work	712	Change Premium Payment Method
CSU Inactive	708	Change Premium Payment Method
Insufficient Earnings	709	Change Premium Payment Method
LOA	704	Change Premium Payment Method
Pending NDI	710	Change Premium Payment Method
PI/ Off Pay	706	Change Premium Payment Method
Suspension	707	Change Premium Payment Method
Worker Comp/Claim Pending	705	Change Premium Payment Method
COBRA Death of Employee	134	COBRA New Enrollment
COBRA Dep Cont-Sub on Medicare	135	COBRA New Enrollment
COBRA Div/Sep/Mv from Household	133	COBRA New Enrollment
COBRA Loss of Dependent Status	136	COBRA New Enrollment
COBRA Loss of Employment	132	COBRA New Enrollment
COBRA New Contract Agency Dep	140	COBRA New Enrollment
COBRA New Contract Agency Sub	139	COBRA New Enrollment
COBRA Reduction in Hours	131	COBRA New Enrollment
Pending Retirement	119	Continued Enrollment
Pending Retirement - Deferred Retirees	169	Continued Enrollment
Re-enroll SES/PA FFPO Survivor	146	Continued Enrollment
23-year-old Delete	301	Delete Dependent
Change of Custody	312	Delete Dependent
Death of Dependent	300	Delete Dependent
Divorce	302	Delete Dependent
Domestic Partner Child Term	319	Delete Dependent
Domestic Partner Term	318	Delete Dependent
Enroll Own Right Dependent	304	Delete Dependent
Gains Other Coverage	307	Delete Dependent

LONG NAME	CODE VALUE	HEALTH EVENT TYPE
Ineligible Dependent	306	Delete Dependent
Legal Separation	308	Delete Dependent
Loss Economic Dependence	310	Delete Dependent
Marriage of Dependent Child	303	Delete Dependent
Military - Del Dependent	309	Delete Dependent
No Longer Certifiable	305	Delete Dependent
Optional Delete	311	Delete Dependent
Vacates Household	313	Delete Dependent
Address Update	900	Dependent Address Change
BU 06 PI Cadet New Enroll	153	New Enrollment
Enroll < Half Time Emp	148	New Enrollment
Enroll Own Right Employees	108	New Enrollment
Late or Loss of Coverage (Emp)	101	New Enrollment
Layoff: Enroll Direct Pay	123	New Enrollment
Military - New Enrollment	103	New Enrollment
NC EE Enroll < Half Time Emp	150	New Enrollment
New Contracting Employee	115	New Enrollment
New Contracting LOA	118	New Enrollment
New Contracting Survivor Without Benefits	163	New Enrollment
Off Pay During O/E	111	New Enrollment
Off Pay Eligible PI	107	New Enrollment
Re-employment	167	New Enrollment
Reinstatement	102	New Enrollment
Return from Off Pay Status	160	New Enrollment
Special Enrollment Employees	129	New Enrollment
State Retiree - Dental Enrollment	166	New Enrollment
STRS Survivor No Allowance	149	New Enrollment
Surv Benefits Paid by ER	145	New Enrollment
Survivor Without Benefits	128	New Enrollment
Time Base & Tenure	100	New Enrollment
Time Base, Tenure, Hours	106	New Enrollment
Enrolled into Flex Elect	503	Open Enrollment

LONG NAME	CODE VALUE	HEALTH EVENT TYPE
OE Cancel Coverage	530	Open Enrollment
OE Enroll < Half Time Emp New Enrollment	170	Open Enrollment
Open Enrollment Add Dep	206	Open Enrollment
Open Enrollment Change Health Plan	400	Open Enrollment
Open Enrollment Delete Dependent	320	Open Enrollment
Open Enrollment Employees New Enrollment	104	Open Enrollment
Recertification of Disabled Dependent	906	Recertify Dependent
Cancel Eligibility ZIP - Employer	481	Update Enrollment
Change Eligibility ZIP - Employer	480	Update Enrollment
Change Medical Group	904	Update Enrollment
Opt in Vesting	908	Update Enrollment
Opt out Vesting	909	Update Enrollment

### Appendix A3 – State Code Values (Sorted by Country, Ascending)

LONG NAME	CODE VALUE
California	CA
Alabama	AL
Alaska	AK
American Samoa	AS
Arizona	AZ
Arkansas	AR
Armed Forces Europe	AE
Armed Forces Pacific	AP
Armed Forces the Americas	AA
Colorado	СО
Connecticut	СТ
Delaware	DE
District of Columbia	DC
Federated States of Micronesia	FM
Florida	FL
Georgia	GA
Guam	GU
Hawaii	HI
Idaho	ID
Illinois	IL
Indiana	IN
Iowa	IA
Kansas	KS
Kentucky	KY
Louisiana	LA
Maine	ME
Marshall Islands	МН
Maryland	MD
Massachusetts	MA
Michigan	MI

LONG NAME	CODE VALUE
Minnesota	MN
Mississippi	MS
Missouri	МО
Montana	MT
Nebraska	NE
Nevada	NV
New Hampshire	NH
New Jersey	NJ
New Mexico	NM
New York	NY
North Carolina	NC
North Dakota	ND
North Mariana Islands	MP
Ohio	ОН
Oklahoma	OK
Oregon	OR
Palau	PW
Pennsylvania	PA
Puerto Rico	PR
Rhode Island	RI
South Carolina	SC
South Dakota	SD
Tennessee	TN
Texas	TX
Utah	UT
Vermont	VT
Virgin Islands	VI
Virginia	VA
Washington	WA
West Virginia	WV

LONG NAME	CODE VALUE
Wisconsin	WI
Wyoming	WY
Aguascalientes	AG
Baja California, Norte	BJ
Baja California, Sur	BS
Campeche	СР
Chiapas	CHI
Chihuahua	CI
Coahuila	CU
Colima	CL
Distrito Federal	DF
Durango	DG
Guanajuato	GJ
Guerrero	GR
Hidalgo	HG
Jalisco	JA
Mexico	EM

LONG NAME	CODE VALUE
Michoacan	МН
Morelos	MR
Nayarit	NA
Nuevo Leon	NL
Oaxaca	OA
Puebla	PU
Queretaro	QA
Quintana Roo	QR
San Luis Potosi	SL
Sinaloa	SI
Sonora	SO
Tabasco	TA
Tamaulipas	TM
Tlaxcala	TL
Veracruz	VZ
Yucatan	YC
Zacatecas	ZT

# Appendix A4 – County/District Code Values

LONG NAME	CODE VALUE
1 - Alameda	001
2 - Alpine	003
3 - Amador	005
4 - Butte	007
5 - Calaveras	009
6 - Colusa	011
7 - Contra Costa	013
8 - Del Norte	015
9 - El Dorado	017
10 - Fresno	019
11 - Glenn	021
12 - Humboldt	023
13 - Imperial	025
14 - Inyo	027
15 - Kern	029
16 - Kings	031
17 - Lake	033
18 - Lassen	035
19 - Los Angeles	037
20 - Madera	039
21 - Marin	041
22 - Mariposa	043
23 - Mendocino	045
24 - Merced	047
25 - Modoc	049
26 - Mono	051
27 - Monterey	053
28 - Napa	055
29 - Nevada	057
30 - Orange	059

LONG NAME	CODE VALUE
31 - Placer	061
32 - Plumas	063
33 - Riverside	065
34 - Sacramento	067
35 - San Benito	069
36 - San Bernardino	071
37 - San Diego	073
38 - San Francisco	075
39 - San Joaquin	077
40 - San Luis Obispo	079
41 - San Mateo	081
42 - Santa Barbara	083
43 - Santa Clara	085
44 - Santa Cruz	087
45 - Shasta	089
46 - Sierra	091
47 - Siskiyou	093
48 - Solano	095
49 - Sonoma	097
50 - Stanislaus	099
51 - Sutter	101
52 - Tehama	103
53 - Trinity	105
54 - Tulare	107
55 - Tuolumne	109
56 - Ventura	111
57 - Yolo	113
58 - Yuba	115
Out of State	000
1st District (SF)	100

LONG NAME	CODE VALUE
2nd District (LA)	110
2nd Sub District (Ventura)	117
3rd District (Sac)	120
4th District (San Diego)	130

LONG NAME	CODE VALUE
4th Sub District (Riverside)	131
4th Sub District (Santa Ana)	132
5th District (Fresno)	140
6th District (Santa Clara)	150

# Appendix A5 – Country Code Values

LONG NAME	CODE VALUE
United States	US
Afghanistan	AF
Albania	AL
Algeria	DZ
American Samoa	AS
Andorra	AD
Angola	AO
Anguilla	Al
Antarctica	AQ
Antigua & Barbuda	AG
Argentina	AR
Armenia	AM
Aruba	AW
Australia	AU
Austria	AT
Azerbaijan	AZ
Bahamas	BS
Bahrain	ВН
Bangladesh	BD
Barbados	ВВ
Belarus	BY
Belgium	BE
Belize	BZ
Benin	BJ
Bermuda	BM
Bhutan	BT
Bolivia	ВО
Bosnia-Herzegovina	BA
Botswana	BW
Bouvet Island	BV

LONG NAME	CODE VALUE
Brazil	BR
British Indian Ocean Terr	10
Brunei	BN
Bulgaria	BG
Burkina Faso	BF
Burundi	BI
Cambodia	KH
Cameroon	CM
Canada	CA
Cape Verde	CV
Cayman Islands	KY
Central African Republic	CF
Chad	TD
Chile	CL
China	CN
Christmas Island (Pacific)	CX
Cocos (Keeling) Islands	СС
Colombia	СО
Comoros	KM
Congo	CG
Cook Islands	CK
Costa Rica	CR
Croatia	HR
Cuba	CU
Cyprus	CY
Czech Republic	CZ
Denmark	DK
Djibouti	DJ
Dominica	DM
Dominican Republic	DO

LONG NAME	CODE VALUE
Ecuador	EC
Egypt	EG
El Salvador	SV
Equatorial Guinea	GQ
Eritrea	ER
Estonia	EE
Ethiopia	ET
Falkland Islands	FK
Faroe Islands	FO
Fiji	FJ
Finland	FI
France	FR
French Guiana	GF
French Polynesia	PF
Gabon	GA
Gambia	GM
Georgia	GE
Germany	DE
Ghana	GH
Gibraltar	GI
Greece	GR
Greenland	GL
Grenada	GD
Guadeloupe	GP
Guam	GU
Guatemala	GT
Guernsey	GG
Guinea	GN
Guinea Bissau	GW
Guyana	GY
Haiti	HT
Heard McDonald Islands	НМ

LONG NAME	CODE VALUE
Honduras	HN
Hong Kong	HK
Hungary	HU
Iceland	IS
India	IN
Indonesia	ID
Iran	IR
Iraq	IQ
Ireland	IE
Isle Of Man	IM
Israel	IL
Italy	IT
Ivory Coast	CI
Jamaica	JM
Jan Mayen	SJ
Japan	JP
Jersey	JE
Jordan	JO
Kazakhstan	KZ
Kenya	KE
Kiribati	KI
Kuwait	KW
Kyrgyzstan	KG
Laos	LA
Latvia	LV
Lebanon	LB
Lesotho	LS
Liberia	LR
Libya	LY
Liechtenstein	LI
Lithuania	LT
Luxembourg	LU

LONG NAME	CODE VALUE
Macau	МО
Macedonia	MK
Madagascar	MG
Malawi	MW
Malaysia	MY
Maldives	MV
Mali	ML
Malta	MT
Marshall Islands	MH
Martinique	MQ
Mauritania	MR
Mauritius	MU
Mayotte	YT
Mexico	MX
Micronesia	FM
Moldova	MD
Monaco	MC
Mongolia	MN
Montenegro	ME
Montserrat	MS
Morocco	MA
Mozambique	MZ
Myanmar	MM
Namibia	NA
Nauru	NR
Nepal	NP
Netherlands	NL
Netherlands Antilles	AN
New Caledonia	NC
New Zealand	NZ
Nicaragua	NI
Niger	NE

LONG NAME	CODE VALUE
Nigeria	NG
Niue	NU
Norfolk Island	NF
North Korea	KP
Northern Mariana Islands	MP
Norway	NO
Oman	ОМ
Pakistan	PK
Panama	PA
Papua New Guinea	PG
Paraguay	PY
Peru	PE
Philippines	PH
Pitcairn Island	PN
Poland	PL
Portugal	PT
Puerto Rico	PR
Qatar	QA
Republic Of South Korea	KR
Reunion	RE
Romania	RO
Russia	RU
Rwanda	RW
San Marino	SM
Sao Tome & Principe	ST
Saudi Arabia	SA
Senegal	SN
Serbia	RS
Seychelles	SC
Sierra Leone	SL
Singapore	SG
Slovakia	SK

LONG NAME	CODE VALUE
Slovenia	SI
Solomon Islands	SB
Somalia	SO
South Africa	ZA
Spain	ES
Sri Lanka	LK
St Helena	SH
St Kitts & Nevis	KN
St Lucia	LC
St Pierre & Miquelon	PM
St Vincent & Grenadines	VC
Sudan	SD
Suriname	SR
Swaziland	SZ
Sweden	SE
Switzerland	СН
Syria	SY
Taiwan	TW
Tajikistan	TJ
Tanzania	TZ
Thailand	TH
The Democratic Republic of the Congo	CD
Togo	TG
Tokelau	TK
Tonga	ТО

LONG NAME	CODE VALUE
Trinidad and Tobago	TT
Tunisia	TN
Turkey	TR
Turkmenistan	TM
Turks & Caicos Islands	TC
Tuvalu	TV
Uganda	UG
Ukraine	UA
United Arab Emirates	AE
United Kingdom	GB
Uruguay	UY
Uzbekistan	UZ
Vanuatu	VU
Vatican City	VA
Venezuela	VE
Vietnam	VN
Virgin Islands(British)	VG
Virgin Islands(U.S.)	VI
Wallis & FUTUNA	WF
Western Sahara	EH
Western Samoa	WS
Yemen	YE
Zambia	ZM
Zimbabwe	ZW

### Appendix A6 – Permissive Health Event Reasons

HEALTH EVENT REASON	REASON	HEALTH EVENT
	CODE	
Birth/Placement	200	Add Dependent
Custody	202	Add Dependent
Domestic Partner Add	215	Add Dependent
Domestic Partner Child Add	216	Add Dependent
Economically dependent	203	Add Dependent
Loss of Coverage	204	Add Dependent
Marriage	201	Add Dependent
Medically Disabled	210	Add Dependent
New Contracting - Medically Disabled	218	Add Dependent
Off pay Open Enrollment	207	Add Dependent
Return from Military Leave	205	Add Dependent
Special Enrollment Dependent	213	Add Dependent
Cancel: Perm Separation	515	Cancel Coverage
Military Leave	534	Cancel Coverage
Off Pay Status Cancel	533	Cancel Coverage
Subscriber request	505	Cancel Coverage
Subscriber Request - COBRA	536	Cancel Coverage
Association membership	403	Change Health Plan
Change Plan due to Eligibility ZIP Change	412	Change Health Plan
Move	402	Change Health Plan
Off Pay during Open Enrollment	401	Change Health Plan
Special Enrollment - Change Health Plan	405	Change Health Plan
Chg to deduct-FMLA	715	Change Premium Payment Method
Chg to deduct-Return to Work	712	Change Premium Payment Method
CSU Inactive	708	Change Premium Payment Method
Insufficient earnings	709	Change Premium Payment Method
LOA	704	Change Premium Payment Method
Pending NDI	710	Change Premium Payment Method
PI/ off pay	706	Change Premium Payment Method

HEALTH EVENT REASON	REASON	HEALTH EVENT
	CODE	
Suspension	707	Change Premium Payment Method
Worker Comp/Claim Pending	705	Change Premium Payment Method
COBRA Death of Employee	134	COBRA New Enrollment
COBRA Dep Cont-Sub on Medicare	135	COBRA New Enrollment
COBRA Div/Sep/Mv from Household	133	COBRA New Enrollment
COBRA Loss of Dependent Status	136	COBRA New Enrollment
COBRA Loss of Employment	132	COBRA New Enrollment
COBRA New Contract Agency Dep	140	COBRA New Enrollment
COBRA New Contract Agency Sub	139	COBRA New Enrollment
COBRA Reduction in Hours	131	COBRA New Enrollment
Pending Retirement	119	Continued Enrollment
Pending Retirement - Deferred Retirees	169	Continued Enrollment
Re-enroll SES/PA FFPO Survivor	146	Continued Enrollment
Change of custody	312	Delete Dependent
Gains other coverage	307	Delete Dependent
Ineligible dependent	306	Delete Dependent
Legal separation	308	Delete Dependent
Military - Del Dependent	309	Delete Dependent
Optional Delete	311	Delete Dependent
Vacates household	313	Delete Dependent
BU 06 PI Cadet New Enroll	153	New Enrollment
Enroll < half time Emp	148	New Enrollment
Enroll Own right Employees	108	New Enrollment
Late or Loss of Coverage (Emp)	101	New Enrollment
Layoff: Enroll Direct Pay	123	New Enrollment
Military - New Enrollment	103	New Enrollment
NC EE Enroll < half time Emp	150	New Enrollment
New Contracting Employee	115	New Enrollment
New Contracting LOA	118	New Enrollment
New contracting Survivor without Benefits	163	New Enrollment
Off Pay during O/E	111	New Enrollment

HEALTH EVENT REASON	REASON	HEALTH EVENT
	CODE	
Off Pay eligible PI	107	New Enrollment
Re-employment	167	New Enrollment
Reinstatement	102	New Enrollment
Return from Off Pay Status	160	New Enrollment
Special Enrollment Employees	129	New Enrollment
State Retiree - Dental Enrollment	166	New Enrollment
STRS Survivor No Allowance	149	New Enrollment
Survivor Without Benefits	128	New Enrollment
Time Base & Tenure	100	New Enrollment
Time Base, Tenure, Hours	106	New Enrollment
OE Cancel Coverage	530	Open Enrollment
OE Enroll < half time Emp New Enrollment	170	Open Enrollment
Open Enrollment Add Dep	206	Open Enrollment
Open Enrollment Change Health Plan	400	Open Enrollment
Open Enrollment Delete Dependent	320	Open Enrollment
Open Enrollment Employees New Enrollment	104	Open Enrollment
Cancel Eligibility Zip - Employer	481	Update Enrollment
Change Eligibility Zip - Employer	480	Update Enrollment

# Appendix A7 – Dependent Relationship with Dependent Type valid reporting combinations

DEPENDENT RELATIONSHIP WITH CODE VALUE	DEPENDENT TYPE WITH CODE VALUE
Child (CHI)	Natural Born Child (DBC)
Child (CHI), Adopted Child (ADC)	Adopted Child (DAC)
Niece (NIE), Nephew (NEP), Grandchild (GC), Step Grandchild (SG), Great Grandchild (GG), Cousin (COU), Other person (OP)	Parent-Child (EDC)
Spouse (SPO)	Spouse (SPO)
Step Child (SC)	Step Child (STC)
Domestic Partner (DP)	Domestic Partner (DP)
Domestic Partner Child (DPC)	Domestic Partner Child (DPC)
Brother (BRO), Sister (SIS)	Sibling (SIB)

#### Resources

**Employer Technical Toolkit (ZIP, 10MB)** 

https://www.calpers.ca.gov/docs/employer-technical-toolkit.zip

**Encryption/Decryption & File Naming (PDF)** 

https://www.calpers.ca.gov/docs/encryption-decryption-file-naming.pdf

**Employer's Guide to the Technical Toolkit (PDF)** 

https://www.calpers.ca.gov/docs/employer-guide-tech-toolkit.pdf