

# Kansas Department of Revenue



## ***Kansas Insurance Reporting Guide***

**Kansas Department of Revenue  
915 SW Harrison Street  
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## 1.2 Testing Procedures

Our testing procedures will consist of two phases:

1. Transaction format testing: Ensure that returns sent in the Kansas proprietary format or sent in the TS811 format are formatted correctly. We will also check to see that EDI filers properly receive a TS 997 acknowledgment.
2. Validation testing: Testing to determine that data submitted by a trading partner is accurate and complete.

## 1.3 Error Reporting

Vehicle identification numbers that do not match our database will not be returned to the Insurance Company for correction. Insurance Companies who wish to receive a list of VIN's that do not match our database must request the report by marking the appropriate line on the Insurance Company Profile form.

## 1.4 Proprietary File Information

### Insurance Verification

- Insurance companies will provide their entire Kansas "book of business" through a monthly FTP process. The file will contain policy information on insured Kansas vehicles. KDOR will use the data provided to verify proof of insurance. The electronic filing process will be designed as follows:
  1. KDOR provides an Insurance Company Profile, Agreement and FTP instructions to insurance companies.
  2. Insurance Company completes the Profile and Agreement providing Insurance Company's information.
  3. KDOR receives the completed Profile and Agreement and forwards to the internal KDOR – EDI Coordinator.
  4. KDOR – EDI Coordinator resolves any incomplete information by contacting the Insurance Company as necessary or otherwise sets up the directory, and account information (user name & password).
  5. KDOR – EDI Coordinator notifies Insurance Company of account information and provides KDOR technical contact/support information.

Insurance companies will provide KDOR their data to be translated into a standard Kansas "Book of Business file" as follows:

Field Name	Field Maximum Length	Start Pos.	End Pos.	Required/Optional
<b>NAIC</b>	<b>5</b>	<b>1</b>	<b>5</b>	<b>Required</b>
<b>VIN</b>	<b>17</b>	<b>6</b>	<b>22</b>	<b>Required</b>
<b>Policy Number</b>	<b>20</b>	<b>23</b>	<b>42</b>	<b>Required</b>
<b>Policy Transaction Code</b>	<b>3</b>	<b>43</b>	<b>45</b>	<b>Required</b>
<b>Policy Expiration Date (CCYYMMDD)</b>	<b>8</b>	<b>46</b>	<b>53</b>	<b>Required</b>
Make	4	54	57	
Year	4	58	61	
Vehicle Plate Number	10	62	71	
Policy Owner Last Name	35	72	106	
Policy Owner First Name	30	107	136	
Policy Owner Mid Name	1	137	137	
Policy Owner Suffix	3	138	140	
Policy Owner Driver License Number/Tax ID/Business Policy	20	141	160	
Policy Owner Date of Birth(CCYYMMDD)	8	161	168	
Policy Owner address	50	169	218	
Policy Owner City	25	219	243	
Policy Owner State	2	244	245	



## 2. SPECIFICATIONS

The following fields are required by the state of Kansas for the TS 811 insurance reporting. These fields may have different size requirements from the ALIR (Automobile Liability Insurance Reporting) implementation guide. Otherwise the Kansas TS 811 insurance reporting requirements follow the national standard set forth in the TS 811 ALIR version 003050 – version 3 Implementation Guide.

<b>Business Value</b>	<b>SIZE</b>	<b>REQ/SIT</b>	<b>SEG/ELEMENT</b>	<b>DESCRIPTION</b>
Interchange Control Header	2	R	ISA07	'01'
Interchange Control Header	15	R	ISA08	'835107079'
Functional Group Header	15	R	GS02	Senders Duns <b>or</b> Senders US Federal Tax ID # <b>or</b> Senders NAIC
Functional Group Header	9	R	GS03	'835107079'
Receiver Name	2	R	N101	'2F' (State)
Receiver Name	35	S	N102	'Kansas DMV' (Recipients Name)
Insurer Name	5	R	NM109	NAIC Code
State Name	35	R	NM103	'KS'
Transaction Purpose	3	R	SI03	'LOD'
Policy or Binder Number	20	R	REF02	Policy Number
Policy Dates	3	R	DTM01	'036'
Policy Dates	6	R	DTM02	Policy Expiration Date (YYMMDD format)
Policy Dates	2	R	DTM05	Century of Policy Expiration Date (CC format)
Vehicle Information	17	R	VEH02	VIN (Vehicle Identification Number)

For an example of the Kansas mapping requirements, please refer to the Kansas Insurance Reporting Map Example located on our website, [www.ksrevenue.org/dmv/](http://www.ksrevenue.org/dmv/).





