

MVA/ACIS – Progress Bulletin

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ACIS User's Guide Version 2.0 and Sample Files

The second update to the ACIS User Guide is available for download from the ACIS web page at:

<http://www.mstechnologies.com/acis.htm>

Sample files for FR-13 and FR-19 data in EDI and magnetic data formats are available to be downloaded as well.

If you do not have Internet access, please send a request to the contact listed below. ❖

Version 2.0 Updates

Please pay particular attention to the updates to Version 2.0 included in the following sections:

Section 4.1 MD MVA VAN mailbox information

Section 4.3 Initial Insurance Database Load

Section 4.5 Administrative Rules/Reporting Requirements

Section 6.0 Updates to Data Element Specifications (details of changes available in Appendix C - Update History)

Section 8.0 Project Contacts ❖

Contact Information

Acisinfo@mstechnologies.com or

Marjorie Murphy, ACIS Project Manager

Phone: 410-787-7976.

Fax Number: 410-768-7159

e-mail: mmurphy@mdot.state.md.us

RESPONSES TO FREQUENTLY ASKED QUESTIONS (FAQ)

1. **What is the reporting frequency of data?** Reporting criteria is outlined in Section 4.5 of Version 2 of the State of Maryland ACIS User's Guide. Transactions must be submitted at least bi-weekly but will be accepted on a daily basis
2. **What is the cancellation reason code "MAF - MAIF Rejection"?** MAIF Rejection is a unique code that will only be used by the Maryland Automobile Insurance Fund, Maryland's insurer of last resort, when an applicant is not eligible for insurance.
3. **What constitutes a vehicle specific policy?** A policy, which provides coverage for "scheduled vehicles", the VIN of each vehicle covered by the policy shall be reported.
4. **What constitutes a non-vehicle specific policy?** A policy which provides coverage for "any auto or all owned vehicles" and does not include a schedule of vehicles. If a schedule of vehicles is maintained, the policy shall be reported as vehicle specific.
5. **What are the penalties for failure to report and having too many errors when reporting?** No penalties are imposed for failure to report or for those that have poor data quality. Non-compliance will be reported to the Maryland Insurance Administration for further administrative action.
6. **What types of vehicles need to be reported?** All self-propelled private passenger and commercial vehicles subject to Maryland's registration and compulsory insurance requirements must be reported. The following are not required to be reported: ATV, snowmobile, watercraft, and non-commercial trailer.
7. **How will garage liability policies and policies for dealer, transporter and repair plates be reported?** Garage Liability Policies and policies for dealer, transporter and repair plates will continue to be reported manually using the manual FR-13 available in the appendix of the User Guide.

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VAN and Secure FTP Server/VPN Access for EDI Transactions

MVA has established a VAN and mailbox for the transmission of insurance records. The communication between the ACIS EDI Software and the VAN mailbox has been successfully tested using a dial-up modem connection. MVA is currently testing the communication between trading partners using the VAN.

MVA is also creating a secure FTP network server or Virtual Private Network (VPN). Once in place, insurance companies will be able to transfer X12-811 EDI insurance transactions to and from the MVA as an alternative to using the VAN. The secure FTP server will require the user to have a valid certificate issued by the MVA in order to access the server. Trading partners will be allocated their own directory space on the server. ❖

When Can I Begin Testing

The testing of insurance transactions submitted to MVA is underway.

1. Magnetic test data should be clearly marked **ACIS MAGNETIC TEST DATA** and forwarded to the ACIS Media Test Coordinator listed in Section 8.0 of the User Guide.
2. EDI data to be submitted via a VAN account may be transmitted upon receipt of your trading partner information sheet, which includes the name of your VAN provider, EDI qualifier and code. MVA VAN account information may be found in Section 4.1 of the User Guide.
3. EDI data to be submitted via FTP to MVA's VPN may be submitted on a diskette or cartridge in the EDI format pending completion of the VPN and should be marked **ACIS EDI FTP TEST DATA**. ❖

ACIS INCO

A software program ACIS-INCO will be available to those companies whose volume is small enough where manual entry of insurance business would benefit from an automated process. ACIS-INCO will collect data from an insurer for FR-13 records. It will produce FR-13 diskettes (and optionally FTP transfer) for submission back to MVA for processing. It will process FR-19 verification request diskettes received from MVA and will provide the insurer a method to report verifications. The verifications will either be transferred back to MVA via diskette or optionally via FTP. ❖

8. **Do reporting requirements apply at a vehicle level or policy level?** Reporting requirements apply at a vehicle level. Vehicles added and deleted from a policy shall be reported as a NBS and XLC transaction, respectively.
9. **How long will new business reports be held at the MVA?** A new business report will be held for 60 days before rejection as a no match with the MD MVA database.
10. **What is the purpose of the control number and how will it be used?** The control number is used for tracking purposes for FR-19, verification records. The control number has been removed from the FR-13 record format and manual form in Version 2.0 of the Maryland ACIS User Guide

24 - Hour Interactive Voice Response (IVR) Telephone System

MVA is happy to announce the installation of our 24-hour IVR telephone system. This system allows customers to call the Insurance Compliance Division 24 hours a day and verify the status of their Insurance Verification case using a touch tone telephone. The customer calls 410-768-7431 or toll free at 1-888-768-7431 and enters their insurance verification case number and vehicle title number. The IVR will report the status of the case. Your customer service representatives or agents may also use this system to verify the status of a case prior to resubmitting a FR-19. Please be sure to share this information with your agents and customer service representatives.❖

Reminder

If you have not already done so, please return your "Trading Partner Information Sheet that is included in the User Guide.

The Information should be sent to:

Ms. Marva Salmi

Fax: 410-424-3102

Proposed Milestones

02/01,2000 – Phase II testing underway

05/01, 2000 – Phase III testing begins

July 1st, 2000 - Mandatory participation

September 1st, 2000 - Cutoff for testing submissions of insurers currently licensed through MD Insurance Administration