

Trading Partner Agreement

An EDI trading partner is any customer (provider, billing service, software vendor, employer group, financial institution, etc.) that transmits to, or receives electronic data from BlueChoice HealthPlan Medicaid. Trading partners agree to the terms and conditions of the Trading Partner Agreement.

The Trading Partner Agreement identifies the terms and conditions under which BlueChoice HealthPlan Medicaid and trading partners conduct electronic data interchange. The Agreement covers any and all electronic transactions between BlueChoice HealthPlan Medicaid and the trading partner that meet the requirements of the Health Insurance Portability and Accountability Act of 1996 (HIPAA).

The Trading Partner Agreement is a legally binding document and, as such, contains legal verbiage. By reference, the Agreement includes this Companion Guide. Refer to Section 3: Appendices for a sample EDI Trading Partner Agreement.

Covered Topics

The Trading Partner Agreement includes topics such as:

- Responsibilities of the parties;
- Financial arrangements, including which partner is responsible for telecommunications costs and other charges or fees that may apply;
- Security statements such as electronic signatures and security of transmitted data;
- Protecting confidential information;
- Privacy provisions; Amendment procedures; and
- References to the inclusion of this EDI User Guide as an attachment to, and as such part of, the Trading Partner Agreement.

Terms

To better understand trading partner agreements, review the following terminology:

- **Covered Entity** – Health Plans, Health Care Clearinghouses, and Health Care Providers.
- **Business Associate** – A person or entity who performs a function involving a covered transaction on behalf of a covered entity.
- **Business Partner** – An entity involved directly or indirectly with BlueChoice HealthPlan Medicaid. For example, software vendors may act as business partners. They provide applications to our providers used to create electronic data files and may, or may not, directly exchange transactions.
- **Trading Partner** – Refers to parties engaged in the exchange of business data through electronic means.

External – A non-BlueChoice HealthPlan Medicaid Entity that electronically exchanges data with Blue Choice HealthPlan Medicaid (i.e. providers, labs, other payers, clearinghouses, billing services, members)

Internal – A Trading Partner that is a part of BlueChoice HealthPlan Medicaid. Includes adjudication, payment, or processing systems.

Note: All trading partners are business partners, but not all business partners are trading partners.

Acceptance

The Trading Partner Agreement does not have to be signed or returned to EDI Solutions. It becomes effective on the date that you submit your first HIPAA production ANSI ASC X12N transaction to BlueChoice HealthPlan Medicaid. The Agreement will remain in effect until either party terminates the Agreement.

IMPORTANT! Read, become familiar with, and share this trading partner agreement with your legal advisor and staff before you begin the testing process to confirm that you meet the conditions and requirements stated in it.