

# EC/UC 916 Eligibility File

## Quick reference guide

Use this guide to assist you with inputting data in the UnitedHealthcare EC/UC 916 Eligibility File report. The report provides options for capitation reporting data analysis. For access to the report and technical assistance, please refer to the Help Menu.

Reference	Field name	Field description	Field format	Codes/Variables
A	RECORD_TYPE_INDICATOR	Record Type Indicator  Note: The first row of the file will contain the column headers in the field name column.	3 alpha characters	HDR – Header Record DTL – Detail Record TRL – Trailer Record
B	DETAIL_SEQ_NUMBER/CONTROL_TOTAL	Detail Records (DTL) will be sequentially numbered.  Trailer Records (TRL) will contain a control total that will match the highest sequence number of all the DTL records.	8 numeric characters	
C	FILE_TYPE_INDICATOR	File Type Indicator	1 alpha characters	I – Incremental F – Full
D	PROVIDER_CONTRACT_ID	Provider Contract ID	10 numeric characters	Example: 1234567890
E	PROVIDER_CONTRACT_TIN	Payee Tax Identification Number (TIN)	9 numeric characters	Example: 012345678

Reference	Field name	Field description	Field format	Codes/Variables
F	PROVIDER_GROUP_NAME	Provider Group Name or At-Risk provider name	40 alpha numeric characters	
G	NAME_OF_CARRIER	Name of Carrier/ Legal Entity	35 alpha numeric characters	Examples: EC: UHS – United Healthcare Services  UC: United HealthCare of California
H	PROVIDER_GROUP_NUMBER	EC – Contract Medicare/Medicaid Provider ID Number (MPIN)  UC – At-Risk provider ID	10 numeric characters	Example: 1234567890
I	RUN_DATE	Current Run Date	8 numeric characters  (YYYYMMDD)	Example: 20250501
J	RUN_TIME	Current Run Time	8 numeric characters  (HH:MM:SS)	Example: 12:10:38
K	START_DATE_FOR_ELIGIBILITY_EXTRACT	Eligibility extract data from date	8 numeric characters  (YYYYMMDD)	Example: 20250501
L	END_DATE_FOR_ELIGIBILITY_EXTRACT	Eligibility extract data to date	8 numeric characters  (YYYYMMDD)	Example: 20250501
M	TRANSACTION_CODE	Transaction Code	1 alpha character	1) Monthly full file will be A – Add  2) Weekly Incremental can be: A – Add C – Change T – Term

Reference	Field name	Field description	Field format	Codes/Variables
N	LOB	Line of Business	2 alpha characters	EI – Employer and Individual (Commercial) MR – Medicare and Retirement
O	MEMBER_SOURCE_SYSTEM	The originating system of the membership	10 alpha characters	Example: EC: COSMOS GPS CSP  UC: CIRR
P	SUBSCRIBER_ID_CARD	Subscriber ID Card Number	15 alpha numeric characters	
Q	MEMBER_ID_CARD_NUMBER	Member ID Card Number	15 alpha numeric characters	
R	MEMBER_ID1	Source system member Identifier	27 alpha numeric characters	
S	MEMBER_ID1_TYPE	Member ID1 identifier	20 alpha characters	Examples: EC: COSMOS Key  UC: UCAP Key
T	MEMBER_ID2	Member ID 2	15 alpha characters	
U	MEMBER_ID2_TYPE	Member ID2 identifier	4 alpha characters	
V	MEMBER_ID3	Member ID 3	15 alpha characters	
W	MEMBER_ID3_TYPE	Member ID3 identifier	4 alpha characters	
X	SUFFIX_CODE	Suffix Code	2 alpha numeric characters	EC ONLY  Works with relationship code

Reference	Field name	Field description	Field format	Codes/Variables
Y	RELATIONSHIP_CODE	Member relationship code	2 alpha numeric characters	EC: EE – Employee SP – Spouse CH – Child  UC: 01 – Spouse 03 – Father or mother 04 – Grandfather or grandmother
Z	SOCIAL_SECURITY_NUMBER	Member Social Security Number	9 numeric characters	Example: 012345678
AA	LAST_NAME	Member Last Name	30 alpha characters	
AB	FIRST_NAME	Member First Name	25 alpha characters	
AC	MIDDLE_INITIAL	Member Middle Initial	1 alpha character	
AD	GENDER	Members Gender Code	1 alpha character	Example: M – Male F – Female
AE	RESIDENTIAL_FOREIGN_ADDRESS	Indicates if address provided is outside of the United States.	3 alpha characters	Y – Yes N – No
AF	RESIDENTIAL_ADDRESS_LINE_1	Member Street address for residential address	55 alpha numeric characters	
AG	RESIDENTIAL_ADDRESS_LINE_2	Member secondary address information for residential address	55 alpha numeric characters	
AH	RESIDENTIAL_CITY_NAME	Member residential City	30 alpha characters	

Reference	Field name	Field description	Field format	Codes/Variables
AI	RESIDENTIAL_ST ATE	Member residential State	2 alpha characters	
AJ	RESIDENTIAL_ZI P_CODE	Member residential zip code	5 numeric characters	
AK	POSTAL_SUFFIX _CODE	Postal Suffix Code	4 numeric characters	
AL	MAILING_FOREI GN_ADDRESS	Value if member has moved out of country	3 alpha characters	UC ONLY
AM	MAILING_ADDR ESS_LINE_1	Street address for mailing address	55 alpha numeric characters	UC ONLY
AN	MAILING_ADDR ESS_LINE2	Secondary address information for mailing address	55 alpha numeric characters	UC ONLY
AO	MAILING_CITY_ NAME	Name of the city mapped to the ZIP code associated with the mailing address	50 alpha characters	UC ONLY
AP	MAILING_STATE	State mapped to the ZIP code	2 alpha characters	UC ONLY
AQ	MAILING_ZIP_C ODE	Mailing Zip code	5 numeric characters	UC ONLY
AR	MAILING_POSTA L_SUFFIX_CODE	Mailing Postal Suffix Code	4 numeric characters	UC ONLY
AS	MAILING_COUN TRY	Mailing country	2 alpha characters	UC ONLY
AT	PRIMARY_PHON E_NUMBER	Member primary phone number	12 numeric characters	Example: 123456789012
AU	PRIMARY_PHON E_NUMBER_TYP E	Member primary phone number type	15 alpha numeric characters	
AV	SECONDARY_P HONE_NUMBER	Member secondary phone number	12 numeric characters	Example: 123456789012
AW	SECONDARY_P HONE_NUMBER _TYPE	Member secondary phone number type	15 alpha numeric characters	

Reference	Field name	Field description	Field format	Codes/Variables
AX	BIRTH_DATE	Member date of birth	8 numeric characters (YYYYMMDD)	Example: 20020806
AY	WRITTEN_LANGUAGE_CODE	Member Written Language / Language Code	4 alpha characters	UC ONLY Example: ENG – English
AZ	SPOKEN_LANGUAGE_CODE	Member Spoken Language / Code	4 alpha characters	Example: ENG – English
BA	OTHER_COVERAGE_(ADDITIONAL_COVERAGE)	Member additional coverage indicator	1 alpha characters	Y – Yes N – No
BB	OTHER_CARRIER_COB_CODE	Other Carrier Coordination of Benefits Code (COB)	10 alpha characters	EC: I – Investigation S – Some level of COB currently or in the past BLANK – No known COB  UC: P – Primary S – Secondary T – Tertiary I – Investigation BLANK – No known COB
BC	PCP_NETWORK_NAME	Primary Care Provider Network Name	30 alpha characters	
BD	PCP_NETWORK_ID	Primary Care Network Identifier	15 alpha numeric characters	EC: PCP Division, Panel and Network values Example: ABC0010012345  UC: PCP Network Identifier Example: 1234567
BE	PROVIDER_ID1	Primary Care Provider Identification Number (i.e. MPIN)	15 numeric characters	Examples EC: 00010001234  UC: 123456789
BF	PROVIDER_ID1_TYPE	Primary Care Provider Identification Type	4 alpha characters	Examples: EC: MPIN  UC: CIRR

Reference	Field name	Field description	Field format	Codes/Variables
BG	PCP_EFFECTIVE_DATE	The effective date of the assignment to the member's primary care provider.	8 numeric characters (YYYYMMDD)	Example: 20020806
BH	PROVIDER_ID2	Primary Care Provider Identification Number (i.e. UHCID)	12 numeric characters	EC ONLY Example: 00010012345
BI	PROVIDER_ID2_TYPE	Primary Care Provider Identification Type	7 alpha characters	EC ONLY Example: UHC ID PRPR ID
BJ	PROVIDER_ID3	Primary Care Provider Tax ID (TIN)	9 numeric characters	
BK	PROVIDER_ID3_TYPE	Primary Care Provider ID 3 Type	7 alpha characters	Example: PCP TIN
BL	PCP_NAME1	Primary Care Provider Name	40 alpha numeric characters	
BM	PCP_NAME2	Future Use	40 alpha numeric characters	
BN	NATIONAL_PROVIDER_ID	National Provider ID (NPI)	10 numeric characters	Example: 1234567890
BO	COVERAGE_TRANSACTION_EFFECTIVE_DATE	Effective date of member's association to a plan	8 numeric characters (YYYYMMDD)	Example: 20240101
BP	COVERAGE_TRANSACTION_END_DATE	End date of member's association to a plan	8 numeric characters (YYYYMMDD)	Example: 99990101
BQ	MEMBER_GROUP_ID	Policy ID	15 alpha numeric characters	Example: EC: ABC12345  UC: 1234567
BR	MEMBER_GROUP_ID_TYPE	Member Group ID Type	25 alpha numeric characters	Example: EC: Member Div Group Class/Plan  UC: Cirrus Member Group ID

Reference	Field name	Field description	Field format	Codes/Variables
BS	MEMBER_GROU P_NAME	Policy Name	40 alpha numeric characters	
BT	MEDICAL_PROD UCT_ID1	Benefit Network ID	10 alpha numeric characters	UC ONLY
BU	MEDICAL_PROD UCT_ID1_TYPE	Medical Product ID1 Type	19 alpha characters	UC ONLY
BV	MEDICAL_PROD UCT_ID2	UHC Benefit ID/ Base Plan	10 alpha numeric characters	UC ONLY
BW	MEDICAL_PROD UCT_ID2_TYPE	Medical Product ID2 Type	10 alpha characters	UC ONLY
BX	BENEFIT_OPTIO N	Benefit bundle option ID	10 alpha numeric characters	UC ONLY
BY	MEMBER_DISEN ROLLMENT_DAT E	Member Disenrollment date	8 numeric characters (YYYYMMDD)	Example: 20240730
BZ	ERISA_INDICAT OR	Employee Retirement Income Security Act Indicator	1 alpha character	UC ONLY  Y – Yes N – No
CA	MEDICARE_ID	Member's Medicare ID	12 numeric characters	EC ONLY  Example: 123456789012
CB	CMS_CONTRAC T_NUMBER	A unique identifier assigned by CMS to each contract that a Part D plan has with CMS. It is also used for managed care organizations (MCOs) to provide coverage to eligible Medicare beneficiaries	5 numeric characters	EC ONLY  Example: 12345
CC	CMS_PLAN_BEN EFIT_PACKAGE_ (PBP)	Centers for Medicare and Medicaid Plan Benefit Package (CMS PBP)	3 numeric characters	EC ONLY  Example: 123
CD	CMS_SEGMENT	Segment number associated with CMS contract ID and Plan benefit package ID for the enrollment beneficiary.	3 numeric characters	EC ONLY  Example: 123



Reference	Field name	Field description	Field format	Codes/Variables
CE	PASSPORT_INDICATOR	Passport Indicator	1 alpha character	EC ONLY  Y – Yes N – No
CF	PASSPORT_ACTIVATION_DATE	Passport Effective Date	8 numeric characters (MMDDYYYY)	EC ONLY  Example: 1012024
CG	PASSPORT_DEACTIVATION_DATE	Passport End Date	8 numeric characters (MMDDYYYY)	EC ONLY  Example: 12319999
CH	HOSPICE_INDICATOR	Hospice Indicator	1 alpha character	EC ONLY  Y – Yes N – No
CI	MEDICAID_MEMBER_ID	Member Medicaid ID	12 numeric characters	EC ONLY  Example: 123456789012
CJ	GOVT_PROGRAM_ID	State Program ID for Medicaid like CHIP or TANF etc.	25 alpha characters	EC ONLY
CK	OTHER_EXTERNAL_MEMBER_ID	Other External Member ID	8 numeric characters	

\*Note: The field format column represents max character length