



# COLORADO

## Division of Workers' Compensation

Department of Labor and Employment

Colorado Division of Workers' Compensation Department of Labor and Employment EDI for Claims Release 3.1

### Frequently Asked Questions

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## General

Q-1: How do I contact DOWC with questions on EDI Claims **Release 1** Reporting?

A-1: Send an email to the DOWC at [cdle\\_workers\\_compensation@state.co.us](mailto:cdle_workers_compensation@state.co.us).

Q-2: How do I contact DOWC with questions on **EDI Claims Release 3.1** Reporting?

A-2: Send an email to the DOWC EDI Support Mailbox at [codowcedi@verisk.com](mailto:codowcedi@verisk.com).

Q-3: Where are DOWC's EDI Claims 3.1 Requirements found?

A-3: Please refer to the "EDI Requirements" link under the EDI Resources section in the DOWC EDI Claims website (<https://codowcedi.info/>) for the Event Table, Element Requirement Table, and Edit Matrix.

Q-4: Where are DOWC's Statutes, Rules and Guidance found?

A-4: Please refer to the DOWC website (<https://cdle.colorado.gov/dwc/statute-rules-guidance>) for more information.

## Trading Partners

Q-1: How does my company become a trading partner with DOWC?

A-1: Complete and submit a Trading Partner Profile for EDI Claims Release 3.1. Colorado's EDI Claims Release 3.1 Trading Partner Registration can be found online at: <https://codowcedi.info/register>. Please refer to the Registration Instructions link under the Trading Partner Profile section (<https://www.codowcedi.info/>). Each Trading Partner profile is reviewed and must be approved by DOWC. An approved Trading Partner must complete successful testing.

Q-2: How do I send EDI Claims Release 3.1 FROI and SROI reports to the DOWC?

A-2: The Trading Partner Profile has a section called Filing Method. Under this section when completing this Trading Partner Profile, please select the desired option. You may send the EDI Claims Release 3.1 FROI and SROI reports in the following ways:

1. **DIRECT SFTP:** Report via a Direct Connection using SFTP from your own claims system. There is no cost to use this connection.
2. **DOWC WEB ENTRY:** Use the DOWC Web Entry system. The Web Entry system is a free service for companies with low claim volume (about 100 claims or less in a year) that do not use an EDI Vendor. The Web Entry system requires the data entry and submission of every applicable MTC transaction for an individual claim. Testing is not required for web entry.
3. **EDI VENDOR:** Use a Third-Party EDI Service Vendor. Vendor costs may apply depending on the services you request from the vendor. Access to the system will be provided prior to Production. Colorado will allow the EDI Vendor to perform the testing on behalf of their clients.

Q-3: As a Third-Party Administrator, we administer claims for several Insurers/Self-Insured Employers. Are we required to register each Insurer/Self-Insured Employer as a separate trading partner?

A-3: No, only one registration is required where you will list each company in the Subsidiary Insurer section of the form.

## Testing

Q-1: What are “test” transmissions?

A-1: Testing is a process used to determine whether you and DOWC can send and receive EDI reports. DOWC provides a Test Schedule and a list of the required test transactions.

Testing serves two purposes:

- 1) It ensures that all technical details of the transmission process are correct for all three systems -- reporters, the network, and DOWC.
- 2) It requires that the data details within the specific transaction types meet DOWC requirements.

The sender will be responsible for evaluating the acknowledgement transactions DOWC returns in response to the test.

For additional information, see the “DOWC Claims Release 3.1 Test Requirements” and “DOWC Claims Release 3.1 Test Feedback Request List” on the EDI website under the Implementation Information page: <https://codowcedi.info/impl-info>.

Q-2: While testing, can a trading partner test the FROI and the SROI together?

A-2: DOWC recommends that trading partners successfully test FROI transmissions before testing SROI transmissions. DOWC expects the trading partner to use the data from the FROI transactions for consideration in processing the SROI transactions, so errors with a FROI could impact SROI testing.

## Production

Q-1: When will DOWC approve me for production?

A-1: DOWC’s goal is to approve our trading partners for production as quickly as possible after the testing process is successful. The testing process is described in the “DOWC Claims Release 3.1 Test Requirements” under the EDI Implementation Test Requirements Overview on the Implementation Information page: <https://codowcedi.info/impl-info>.

Q-2: Once a trading partner has moved into production, where should questions be directed?

A-2: All questions should be directed to the DOWC EDI Support Mailbox at [codowcedi@verisk.com](mailto:codowcedi@verisk.com).

- Q-3: How long after I send a transmission to DOWC should I expect to receive an electronic acknowledgement?
- A-3: The cut-off for receipt of data from DOWC Trading Partners will be 11:59 PM EST, Monday through Friday. On Saturday and Sunday, Trading Partners can connect and upload FROI/SROI files which will be processed Monday. Colorado Trading Partners will receive acknowledgment files no later than 5:00 AM EST pending any unforeseen processing issues. If you have not received an acknowledgement within that time frame and have not received an advisory message, please contact the DOWC EDI Support Mailbox at [codowcedi@verisk.com](mailto:codowcedi@verisk.com).
- Q-4: Insurer Name Change- Sometimes an Insurer will shift a claim to another Insurer within their group. Does the AQ (Acquired Claim) MTC apply in this situation.
- A-4: No, send a FROI 02 to change the Insurer name. The AQ is only for changing a Claim Administrator.
- Q-5: Employee Notification - Please identify which paper "C" forms must continue to be supplied to the injured worker once we're in EDI Claims Release 3.1 Production.
- A-5: Please refer to the "Paper Form(s)" Column of the FROI and SROI Event Table tabs posted on the <https://codowcedi.info/requirements> page to determine if DOWC will still require a paper form to be sent to the parties noted in the "Receiver" column.
- Q-6: Codes- Are there any code values that are not valid in CO?
- A-6: Please refer to the Valid Value tab of the Edit Matrix located on the <https://codowcedi.info/requirements> page to determine the valid values that Colorado will accept.

### Transactions, Edits & Requirements

- Q-1: What edits will DOWC apply?
- A-1: DOWC's edits and complete requirements are located on the DOWC EDI Requirements page (<https://codowcedi.info/requirements>).
- Q-2: What should be transmitted to DOWC if a key Match Data is changed?
- A-2: Send a FROI MTC 02 Change transaction to change any key match field(s). Note: Only one (1) key match field can be changed with a FROI MTC 02 at a time unless noted otherwise on the Edit Matrix Match Data Table as multiple FROI 02 change transactions may be required. Refer to DOWC's Match Data Table located on the DOWC EDI Requirements page (<https://codowcedi.info/requirements>).
- Q-3: What coding for Part of Body, Nature of Injury, and Cause of Event will be used?
- A-3: Please see the Workers' Compensation Insurers Organization (WCIO) injury description table – Part/Nature/Cause.  
<https://www.wcio.org/Document%20Library/InjuryDescriptionTablePage.aspx>

Q-4: If the Employee SSN cannot be obtained nor another Employee ID, is there a default that can be used instead?

A-4: If Employee SSN (DN0042) is not available, then DOWC will accept the Employee ID Assigned by Jurisdiction (DN0154) (Used with Employee ID Type Qualifier (DN0270) = A) as follows defined on the Edit Matrix Population Restrictions table.

### Legacy Claims

Q-1: What is a Legacy claim?

A-1: A Legacy claim is any open claim previously accepted in R1 (prior to DOWC's EDI Claims R3.1 Implementation Date) for which a Jurisdiction Claim Number (JCN) has been assigned and Date Claim Administrator Had Knowledge of the Injury (DN0041) < 10/13/2025.

Q-2: Should EDI reports be filed on legacy claims?

A-2: Yes, First Report and Subsequent Report MTC URs must be sent on all legacy claims that are open or reopened in the claim administrator's system. Refer to DOWC Event Table MTC UR located on the DOWC EDI Requirements page (<https://codowcedi.info/requirements>).

Q-3: For legacy claims, is the JCN required to be reported on a UR?

A-3: Yes, the JCN is required on MTC UR. If the correct match data elements are present, a legacy claim will be located, and an acknowledgment will be sent with the JCN, which will be identical to the R1 JCN number previously assigned by DOWC's system.