## **277 Transaction File**

Once a file has been submitted to Tufts, it is the responsibility of the **provider** to make sure each file is accepted and has no errors. The 277 CA file indicates that the file was submitted and accepted by Tufts.

After uploading your submission file to Tufts, you will need to log back in (up to several hours after submission occurs) and download the raw 277 file. It looks like this:

ECONOMISED-WK0001-277CA-F5B7A89E-1716-48A0-A196-CC6C59A414C5.ack

Go under Receipts tab and select Read 277CA file.

| Receipts            | Reports              | Custom Repo |  |  |  |  |
|---------------------|----------------------|-------------|--|--|--|--|
| Read                | 277CA file           |             |  |  |  |  |
| Impo                | Import 835 File      |             |  |  |  |  |
| Add N               | Manual Pay           | ments       |  |  |  |  |
| Corre               | ct Rejected          | Items       |  |  |  |  |
| Add/                | Add/Edit Adjustments |             |  |  |  |  |
| Void a              | Void a Claim         |             |  |  |  |  |
| Edit a              | Claim                |             |  |  |  |  |
| Print               | Cash Repo            | rt          |  |  |  |  |
| Unpaid Claim Report |                      |             |  |  |  |  |
| Utility             | -Purge Rer           | nittance    |  |  |  |  |

Choose the Select 277CA file to Process button as seen below:

| 🐳 Read 277 |         |                              |         |         |         | _ | × |
|------------|---------|------------------------------|---------|---------|---------|---|---|
|            |         |                              |         |         |         |   |   |
|            |         | Select 277CA File to Process |         | Cancel  |         |   |   |
| Column1    | Column2 | Column3                      | Column4 | Column5 | Column6 |   |   |
|            |         |                              |         |         |         |   |   |
|            |         |                              |         |         |         |   |   |
|            |         |                              |         |         |         |   |   |
|            |         |                              |         |         |         |   |   |
|            |         |                              |         |         |         |   |   |
|            |         |                              |         |         |         |   |   |

You should get a message stating that there are no errors in the file.

The 277 will list errors in the file for specific individual/individuals. You will only have to correct those people. **Do NOT submit the entire file again**, just make the necessary corrections (ie: member's dob or ID, etc) to the specific claim or claims with the errors and resubmit them.

MMNET Х No errors in file = C:\Users\AlanaRobinson\Downloads\ECONOMISED-WK0001-277CA-9648 7A6E-4A6D-4442-BBC6-33E4F91B648F (1).ack OK