

Definitions	
Employee SSN	Either SSN or EDI must be provided. Used as a unique identifier for enrollment and administration
EmployeeID	Either SSN or EDI must be provided. Used as a unique identifier for enrollment and administration
FirstName	Used for personalized enrollment experience, and for any paper communications
LastName	Used for personalized enrollment experience, and for any paper communications
Birthdate	Used to determine eligibility and rates
Gender	
Address1	Used for personalized enrollment experience, and for any paper communications
Address2	Used for paper communications
City	Used for personalized enrollment experience, and for any paper communications
State	Used for personalized enrollment experience, and for any paper communications
Postal_Code	Used for personalized enrollment experience, and for any paper communications
CompanyName	Used for personalized communications
Phone	Used for voice drop communications
Email	Used for enrollment announcements
Payroll Frequency	Used to calculate applicable premium during enrollment experience
Deduction Frequency	Used to calculate applicable premium during enrollment experience
Location	Used to separate group bill by location, if applicable
Class	Used to separate group bill by job classification, if applicable
FTE - PT/FT	Used to determine eligibility
Hire Date	Used to determine eligibility
US Citizen	Used to determine eligibility
MI	Optional
Suffix	Optional
Prefix	Optional
OccupationTitle	Optional
Class	Optional
AnnualSalary	Optional
WorkAddress1	Optional
WorkAddress2	Optional
WorkCity	Optional
WorkState	Optional
WorkZip	Optional