Benefits Paid Charges Quarterly Download – Employer

Comma Delimited File Format

The format below outlines the data Benefits Paid Charges quarterly download layout. The file will be available for employers to download via the online MN-UI System. The detail data can be viewed daily online; however, the file download will be made available only quarterly. The data will contain Benefits Paid Charges information at a summary and detail transaction level for each applicant with assigned Benefits Paid Charges.

NOTE: Benefits Paid Charge protests have been eliminated by statute (268.047 Subd. 5) and will not be processed. Employers have the right to protest the applicant's determination of benefits within 30 days of receiving the notice of a claim (L5 – Benefits Claim Notification); thereafter, Charges will be assigned to the account and are not protest-able.

Benefits Paid Charge Detail Records – The following elements represent each payment or adjustment transaction made for a specific Benefit Account. This detail far exceeds previous detail provided by the Department and allows employers and agents to sort data by fiscal centers (units) or other data-mining purposes.

Column	Element Name	Element Description	Data Type
Column A	**Applicant SSN** (SSN)	Identifies the SSN for which charges Benefits are being paid. The SSN is a 9 digit numeric field formatted as 999-99-9999	Numeric
Column B	**Applicant First Name** (AppFName)	Identifies the Applicants first name.	Alpha/Numeric
Column C	**Applicant Middle Initial** (AppMI)	Identifies the Applicants middle initial (if available).	Alpha/Numeric
Column D	**Applicant Last Name** (AppLName)	Identifies the Applicants last name.	Alpha/Numeric
Column E	**Report Year** (RptYr)	The year associated with the Benefits Paid Charges. This is a four digit, numeric field.	Alpha/Numeric
Column F	**Report Quarter** (RptQtr)	The quarter associated with the Benefits Paid Charges. This is a one digit field. • 1 = 1st quarter • 2 = 2nd quarter • 3 = 3rd quarter • 4 = 4th quarter	Alpha/Numeric
Column G	**Current % Benefits Paid Charged** (PercChgd)	This data element identifies the last % Benefits Paid Charged assigned to the specific employer. The numeric value will be between 0 and 100% and contain values with up-to four decimal points (i.e, 89.1234%).	Numeric
Column H	**Transaction Date** (TranDate)	Represents the date the activity took place. The field will be 8 characters in length with no spaces or breaks. The data will be stored as 11082005 (November 11, 2005)	Numeric

Column I	Payment Week Begin Date (PayWkBegin)	Represents the week the payment or adjustment was applied. Payments/Adjustments are assigned a specific week; however, payments are made bi-weekly. The field will be 8 characters in length with no spaces or breaks. The data will be stored as 11082005 (November 11, 2005)	Numeric
Column J	Activity (Activity)	The activity element identifies if the transaction was a Payment or an Adjustment. Adjustments can be negative numbers. The data is numeric and will contain values within two decimal points.	Alpha
Column K	Unit (Unit)	The unit identifier is the four digit number assigned to the wage reporting or charged unit. All charges are "rolled-up" to the entity or company level, but charges can be parsed by unit.	Numeric
Column L	Benefits Paid Charged (BenPdChrgd)	Represents the total dollar amount attributed to the transaction. Adjustments can be negative numbers. The data is numeric and will contain values within two decimal points.	Numeric

File Format Example

987-65-4321,John,P,Smith,2005,1,75.5000,012405,01172005,Payment,0001,250.00
987-65-4321,John,P,Smith,2005,1,75.5000,012405,01172005,Payment,0001,250.00
987-65-4321,John,P,Smith,2005,1,23.5000,012405,01172005,Payment,0002,100.00
987-65-4321,John,P,Smith,2005,1,23.5000,012405,01172005,Payment,0002,100.00
234-56-7819,John,P,Smith,2005,1,100,012405,01172005,Payment,0001,350.00
234-56-7819,John,P,Smith,2005,1,100,012405,01172005,Payment,0001,350.00
234-56-7819,John,P,Smith,2005,1,100,012405,02272005,Adjustment,0001,-350.00
234-56-7819,John,P,Smith,2005,1,100,012405,02272005,Adjustment,0001,-350.00