The USID represents the unique member ID. The last two digits represents each member. (eg: Subscriber "00", Spouse "01", Child "02")	Subscriber or dependent name	Member's gender	The status field represents the current status of the member. Continuation is a COBRA member.	The account number represents the 5 digit group number (SU/SD) the middle letter represents the district, the last three numbers represent the employee class, plan choice and funding type.	This field represents who the member is, in relation to the subscriber.	Member's date of birth	Current membership type	Current effective date	Current end date	Member address fields			
USID	Name	Gender	Status	Account	Relation	DOB	Membership Type	Eff Date	End Date	Address 1	City	State	Zip
12345220300	SMITH, KAREN	Female	Active	12345S131	Subscriber	12/1/1952	Subscriber Only	1/1/2018	Active	123 YOUR STREET	YOUR TOWN	VT	55555
12343015700	RAY, RACHEL	Female	Active	12345C342	Subscriber	7/9/1972	Family	1/1/2018	Active	456 YOUR STREET	YOUR TOWN	VT	55555
12343015702	RAY, ROBIN	Female	Active	12345C342	Child	8/15/2005	Family	1/1/2018	Active	456 YOUR STREET	YOUR TOWN	VT	55555
12343015703	RAY, RAYMOND	Male	Active	12345C342	Spouse / Party to a Civil Union	5/6/1971	Family	1/1/2018	Active	456 YOUR STREET	YOUR TOWN	VT	55555
12341244500	INGALLS, LAURA	Female	Active	12345C342	Subscriber	2/23/1975	Subscriber + Children	1/1/2018	Active	789 YOUR STREET	YOUR TOWN	VT	55555
12341244504	INGALLS, MARY	Female	Active	12345C342	Child	5/10/2001	Subscriber + Children	1/1/2018	Active	789 YOUR STREET	YOUR TOWN	VT	55555
12342612500	JONES, JANE	Female	Active	12345S141	Subscriber	4/1/1960	Subscriber + Spouse/Partner	1/1/2018	Active	567 YOUR STREET	YOUR TOWN	VT	55555
12342612501	JONES, GARY	Male	Active	12345S141	Spouse / Party to a Civil Union	5/1/1960	Subscriber + Spouse/Partner	1/1/2018	Active	567 YOUR STREET	YOUR TOWN	VT	55555
12348668500	KEATON, MONICA	Female	Active	12345\$141	Subscriber	5/6/1982	Family	1/1/2018	Active	345 YOUR STREET	YOUR TOWN	VT	55555
12348668501	KEATON, MICHAEL	Male	Active	12345S141	Spouse / Party to a Civil Union	6/5/1982	Family	1/1/2018	Active	345 YOUR STREET	YOUR TOWN	VT	55555
12348668502	KEATON, MATTHEW	Male	Active	12345S141	Child	6/13/2008	Family	1/1/2018	Active	345 YOUR STREET	YOUR TOWN	VT	55555
12341984400	ARMSTRONG, LOUISE	Female	Continuation	123455431	Subscriber	12/1/1978	Subscriber Only	6/1/2018	Active	234 YOUR STREET	YOUR TOWN	VT	55555
85639236400	FARMER, DEBRA	Female	Inactive	12345S242	Subscriber	3/1/1952	Subscriber + Spouse/Partner	1/1/2018	8/31/2018	890 YOUR STREET	YOUR TOWN	VT	55555
85639236401	FARMER, JOHN	Male	Inactive	12345S242	Spouse / Party to a Civil Union	9/1/1952	Subscriber + Spouse/Partner	1/1/2018	8/31/2018	890 YOUR STREET	YOUR TOWN	VT	55555



ERC\* in the fall of 2017

The ERC\* provides the names together in one field, but this will need to be split on the IRS report

Use effective dates to determine number of months covered for IRS reporting

\*ERC - Employer Resource Center on BCBSVT website