

# 850 CSOS Purchase Order, CFRx Ordering System

ANSI X12-4010

Supplier Implementation Guide

Document Version 1.0

January 2020

# 850 Purchase Order

Functional Group ID=**PO**

## Introduction:

This Draft Standard for Trial Use contains the format and establishes the data contents of the Purchase Order Transaction Set (850) for use within the context of an Electronic Data Interchange (EDI) environment. The transaction set can be used to provide for customary and established business and industry practice relative to the placement of purchase orders for goods and services. This transaction set should not be used to convey purchase order changes or purchase order acknowledgment information.

## Heading:

	<u>Pos. No.</u>	<u>Seg. ID</u>	<u>Name</u>	<u>Req. Des.</u>	<u>Max.Use</u>	<u>Loop Repeat</u>	<u>Notes and Comments</u>
M	010	ST	Transaction Set Header	M	1		
M	020	BEG	Beginning Segment for Purchase Order	M	1		
Must Use	050	REF	Reference Identification	O	>1		
Must Use	050	REF	Reference Identification	O	>1		
Must Use	060	PER	Administrative Communications Contact	O	3		
Must Use	080	FOB	F.O.B. Related Instructions	O	>1		
LOOP ID - N1						200	
Must Use	310	N1	Name, BILL TO	O	1		
LOOP ID - N1						200	
Must Use	310	N1	Name, SHIP TO	O	1		
Must Use	330	N3	Address Information	O	2		
Must Use	340	N4	Geographic Location	O	>1		

## Detail:

	<u>Pos. No.</u>	<u>Seg. ID</u>	<u>Name</u>	<u>Req. Des.</u>	<u>Max.Use</u>	<u>Loop Repeat</u>	<u>Notes and Comments</u>
LOOP ID - PO1						100000	
M	010	PO1	Baseline Item Data	M	1		n1
Must Use	140	IT8	Conditions of Sale	O	1		

## Summary:

	<u>Pos. No.</u>	<u>Seg. ID</u>	<u>Name</u>	<u>Req. Des.</u>	<u>Max.Use</u>	<u>Loop Repeat</u>	<u>Notes and Comments</u>
LOOP ID - CTT						1	
Must Use	010	CTT	Transaction Totals	O	1		n2
M	030	SE	Transaction Set Trailer	M	1		

## Transaction Set Notes

1. PO102 is required.
2. The number of line items (CTT01) is the accumulation of the number of PO1 segments. If used, hash total (CTT02) is the sum of the value of quantities ordered (PO102) for each PO1 segment.

**Segment:** **ST** Transaction Set Header  
**Position:** 010  
**Loop:**  
**Level:** Heading  
**Usage:** Mandatory  
**Max Use:** 1  
**Purpose:** To indicate the start of a transaction set and to assign a control number  
**Syntax Notes:**  
**Semantic Notes:** 1 The transaction set identifier (ST01) is used by the translation routines of the interchange partners to select the appropriate transaction set definition (e.g., 810 selects the Invoice Transaction Set).  
**Comments:**  
**Notes:** \*\* Due to the nature of CSOS ordering, there will only be one ST/Transaction per ISA/transmission batch. \*\*

**Data Element Summary**

Ref.	Data Element	Name	Attributes
M	ST01	143 Transaction Set Identifier Code	M ID 3/3
		Code uniquely identifying a Transaction Set	
		850 - Purchase Order	
M	ST02	329 Transaction Set Control Number	M AN 4/9
		Identifying control number that must be unique within the transaction set functional group assigned by the originator for a transaction set	
		The transaction set control number will be set to 0001. There will only be one transaction set per interchange for CSOS orders.	

**Segment:** **BEG** Beginning Segment for Purchase Order  
**Position:** 020  
**Loop:**  
**Level:** Heading  
**Usage:** Mandatory  
**Max Use:** 1  
**Purpose:** To indicate the beginning of the Purchase Order Transaction Set and transmit identifying numbers and dates

**Syntax Notes:**

**Semantic Notes:** 1 BEG05 is the date assigned by the purchaser to purchase order.

**Comments:**

**Data Element Summary**

	<u>Ref.</u>	<u>Data</u>	<u>Name</u>	<u>Attributes</u>
	<u>Des.</u>	<u>Element</u>		
M	BEG01	353	<b>Transaction Set Purpose Code</b> Code identifying purpose of transaction set 00 - Original	M ID 2/2
M	BEG02	92	<b>Purchase Order Type Code</b> Code specifying the type of Purchase Order SA - Stand-alone Order	M ID 2/2
M	BEG03	324	<b>Purchase Order Number</b> Identifying number for Purchase Order assigned by the orderer/purchaser CVSHealth's Purchase Order Number	M AN 1/22
M	BEG05	373	<b>Date</b> Date expressed as CCYYMMDD CVSHealth's Purchase Order Date	M DT 8/8

**Segment:** **REF** Reference Identification  
**Position:** 050  
**Loop:**  
**Level:** Heading  
**Usage:** Optional (Must Use)  
**Max Use:** >1  
**Purpose:** To specify identifying information  
**Syntax Notes:**

- 1 At least one of REF02 or REF03 is required.
- 2 If either C04003 or C04004 is present, then the other is required.
- 3 If either C04005 or C04006 is present, then the other is required.

**Semantic Notes:**

- 1 REF04 contains data relating to the value cited in REF02.

**Comments:**

**Data Element Summary**

	<u>Ref. Des.</u>	<u>Data Element</u>	<u>Name</u>	<u>Attributes</u>
M	REF01	128	Reference Identification Qualifier Code qualifying the Reference Identification VR - Vendor ID Number	M ID 2/3
	REF02	127	Reference Identification Reference information as defined for a particular Transaction Set or as specified by the Reference Identification Qualifier CVSHealth Vendor Number	X AN 1/30

**Segment:** **REF** Reference Identification  
**Position:** 050  
**Loop:**  
**Level:** Heading  
**Usage:** Optional (Must Use)  
**Max Use:** >1  
**Purpose:** To specify identifying information  
**Syntax Notes:**

- 1 At least one of REF02 or REF03 is required.
- 2 If either C04003 or C04004 is present, then the other is required.
- 3 If either C04005 or C04006 is present, then the other is required.

**Semantic Notes:**

- 1 REF04 contains data relating to the value cited in REF02.

**Comments:**

#### Data Element Summary

	<u>Ref. Des.</u>	<u>Data Element</u>	<u>Name</u>	<u>Attributes</u>
M	REF01	128	Reference Identification Qualifier Code qualifying the Reference Identification	M ID 2/3
			D1 - Drug Enforcement Administration Order Blank Number (CSOS ID)	
	REF02	127	Reference Identification Reference information as defined for a particular Transaction Set or as specified by the Reference Identification Qualifier	X AN 1/30
			CSOS ID. Definition: Last two digits current year + uppercase 'X' + unique 6 digit # sequence per DEA #	

**Segment:** **PER** Administrative Communications Contact  
**Position:** 060  
**Loop:**  
**Level:** Heading  
**Usage:** Optional (Must Use)  
**Max Use:** 3  
**Purpose:** To identify a person or office to whom administrative communications should be directed  
**Syntax Notes:**

- 1 If either PER03 or PER04 is present, then the other is required.
- 2 If either PER05 or PER06 is present, then the other is required.
- 3 If either PER07 or PER08 is present, then the other is required.

**Semantic Notes:**  
**Comments:**

**Data Element Summary**

Ref.	Data	Name	Attributes
<u>Des.</u>	<u>Element</u>		
M	PER01	366 <b>Contact Function Code</b>	M ID 2/2
		Code identifying the major duty or responsibility of the person or group named DC - Delivery Contact	
	PER03	365 <b>Communication Number Qualifier</b>	X ID 2/2
		Code identifying the type of communication number TE - Telephone	
	PER04	364 <b>Communication Number</b>	X AN 1/80
		Complete communications number including country or area code when applicable CVSHealth Pharmacy Contact Telephone Number	

**Segment:** **FOB** F.O.B. Related Instructions  
**Position:** 080  
**Loop:**  
**Level:** Heading  
**Usage:** Optional (Must Use)  
**Max Use:** >1  
**Purpose:** To specify transportation instructions relating to shipment  
**Syntax Notes:**

- 1 If FOB03 is present, then FOB02 is required.
- 2 If FOB04 is present, then FOB05 is required.
- 3 If FOB07 is present, then FOB06 is required.
- 4 If FOB08 is present, then FOB09 is required.

**Semantic Notes:**

- 1 FOB01 indicates which party will pay the carrier.
- 2 FOB02 is the code specifying transportation responsibility location.
- 3 FOB06 is the code specifying the title passage location.
- 4 FOB08 is the code specifying the point at which the risk of loss transfers. This may be different than the location specified in FOB02/FOB03 and FOB06/FOB07.

**Comments:**

**Data Element Summary**

<b>Ref.</b>	<b>Data</b>	<b>Attributes</b>
<b><u>Des.</u></b>	<b><u>Element</u> <u>Name</u></b>	<b><u>M</u> <u>ID</u> <u>2/2</u></b>
M	<b>146</b> <b>Shipment Method of Payment</b> Code identifying payment terms for transportation charges PO - Prepaid Only	

**Segment:** **N1** Name, BILL TO  
**Position:** 310  
**Loop:** N1 Optional (Must Use)  
**Level:** Heading  
**Usage:** Optional (Must Use)  
**Max Use:** 1  
**Purpose:** To identify a party by type of organization, name, and code  
**Syntax Notes:**

- 1 At least one of N102 or N103 is required.
- 2 If either N103 or N104 is present, then the other is required.

**Semantic Notes:**  
**Comments:**

- 1 This segment, used alone, provides the most efficient method of providing organizational identification. To obtain this efficiency the "ID Code" (N104) must provide a key to the table maintained by the transaction processing party.
- 2 N105 and N106 further define the type of entity in N101.

#### Data Element Summary

Ref.	Data	Name	Attributes
<u>Des.</u>	<u>Element</u>		
M	N101	98 Entity Identifier Code	M ID 2/3
		Code identifying an organizational entity, a physical location, property or an individual	
		BT - Bill To	
	N103	66 Identification Code Qualifier	X ID 1/2
		Code designating the system/method of code structure used for Identification Code (67)	
		92 - Assigned by Buyer or Buyer's Agent	
	N104	67 Identification Code	X AN 2/80
		Code identifying a party or other code	
		CVSHealth Store Number	

**Segment:** **N1** Name, SHIP TO  
**Position:** 310  
**Loop:** N1 Optional (Must Use)  
**Level:** Heading  
**Usage:** Optional (Must Use)  
**Max Use:** 1  
**Purpose:** To identify a party by type of organization, name, and code  
**Syntax Notes:**

- 1 At least one of N102 or N103 is required.
- 2 If either N103 or N104 is present, then the other is required.

**Semantic Notes:**  
**Comments:**

- 1 This segment, used alone, provides the most efficient method of providing organizational identification. To obtain this efficiency the "ID Code" (N104) must provide a key to the table maintained by the transaction processing party.
- 2 N105 and N106 further define the type of entity in N101.

**Data Element Summary**

Ref.	Data Element	Name	Attributes
M	N101	Entity Identifier Code	M ID 2/3
		Code identifying an organizational entity, a physical location, property or an individual ST - Ship To	
	N103	Identification Code Qualifier	X ID 1/2
		Code designating the system/method of code structure used for Identification Code (67) 11 - Drug Enforcement Administration (DEA)	
	N104	Identification Code	X AN 2/80
		Code identifying a party or other code CVSHealth Store DEA Number	

**Segment:** N3 Address Information  
**Position:** 330  
**Loop:** N1 Optional (Must Use)  
**Level:** Heading  
**Usage:** Optional (Must Use)  
**Max Use:** 2  
**Purpose:** To specify the location of the named party  
**Syntax Notes:**  
**Semantic Notes:**  
**Comments:**

**Data Element Summary**

	<u>Ref.</u>	<u>Data</u>	<u>Name</u>	<u>Attributes</u>
M	N301	166	Address Information	M AN 1/55
			Address information	
			CVSHealth Store/Pharmacy Address	

**Segment:** **N4 Geographic Location**  
**Position:** 340  
**Loop:** N1 Optional (Must Use)  
**Level:** Heading  
**Usage:** Optional (Must Use)  
**Max Use:** >1  
**Purpose:** To specify the geographic place of the named party  
**Syntax Notes:** 1 If N406 is present, then N405 is required.  
**Semantic Notes:**  
**Comments:** 1 A combination of either N401 through N404, or N405 and N406 may be adequate to specify a location.  
 2 N402 is required only if city name (N401) is in the U.S. or Canada.

#### Data Element Summary

Ref.	Data		
<u>Des.</u>	<u>Element</u>	<u>Name</u>	<u>Attributes</u>
N401	19	City Name	O AN 2/30
		Free-form text for city name	
		City	
N402	156	State or Province Code	O ID 2/2
		Code (Standard State/Province) as defined by appropriate government agency	
		State	
N403	116	Postal Code	O ID 3/15
		Code defining international postal zone code excluding punctuation and blanks (zip code for United States)	
		Postal Code	

<b>Segment:</b>	<b>PO1</b> Baseline Item Data
<b>Position:</b>	010
<b>Loop:</b>	PO1 Mandatory
<b>Level:</b>	Detail
<b>Usage:</b>	Mandatory
<b>Max Use:</b>	1
<b>Purpose:</b>	To specify basic and most frequently used line item data
<b>Syntax Notes:</b>	<ol style="list-style-type: none"> <li>1 If PO103 is present, then PO102 is required.</li> <li>2 If PO105 is present, then PO104 is required.</li> <li>3 If either PO106 or PO107 is present, then the other is required.</li> <li>4 If either PO108 or PO109 is present, then the other is required.</li> <li>5 If either PO110 or PO111 is present, then the other is required.</li> <li>6 If either PO112 or PO113 is present, then the other is required.</li> <li>7 If either PO114 or PO115 is present, then the other is required.</li> <li>8 If either PO116 or PO117 is present, then the other is required.</li> <li>9 If either PO118 or PO119 is present, then the other is required.</li> <li>10 If either PO120 or PO121 is present, then the other is required.</li> <li>11 If either PO122 or PO123 is present, then the other is required.</li> <li>12 If either PO124 or PO125 is present, then the other is required.</li> </ol>
<b>Semantic Notes:</b>	
<b>Comments:</b>	<ol style="list-style-type: none"> <li>1 See the Data Element Dictionary for a complete list of IDs.</li> <li>2 PO101 is the line item identification.</li> <li>3 PO106 through PO125 provide for ten different product/service IDs per each item. For example: Case, Color, Drawing No., U.P.C. No., ISBN No., Model No., or SKU.</li> </ol>

#### Data Element Summary

Ref.	Data	Name	Attributes
<u>Des.</u>	<u>Element</u>		
	<b>PO102</b>	<b>330 Quantity Ordered</b> Quantity ordered	<b>X R 1/15</b>
		Quantity Ordered	
<b>Must Use</b>	<b>PO103</b>	<b>355 Unit or Basis for Measurement Code</b> Code specifying the units in which a value is being expressed, or manner in which a measurement has been taken CVSHealth Ordering Unit of Measure	<b>O ID 2/2</b>
		Unit Price	
	<b>PO104</b>	<b>212 Unit Price</b> Price per unit of product, service, commodity, etc. Unit Price (Example: 455.64)	<b>X R 1/17</b>
		Product/Service ID Qualifier	
	<b>PO106</b>	<b>235 Product/Service ID Qualifier</b> Code identifying the type/source of the descriptive number used in Product/Service ID (234) ND - National Drug Code (NDC)	<b>X ID 2/2</b>
		Product/Service ID	
	<b>PO107</b>	<b>234 Product/Service ID</b> Identifying number for a product or service National Drug Code (NDC)	<b>X AN 1/48</b>
		Product/Service ID Qualifier	
	<b>PO108</b>	<b>235 Product/Service ID Qualifier</b> Code identifying the type/source of the descriptive number used in Product/Service ID (234) VC - Vendor's (Seller's) Catalog Number	<b>X ID 2/2</b>

<b>PO109</b>	<b>234</b>	<b>Product/Service ID</b> Identifying number for a product or service Vendor's (Seller's) Catalog Number	<b>X</b>	<b>AN 1/48</b>
<b>PO110</b>	<b>235</b>	<b>Product/Service ID Qualifier</b> Code identifying the type/source of the descriptive number used in Product/Service ID (234) UI - UPC Consumer Package Code (1-5-5)	<b>X</b>	<b>ID 2/2</b>
<b>PO111</b>	<b>234</b>	<b>Product/Service ID</b> Identifying number for a product or service UPC Consumer Package Code (1-5-5)	<b>X</b>	<b>AN 1/48</b>

**Segment:** **IT8** Conditions of Sale  
**Position:** 140  
**Loop:** PO1 Mandatory  
**Level:** Detail  
**Usage:** Optional (Must Use)  
**Max Use:** 1  
**Purpose:** To specify general conditions or requirements and to detail conditions for substitution of alternate products

- Syntax Notes:**
- 1 At least one of IT801 IT802 IT803 IT805 or IT807 is required.
  - 2 If either IT808 or IT809 is present, then the other is required.
  - 3 If either IT810 or IT811 is present, then the other is required.
  - 4 If either IT812 or IT813 is present, then the other is required.
  - 5 If either IT814 or IT815 is present, then the other is required.
  - 6 If either IT816 or IT817 is present, then the other is required.
  - 7 If either IT818 or IT819 is present, then the other is required.
  - 8 If either IT820 or IT821 is present, then the other is required.
  - 9 If either IT822 or IT823 is present, then the other is required.
  - 10 If either IT824 or IT825 is present, then the other is required.
  - 11 If either IT826 or IT827 is present, then the other is required.

- Semantic Notes:**
- 1 IT803 is the maximum monetary amount value which the order must not exceed.
  - 2 IT804 is the account number to which the purchase amount is to be charged.
  - 3 IT805 is the date specified by the sender to be shown on the invoice.

- Comments:**
- 1 Element 235/234 combinations should be interpreted to include products and/or services. See the Data Dictionary for a complete list of IDs.
  - 2 IT808 through IT827 provides for ten different product/service IDs for each item. For example: Case, Color, Drawing No., U.P.C. No., ISBN No., Model No., or SKU.

#### Data Element Summary

<u>Ref.</u>	<u>Data</u>	<u>Name</u>	<u>Attributes</u>
IT801	563	Sales Requirement Code	X ID 1/2
Code to identify a specific requirement or agreement of sale			
IS - Substitute Item Allowed			
NS - No Substitutes			

**Segment:** **CTT** Transaction Totals  
**Position:** 010  
**Loop:** CTT Optional (Must Use)  
**Level:** Summary  
**Usage:** Optional (Must Use)  
**Max Use:** 1  
**Purpose:** To transmit a hash total for a specific element in the transaction set  
**Syntax Notes:**

- 1 If either CTT03 or CTT04 is present, then the other is required.
- 2 If either CTT05 or CTT06 is present, then the other is required.

**Semantic Notes:**  
**Comments:**

- 1 This segment is intended to provide hash totals to validate transaction completeness and correctness.

**Data Element Summary**

Ref.	Data	Name	Attributes
<u>Des.</u>	<u>Element</u>		
M	CTT01	354 <b>Number of Line Items</b>	M N0 1/6
		Total number of line items in the transaction set	
		The number of PO1 segments present in the transaction set.	
	CTT02	347 <b>Hash Total</b>	O R 1/10
		Sum of values of the specified data element.	
		Sum of the quantities ordered in the transaction (PO1 02 elements).	
		Example:	
		PO1**2*SY*455.64**ND*00002143480*VC*5027024~	
		PO1**18*PC*1.90**ND*9876543210*VC*123456~	
		So the calculation would be:	
		2 + 18 = 20 which would be 20 as the CTT02 value.	

**Segment:** **SE** Transaction Set Trailer  
**Position:** 030  
**Loop:**  
**Level:** Summary  
**Usage:** Mandatory  
**Max Use:** 1  
**Purpose:** To indicate the end of the transaction set and provide the count of the transmitted segments (including the beginning (ST) and ending (SE) segments)  
**Syntax Notes:**  
**Semantic Notes:**  
**Comments:** 1 SE is the last segment of each transaction set.

**Data Element Summary**

	<u>Ref. Des.</u>	<u>Data Element</u>	<u>Name</u>	<u>Attributes</u>
M	SE01	96	<b>Number of Included Segments</b> Total number of segments included in a transaction set including ST and SE segments	M N0 1/10
M	SE02	329	<b>Transaction Set Control Number</b> Identifying control number that must be unique within the transaction set functional group assigned by the originator for a transaction set This must be the same number as is in the ST segment (ST02) for the transaction set.	M AN 4/9

**Example:**

ISA\*00\* \*00\* \*ZZ\*SENDERID \*01\*RECEIVERID  
\*150210\*1714\*U\*00400\*000153729\*0\*P\*^~  
GS\*PO\*SENDERID\*RECEIVERID\*20150210\*1714\*3865\*X\*004010~  
ST\*850\*0001~  
BEG\*00\*SA\*9275701\*\*20190923~  
REF\*VR\*2J017~  
REF\*D1\*19X000001~  
PER\*DC\*\*TE\*555-999-8801~  
FOB\*PO~  
N1\*BT\*\*92\*00394~  
N1\*ST\*\*11\*ZZ9387832~  
N3\*1479 NEWMAN AVE.~  
N4\*SEEKONK\*MA\*02771~  
PO1\*\*2\*SY\*455.64\*\*ND\*00002143480\*VC\*5027024~  
IT8\*IS ~  
PO1\*\*18\*PC\*1.90\*\*ND\*9876543210\*VC\*123456~  
IT8\*NS ~  
CTT\*4\*20~  
SE\*16\*0001~  
GE\*1\*3865~  
IEA\*1\*000153729~