



Electronic and Wage Detail Electronic Reporting  
Agent Information

## **Agent Client Rate File Format**

**New Mexico Department of Workforce Solutions**  
*NMDWS*

**Revised: 2/1/2012**

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## DOCUMENT REVISION HISTORY

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Date*	Version	Responsible	Reason for Revision
2/1/2012	1.0	JLC	Initial Release

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## 1 INTERFACE SUMMARY INFORMATION

The Client Rate File contains rate data for all employers who have authorized the TPA to file employment and wage reports on their behalf. The file will contain data that is current as of the day the file is generated. Files will be generated quarterly. The file will also contain the wage base for the current year.

Interface Summary Information	
Interface Type	The file is a comma delimited text file (.csv).
Trigger for Interface	The files are created by a batch which will be run periodically on a quarterly schedule.
Method of Delivery	TPAs will be able to retrieve the most recent file from the online system or their assigned FTP folder.

## 2 INTERFACE PARAMETERS

The table below outlines the interface parameters:

Interface Parameters		
Parameter	Description	Business Logic
Interface Title	<TPA ID>_<Date>	<p>TPA ID = TPA ID assigned by the system when the TPA account is registered.</p> <p>Date = Date the file was generated, this may not be the current date.</p>

## 3 FIELD LAYOUT

The Client Rate File will contain a header record and then a record for each employer that has authorized the TPA to file wage reports on their behalf. The file will be current as of the date it is run, subsequent changes in authorization by employers will not be reflected in the file until the batch that generates the files is run again. The file is NOT generated on demand; it is generated by a batch and stored for later retrieval.

The file will be sorted by Employer Account Number (EAN) ascending.

File Layout		
Field Name	Format/Description	Logic/ Validation
The following elements are in the header record		
TPA ID	TPA ID assigned by the system when the TPA account is created.	Will contain the TPA ID associated with the user that retrieves the file.
Date	Date file is generated	Format is MM/DD/CCYY
Rate Year	Numeric	Format is CCYY This field contains the year for the rate data contained in the file,
New employer Rate	Numeric	The new employer rate for the period for which the file is generated.
UI Wage Base	Numeric	The NM wage base for the period for which the file is generated. Will contain whole dollar amounts, no decimals.



The following data is contained in each employer record.		
Employer Account Number	Numeric	Employer account number
Employer UI Contribution Rate	Numeric with decimal	The employer contribution rate for the period for which the file is generated. There will be only one rate per file. If the file is generated in January, it will be for the prior year (the year for which the next wage report is due).

**4 FIELD LAYOUT EXAMPLE**

500000001,08/25/2010,2010,2.75,18900

12345678,3.00

87654321,2.75