



TENNESSEE DEPARTMENT OF HEALTH  
DIVISION OF HEALTH STATISTICS  
HOSPITAL DISCHARGE DATA SYSTEMS  
CORDELL HULL BUILDING, FOURTH FLOOR  
425 FIFTH AVENUE, NORTH  
NASHVILLE, TN 37243

TO: All Tennessee Hospitals

FROM: George Wade, Manager, Patient Record Data Systems  
Division of Health Statistics, Tennessee Department of Health

SUBJECT: Requirement to report Joint Annual Report (JAR) ID number on all discharge records

DATE: May 11, 2007

**THIS LETTER INDICATES A *CHANGE* TO THE UB-04 HOSPITAL DISCHARGE DATA SYSTEM USER MANUAL THAT WAS RECENTLY MADE AVAILABLE TO HOSPITALS.**

The Department of Health will require all hospitals to report their 5-character Joint Annual Report ID (JAR ID) number on every discharge record submitted in the new UB-04 layout effective with discharges occurring on or after July 1, 2007. The JAR ID number should be reported in Field 254 on the new UB-04 layout currently labeled "Medicare Provider ID Number". These are positions 2046-2057 in the new UB-04 layout.

Since the field allows for 12 positions in the layout, the following specifications are for reporting the JAR ID.

- 1) JAR ID is **required** on all discharge records submitted by a facility, and
- 2) JAR ID should be reported as 5 characters (including leading zero when necessary), and
- 3) JAR ID should be left justified, leaving blank positions to the right.

The facility's NPI is also a required field for every discharge record and this information should be reported in Field 171, labeled "National Provider ID (NPI)" in positions 1497-1511.

Attached is a list of all hospitals and the corresponding JAR ID number each facility should report in these positions on their discharge records.

xc Marguerite Lewis, Director  
Division of Health Statistics, Tennessee Department of Health