### DA017 – Reply to Contestation of Individual Claim - Benefits in Kind (RPY\_COC)

**Purpose of the SED:**

The SED DA017 is used to reply to contestation for an individual claims.

* DA017 have to be sent within 12 months of the end of the month during which the contestation was received by the liaison body. If the deadline is not met the contestation are deemed to be accepted by you and the claim or its relevant parts are definitely rejected;
* DA017 can be sent several times, each time for a new batch of the individual claims which were contested.

Acronyms used in DA017:

* CLA – claim for reimbursement
* COC – contestation of a claim
* RPY\_COC – reply to contestation of a claim

Reimbursement SEDs includes 2 parts: global and individual.

Global part of DA017 includes following mandatory fields:

* **Reference numbers:**
  + “Global CLA Reference Creditor Liaison Body” – a reference number of the claim specified in the DA010, which should be copied without any change;
  + “Global COC Reference Debtor Liaison Body” – a reference number of the COC claim specified in the DA016, which should be copied without any change;
  + “Global RPY\_COC Reference Creditor Liaison Body” - a reference number of the reply to contestation to claim which allows to identify the reply in the next steps of the exchange and in any future communication (links the SEDs). It is a unique number for given reply and is repeated subsequently in the following SEDs at the global and at the individual level of SED.
* **Total number of individual contestation replies** – which summarizes the number of the replies for individual contestations and should be equal to the number of repeated (⭮) individual parts;
* **Total amount of accepted contestations** – which summarize the amounts of the accepted contestations to the claim which are specified in each individual claim. If none of the contestations was accepted the amount is equal 0;
* **Date of submission** – with a date on which DA017 is submitted by the Creditor Liaison Body (Case Owner).

Individual part of DA017, which can be repeated (⭮), allows to provide information about the reply to each contestation for individual ILP claim and includes following mandatory fields:

* **ID Creditor / Debtor Institution** – copied from DA010 – with identification data (Institution ID, institution name) either of the institution of the place of residence / stay which provided benefits and requested reimbursement (Creditor) or the competent institution which issued entitlement document and is responsible for covering the cost of the benefits (Debtor);
* **References** – a set of references which allows to identify the COC on global and individual level and connect it with the previous SEDs, including:
  + “Global CLA Reference Creditor Liaison Body” – a reference number of the claim specified in the DA010, which allows to link individual COC with the original global claim (DA010) and should be copied without a change;
  + “Global COC Reference Debtor Liaison Body” – a reference number of the COC specified in the global part of DA016 which allows to link individual reply to contestations RPY\_COC (DA017) with the global COC (DA016) and should be copied without a change;
  + “Global RPY\_COC reference Creditor Liaison Body” – a reference number of the RPY\_COC specified in the global part of DA017 which allows to link individual replies in DA017 with the global part of DA017 and should be copied without a change;
  + “Individual CLA number Creditor Liaison Body” – a reference number of the individual claim specified in the individual part of DA010 which allows to link the individual RPY\_COC (DA017) with individual claim (DA010) and should be copied without a change;
  + “Individual COC Number Debtor Liaison Body ” – a reference number of the individual COC specified in the individual part of DA016 which allows to link the individual RPY\_COC (DA017) with the individual COC (DA016) and should be copied without a change;
  + “Individual RPY\_COC number Creditor Liaison Body” – a reference number of the individual RPY\_COC which allows to identify the replies in the next steps of the exchange and in any future communication (links the SEDs). It is a unique number for given reply and is repeated subsequently in the following SEDs at the individual level of SED.
* **Person receiving benefits** – copied from DA010 – an information about the person who received the benefits in kind;
* **Reply to contestation** – with a list of predefined reasons:
  + 01 – Contestation accepted in full and invoiced concerned decreased – should be chosen if the contestation is accepted and the claims are being withdrawn from the claim (DA010). If this reason is chosen, the amount of the accepted contestation must be provided. This amount is being summarized in the **Total amount of accepted contestation** in the global part;
  + 02 – Contestation partially accepted and invoice concerned decreased – should be chosen if only part of the contestation for claim has been accepted. If this reason was chosen details on the reply must be provided;
  + 03 – Contestation after deadline, received on [date should be filled in] – should be chosen if the contestation was sent after 18 months of the end of the end of the month during which the claims were introduced to the liaison body of the debtor Member State. A date on which contestation was received must be provided;
  + 04 – Information requested updated – should be chosen if the reply includes a new updated information;
  + 05 – According to the attached documents the invoice has to be paid – should be chosen if documents supporting the claim are attached. If this reason was chosen details on the reply must be provided;
  + 06 – After checking no double invoice – should be chosen if there is no double invoice. If this reason was chosen details on the reply must be provided;
  + 07 – Enclosed you find the requested documents – should be chosen if documents supporting the claim are attached. If this reason was chosen details on the reply must be provided;
  + 08 – Enclosed you find the entitlement document – should be chosen if documents supporting the claim are attached. If this reason was chosen details on the reply must be provided;
  + 99 - Other – should be chosen if none of the replies available is applicable and it is a free text field. If this reply is chosen details about the other reason must be provided in the free text field;

It is possible to choose only one reply among the ones available. If the reply to contestation reason is different for each individual claim contestation you have to issue several DA017 each for new batch of individual claim contestations with the reply which applies, i.e. DA017 is issued for 10 individual claims contestations with reason no 01, another DA017 is issued for next [new] 10 individual claims contestations with reason no 02, etc.

* **Amount accepted contestations –** the amount of the accepted contestation which should be provided only if the reason no 1 was chosen;
* **Amount Benefits –** the amount of benefits from the original claim DA010.

It is possible to add attachments to DA017. Especially the proof to support the reply to contestations.

For general remarks applicable to all the AWOD SEDs click [here](AWOD_SEDs_General_Remarks.docx).

[In order to see the content and explanatory notes of SED DA017 please click here.](Forms/DA017_en.htm)