

NAME

Description: Individual or Organizational name

Allowable Values: Free-form entry field

Length:

Name Last/Org Name	60 or 35 **
Name First	35
Name Middle	25
Name Suffix	10
Preferred Name	25
Maiden Name	35

Notes: **** Use length of 35 for individuals and 60 for organizations. If using both in the same field, use 60.**

Minimum data elements:

Name Last/Org Name
Name First
Name Middle
Name Suffix

Other available data elements:

Prefix
Maiden Name
Preferred Name

Left Justified

Given name is preferred

Do not use space between hyphenated names

No space should be left between prefix and a name as in McBeth, McEnroe

If there is at least one non-blank component missing is not applicable.

External Standard: X12N for minimum elements and CIPHER for other available elements