

A stage spotlight is positioned in the upper left corner, casting a wide, conical beam of light. The beam starts as a soft purple glow near the spotlight and transitions into a bright, circular pool of white light on the floor. The text "IN THE SPOTLIGHT" is centered within the beam, written in a clean, white, sans-serif font. The background is solid black, making the light and text stand out prominently.

IN THE SPOTLIGHT

IN THE SPOTLIGHT

INTRODUCTION

- In the Spotlight materials are initially presented at an X12 corporate meeting, also known as a General Session
- Each presentation covers one topic, generally at a high-level
- These “quick hits” highlight new features and functions or to remind the audience of things they may have forgotten over time
- X12 welcomes suggestions for Spotlight topics
 - Submit suggestions on X12’s online feedback form at x12.org/feedback



IN THE SPOTLIGHT

THE WORDBOOK

- Consistent vocabulary facilitates effective and efficient communication within and between organizations
- Vocabulary is an important component in X12's activities and work products
- The term "lingo" references X12's official vocabulary, used in X12 work products and discussions
 - Includes individual words, stand-alone phrases, and related sets of words and phrases that need to be understood in context with each other



IN THE SPOTLIGHT

THE WORDBOOK

- The lingo is maintained in an extensive repository, along with definitions and other attributes
- The lingo repository is known as the **Wordbook**
- Access the Wordbook on the **Reference Page**
 - Check out the Word of the Day feature
 - Use your X12|ID to access the Wordbook
- *Organizational Lingo (CAP15)* defines X12's related policies



IN THE SPOTLIGHT

THE WORDBOOK

→ Wordbook Ground Rules

- The Wordbook includes just one term with the same, or materially the same, purpose or definition
- Wordbook terms are generally singular
- Wordbook terms are defined at the simplest level and may be combined in X12 work products to convey complex definitions



IN THE SPOTLIGHT

THE WORDBOOK

→ Wordbook terms and definitions are either:

- Specific to X12
- In common use
- Incorporated from a recognized authority, such as Robert's Rules of Order, the AMA, or the IRS
- External terms and definitions – properly cited and included for easier reference



WORDBOOK INITIAL VIEW

Glass | X12 VIEWER

Expand / Collapse All

- Introduction
- Stand-alone Terms
 - Acknowledgment
 - Adjustment
 - Advance Payment of Premium Tax Credit
 - Aerospace Industries Association
 - Affordable Care Act
 - Agent/Broker
 - Allowed Amount
 - American Dental Association
 - American Health Information Management Association
 - American Hospital Association
 - American Medical Association
 - American National Standard
 - American National Standards Institute
 - ANS Candidate
 - Approved Amount
 - Approver
 - Artifact
 - ASC Operating Manual
 - ASC Standards Development Manual

X12 Wordbook

Introduction

To ensure consistency within X12, certain terms, definitions, abbreviations and acronyms are adopted for organizational use and maintained in this corporate reference. The terms and definitions are either specific to X12 or incorporated from other recognized sources, such as Robert's Rules of Order (RONR). Inclusion of external terms and definitions reduces the need for

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USING THE WORDBOOK



Stand-alone terms appear first, in alphabetical order

USING THE WORDBOOK



Associated term sets follow the stand-alone terms

IN THE SPOTLIGHT

THE WORDBOOK

→ To search for a specific term in the Wordbook

- Expand all the sections of the tree
- Use the browser search function



TERM ATTRIBUTES

X12 Wordbook

Maintenance Request

A suggestion for one or more revisions to an X12 work product submitted via X12's Maintenance Request System.

?	Acronym	MR
?	Synonym	Change Request
?	Owner	Board
?	Overseer	Governance Panel
?	Maintainer	N/A

IN THE SPOTLIGHT

SUMMARY

- The X12 Wordbook is a living online resource that promotes consistent word and term use within the organization
- All X12 groups are obligated to use the Wordbook lingo in their collaborations and in the X12 products they maintain
- Suggestions for new terms are always welcome at x12.org/feedback



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X12

