# RI Medicaid Healthcare Portal Using the Healthcare Portal



PR0054 V1.5 11/03/2022

### What is the Healthcare Portal?

- Trading Partners and their delegates access business actions through the Healthcare
   Portal
  - Verifying eligibility
  - Access to Remittance Advice
  - Prior Authorization status
  - Claims searches
- All Trading Partners must first complete the registration process in the Portal to gain access (Instructions for registering in the Portal are posted on the <u>Healthcare Portal page</u> of the EOHHS website). <u>www.riproviderportal.org</u>

Enter your User ID here and click Log In



Home

Where do I enter my password?

Protect Your Privacy! Always log off and close all of your browser windows

Would you like to enroll as a Provider?

#### Provider Enrollment

Would you like to change or add electronic funds transfer?

#### Electronic Funds Transfer

Would you like to enroll as an Ordering, Prescribing or Referring

#### What can you do in the RI Medicaid Health Care Portal

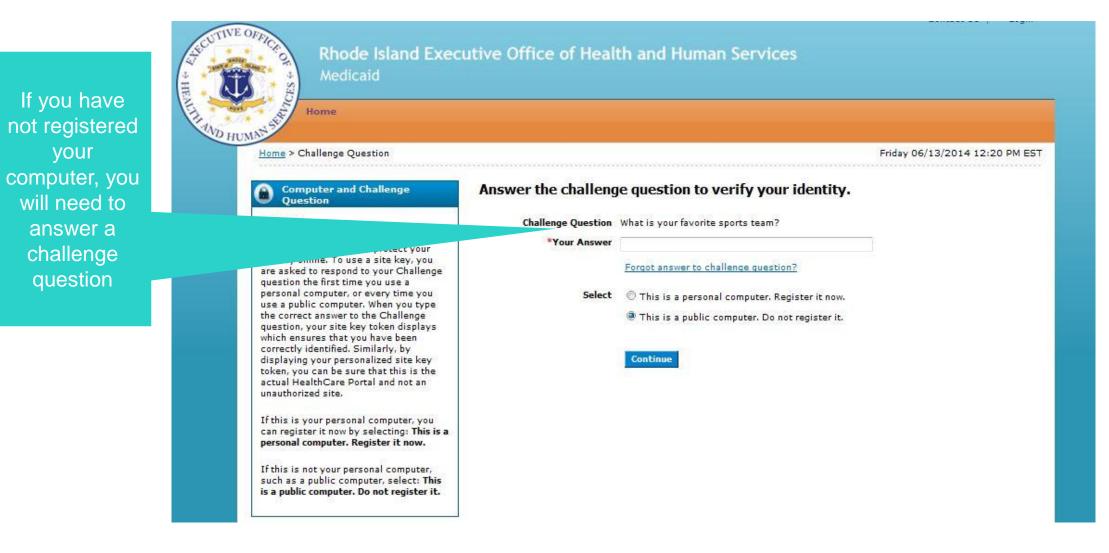
Through this secure and easy to use internet portal:

- · Healthcare providers and Billing Agents can enroll as a Trading Partner with RI Medicaid.
- Trading Partners can access eligibility, claim status, file exchange and other Interactive Web Services, using their Trading
  Partner ID as their User ID.



Provider Enrollment User Guide Trading Partner Enrollment User Guide **Trading Partner Agreement** 

ODD Descrides lices Chide





#### Rhode Island Executive Office of Health and Human Services

Medicaid

Home

Home > Challenge Question > Site Token Password

Friday 06/13/2014 12:26 PM EST

JUIILALL US

Confirm that your Site Key and Passphrase are correct. If they are, then enter your Password.

	Passphrase	Make sure your site	key token and passpin as	e are correct.
	Confirm that your site key token and passphrase are correct.	If the site key token and pass	phrase are correct, type your passwor	d and click <b>Sign In</b> .
e n	If you recognize your site key token and passphrase, you can be more comfortable that you are at the valid	If this is not your site key tok Call the <u>customer help desk</u> t	en or passphrase, do not type your pas o report the incident.	ssword.
	HealthCare Portal site and therefore is	Site Key:		
		Passphrase	Pool	
		*Password		If password is
			Sign In	forgotten, click
			Forgot Password?	here to reset.

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#### Healthcare Portal Password Issues – Self Help

#### Make sure your site key token and passphrase are correct.

If the site key token and passphrase are correct, type your password and click Sign In.

If this is	s not your	site key to	ken or pas	ssphrase,	do not	type your	password.
Call the	customer	help desk	to report f	the incide	nt.		



Change Password
* Indicates a required field.
Enter your Current Password, New Password, New Password Confirmation and click the Submit button.
*Current Password
*New Password
*Confirm New Password
Submit Cancel

#### Customer Service Help Desk

(401) 784-8100 for local and longdistance calls (800) 964-6211 for in-state toll calls

#### Forgot/Re-set Password

If you forget or need to re-set your password, select the "Forgot Password" link on the password page. You will be asked to verify your identify with a security question. You will receive a temporary password by email. Log in with that password and immediately change to a new permanent one.

#### Change Password

To change your password, you need to know your current password. From your Healthcare Portal User Homepage, select the "My Profile" link. Complete the change password page (see image above)

Passwords expire every 90 days and you cannot repeat any of the 6 previous passwords.

#### Locked Out

If you enter the wrong password too many times, you will receive a message that you are locked out.

Please contact the Customer Service Help Desk who will unlock your account and send a temporary password- if needed.

#### **REMINDER**:

Passwords must be **exactly** 8 characters: At least one upper case letter, one lower case letter, one number and no special characters. Passwords cannot be changed more than once per day.

### **User's Homepage**

	A HEALTH MAD	Medical	d	ecutive Office of Health and Human Services		
You are brought to the User Homepage		My Hame User Details Welcome My Profile Manage Accounts		Welcome Health Care Professional!	Friday 07/25/2014 10:14 AM EST	From this page, you will select the business action.
Access to My Profile		Provider Name Provider ID Location ID	NC 117 (NPI) MBIA	We are committed to make it easier for physicians and other providers to perform their business. Our secure site provides the ability to verify member eligibility, search for claims, and conduct electronic file exchanges (upload/download).	Check Dental/Vision Limits     Enter Eligibility     Enter TPL (Third Party Liability)     Message Center     Vien Remittance Advice	Some business actions will be on the list on the left, and some are across the top of the screen.
is here		Variation Partner	vC 5	Nels us provide better service to you! Click here to give us your feedback		

### Verify Eligibility

To verify igibility, select
this tab
S

We Harne > Wy Profile	Finday 06/21
Ny Jeofile	2
	Expand All   Collapse All
Contect Information	-
Display Name John D. Smith	
Phone Number 999-99999999 Current Email Provider_E-Mail_Address@xxx.com	
Current Email Provider_E-Mail_Address@nxx.com	
Current Email Provider_E-Mail_Address@xxx.com	Edit Delegate
Current Email Provider_E-Mail_Address@xxx.com Edit_ Roles	

If your delegate does not have access to check eligibility be sure it is on the account (see previous step)

From the "Manage Accounts" page, select the delegate's name, and then the "edit" tab. Be sure the function is checked. See image at right. If link for eligibility is missing, go to the User Homepage and click "My Profile" .

Select "Add Role" and complete this section. This will add access to eligibility and claims search.

	Edit Delegate		
	Modify the fie	lds below and click the	Submit button to update the information.
l		First Name	lois
ł		Last Name	lane
		Add Date	02/01/1980
		Delegate PIN	9876
		Delegate Code	10120
		*Status	Active      Inactive
	Select the fun (At least one	ctions that the delegat function must be selec	e is authorized to access. ted)
		*Functions	Claim - Inquiry
			✓ File Management
			Verify Eligibility
		Submit Cance	
-			

### **Eligibility**

This page will allow you to verify eligibility. The user will select NPI/Provider Type/ and Taxonomy.

The user then selects the Billing Provider from a prepopulated list.

Provider ID section is only for providers who do not qualify for an NPI.

#### Eligibility

Indicates a required field.					
lease select	ion. Either a Billing Pro	vider or Rendering Provider ca	n be specified. Status indicated	for the Billing Provider is base	ed upon the current state.
NPI 1	-	Provider Type		▼ Taxonomy	261QM2800X -
Billing Provider C				•	
Rendering Provider _					
he Provider ID will only be used for stypical	providers who do not	qualify for an NPI and Taxono	atunical		
Provider ID _	1113 30		alypical		
		providers			
	Haters only a die Ki	coprete an is the known, pleas	e enter une recupient à Last Hal	ing, that name, right most	(in survey), or or only, or out of them of
Recipient ID	Provider information. Ether a Biling Provider or Rendering Provider can be specified. Status indicated for the Billing Provider is based upon the current state.  NET Provider _ Provider _  Provider _  Provider _  De used for stypical providers who do not qualify for an NPI and Taxonomy.  This Section Only for atypical provider ID				
NPI       1       Provider Type         Billing Provider       C         Rendering Provider		MI Birth	Date 0		
Last Name		First Name		MI Birth	Date 0
Last Name Payer	Through the end of th		m 3-month dete span.	MI Birth	Date 0
Last Name Payer		e current date, with a maximu		MI Birth	a Date 8
Last Name Payer ate range may be 12 months prior to today "Effective From Date 0		e current date, with a maximu		MI Birth	a Date
Last Name Payer ate range may be 12 months prior to today *Effective From Date 0 iervice Type Code		e current date, with a maximu Effective To Date 0		MI Birth	Date 0
Last Name Payer Payer Payer Payer Payer Effective From Date 0 Service Type Code Service Type Code #10		e current date, with a maximu Effective To Date 0 Serv	rice Type Code #20	MI Birth	Date 8
Last Name Payer Payer Payer Payer Payer Effective From Date 0 Service Type Code Service Type Code #10		e current date, with a maximu Effective To Date 0 Serv	rice Type Code #20 rice Type Code #40	MI Birth	Date 0

# Verify Eligibility continued

Thursday 08/14/2014 10:36 AM EST

ligibility Verification Reque	st						?	
* Indicates a required field	ł.							
ease select or enter valid Provider	r information. Either a Billing P	rovider or Rendering Pr	rovider can be specified. Status i	ndicated for the Billing	Provider is based	upon the current state.		
NPI	1	Provide	er Type 🧃	-	Taxonomy	261QM2800X +		
Billing Provider	c							
Rendering Provider	-							
he Provider ID will only be used fo	r atypical providers who do n	t qualify for an NPI and	d Taxonomy.					
Provider ID	-							
			wo please enter the Recipient's	Last Name, First Nam	e, Middle Initial (i	known), Birth Date, Effect	ive From Date, and	
	NOM Providers only: If the	Reopient to is not knot	in, prose the net net prints					
syer.		Reopent ID is not know						
rease enter in Keopient ID. Por Cl ayer. Recipient ID		Reopient 10 is not know						
ayer.		First 1						
syer. Recipient ID	· ·							
ayer. Recipient ID Last Name								
ayer. Recipient ID Last Name Payer		First	Nam					
ayer. Recipient ID Last Name Payer Nate range may be 12 months prio	r to today through the end of	First I	Natur- a maximum 3-month date span.					
ayer. Recipient ID Last Name Payer Pate range may be 12 months prio *Effective From Date 0	r to today through the end of	First	Natur- a maximum 3-month date span.					
ayer. Recipient ID Last Name Payer Nate range may be 12 months prio	r to today through the end of	First I	Natur- a maximum 3-month date span.					
ayer. Recipient ID Last Name Payer Nate range may be 12 months prio *Effective From Date @ Service Type Code	r to today through the end of	First I	Nätne- a maximum 3-month date span. Nate 0					
ayer. Recipient ID Last Name Payer Pate range may be 12 months prio *Effective From Date 0 Service Type Code Service Type Code #1 0	r to today through the end of	First I	Name a maximum 3-month data span. Nate 0 Service Type Code #24					
ayer. Recipient ID Last Name Payer Nate range may be 12 months prio *Effective From Date @ Service Type Code	r to today through the end of	First I	Nätne- a maximum 3-month date span. Nate 0					

lser then enters Recipient ID, nd From and To lates of service. Then click Submit

lease note: Date range hay be 12 months prior to today's date, with a naximum 3-month date span.

CNOM provider instructions are on screen

### **Member ID Conversion**

**Eligibility Searches in the Healthcare Portal** 

Eligibility Friday 03/25/2016 11:17 AM EST	Eligibility > Eligibility Verification Response Friday 06/07/2	013 04:1					
Eligibility Verification Request							
Indicates a required field.     Please select or enter valid Provider Information. EX     Example Selection Provider on Rendering Provider can be specified. Status indicated for the Billing Provider is based upon the current state.	Eligibility Verification Response Back to Eligibility Verification	rification					
NPI Provider Type Physician V Billing Provider Rendering Provider	Verification Number 2013099012345	pand All					
The Provider 3D will only be used for asypical providers who do not qualify for an NPE and Taxonomy.	Recipient Information						
Provider ID  Fiese enter Recipient ID.  For CNOM Providers only: If the Recipient ID is not known, please enter the Recipient's Last Name, First Name, Hiddle Initial (if known), Birth Date, Effective From Date, and Payer.  Recipient ID 12:3456789  Last Name  First Name First Na	Recipient ID 9876543210 Recipient Name John Doe Birth Date 1/21/1986 Gender Male Date of Death						
Pay v	Plan Name Effective From Date Effective To Date Base Deductible Message						
Date range may be 12 years prior to today through the end of the current date, with a maximum 2-month date span.	Categorical and Fee for Service 08/15/2012 08/15/2012 \$0.00 Message Text						
*Effective Fy Oate 9 Effective To Date 9 X Service Type de	Service Type Code retails - Covered						
Service Type Code #10 Service Type Code #20	Service Type Care Details - Not Covered						
5 /// Service Type Code #30 Service Type Code #40 Service Type Code #50 Service Type Code #50	Managed Core Details						
Show More Service Type Code In the Service Typ	Managed Care Service Type Code Details - Covered						
	Lock-in Details						
Submit Reset							

### **Eligibility Response**

ligibility > Eligibility Verification Respon	50			Fr	iday 06/07/2013 04:18	AM EST		
Eligibility Verification Respons	e			Back to	Eligibility Verification R	Request ?		
Verification Number 201309901234	45				Expand All	L Collection of the		king subm ility respoi
Recipient Information						-		returned.
Birth Date	Recipient Information           Recipient ID         0132546789         Recipient Name         John Doe           Birth Date         08/21/1986         Gender         Male           Date of Death         -         -         -					For more	details, c	
Benefit Plan Details						-		all" or cli
Plan Name	Effective From Date	Effective To Date	Base Deductible		Message		the plus	sign next
ategorical and Fee for Service	08/15/2012	08/15/2012	\$0.00	Message Text			the specif	
Service Type Code Details - Covere	d					+	you	require.
Service Type Code Details – Not Co	vered					•		
Managed Care Details						+		
Managed Care Service Type Code D	etails - Covered					+		
Lock-in Details						+		
Medicare Details						+		
TPL Details						+		
Premium Payment Details						+		
Long Term Care Details						+		

Wire frame continue	ed from previous page.							
								_
Service Type Code D	etails - Covered							
Service Type Code Description Effe		Effective Fre	om Date	Effective	To Date	Сорау	Coinsurance	i.
1	Medical Care	08/15/2012		11/01	/2012	\$0.00		0%
36	Dental Care	08/15/2	08/15/2012 11/01/		/2012	\$0.00		0%
47	Hospital	08/15/2	012	11/01	/2012	\$0.00		0%
AL	Vision (Optometry)	08/15/2	012	11/01	/2012	\$0.00		0%
Service Type Code D	letails – Not Covered							-
Service Type Code	Description	Effective Fr	om Date	Effective	To Date	Copay	Coinsurance	
33	Chiropractic	08/15/2	2012	11/0	1/2012	\$0.00		0%
Managed Care Detail	ls						5	•
	Pian Name		Ph	one	Effective	From Date	Effective To Date	
United Heath Plan			866 52	73-2451	08/1	\$/2012	09/30/2012	
Neighborhood Health Plu	20		866 222-3333 10/01		1/2012	11/01/2012		
Managed Care Servi	ce Type Code Details - Covered						1	•
Service Type Code	De	scription			Effective	From Date	Effective To Date	
1	Medical Care				08/1	5/2012	09/30/2012	
1	Medical Care			10/01/2012			11/01/2012	
47	Hospital			08/15/2012		\$/2012	09/30/2012	
47	Hospital			10/01/2012		1/2012	11/01/2012	
88	Pharmacy			08/15/2012		5/2012	09/30/2012	
88	Pharmacy				10/0	1/2012	11/01/2012	

This screen shows the expanded version of the Service Type Code details.

Note: Dental and Vision coverage limits should always be verified. Return to the User homepage and select dental/vision limits from the IWS links on the right.

Eligibility > Eligibility Ve	Construction of the local division of the lo				Priday	06/07/2013 04:18AM EST	
Wire frame continue							
Managed Care Servic	e Type Code Detail	Is - Covered					+
Lock-In Details						1	•
Lock-In Type Effective From Date Effective To Date			Lock-In Pr	ovider			
Pharmacy	00/15/201	2 11	01/2012	Walgreens	00000100	555-549-2222	
Physician	00/15/201	2 11	01/2012	Dr John Doe MD		333-444-5555	
Medicare Details							•
Carrier	Малне	Policy Num	ber	Coverage	Effective From Da	te Effective To Date	
Medicare Claims Dept.		123456709A	Med	careA	00/01/2012	11/01/2012	
Medicare Claims Dept.		123456709A	Med	carell	08/01/2012	11/01/2012	
Blue Cross & Blue Shie	id of Rhode Island	123456709A	Med	carell	06/01/2012	11/01/2012	
TPL Details							•
Carrier	Name	Policy Num	ber	Coverage	Effective From Da	te Effective To Date	
Healthmate Claims De	pt.	0000	Rite	Share Basic	06/01/2012	11/01/2012	
Harvard Community H	ealth Plan	89384	HMC	VDental/Drug	06/01/2012	11/01/2012	
Premium Payment De	(alla						
		Carrier Nar			Effective From Da	te Effective To Date	HE
Connect Care Choice					08/01/2012	11/01/2012	
Long Term Care Deta	iis.						-
		Plan Nam	6		Effective To Date	Effective To Date	
Nursing Facility Per Di	-				06/01/2012	11/01/2012	

## This screen shows expanded versions of the remaining details.

#### If the recipient is not eligible for the date(s) of service, this will be returned.

Elipibility > Elipibility Verification Response	Friday 05/07/2013 04:18AM EST
Eligibility Verification Response	Back to Elipibility Verification Request 7
Verification Number 2013099012345 Response Text The recipient is not eligible.	

20 21 Add 1								Ĺ
	Plan Name	Effective From Date	Effective	e To Date	ase Deductible		Message	
Categorically No	eedy Services	04/01/2014	05/30	5/30/2014		0.00 Limitations apply to Vision and Dental service		
Service Type	Code Details - Covered							
Service Type Code	De	scription	iption Effective From D		m Date Effe	tive To Date	Сорау	Coinsuranc
1	Medical Care			04/01/2014 05/		5/30/2014		
35	Dental Care			04/01/20	14 0	5/30/2014		
47	Hospital			04/01/20	14 0	5/30/2014	\$0.00	0
48	Hospital - Inpatient			04/01/20	14 0	5/30/2014	\$0.00	0
50	Hospital - Outpatient			04/01/20	14 0	5/30/2014	\$0.00	0
51	Hospital - Emergency Acciden	t		04/01/20	14 0	5/30/2014	\$0.00	0
52	Hospital – Emergency Medical			04/01/20	14 0	5/30/2014	\$0.00	0
53	Hospital - Ambulatory Surgica	1		04/01/20	014 05/30/2014		\$0.00	0
67	Smoking Cessation			04/01/2014 05/30/2014				
86	Emergency Services			04/01/2014 05/30/202		5/30/2014	\$0.00	0
88	Pharmacy			04/01/2014 05		5/30/2014		
98	Professional (Physician) Visit -	Office		04/01/2014		05/30/2014	\$0.00	(
AL	Vision (Optometry)			04/01/2014 05/30/2014				
мн	Mental Health			04/01/20	14 0	5/30/2014		
UC	Urgent Care			04/01/20	14 0	5/30/2014	\$0.00	0
Managed Car	e Details							
	Plan M	ame			Phone	Effective From	n Date Effec	ctive To Date
Regeleteres						04/11/20	14 0	5/30/2014
Managed Car	e Service Type Details - Cove	red						
Service Type	Code	Descripti	ion			Effective From	n Date Effec	ctive To Date
1	Medical Care					04/11/2014		5/30/2014
47	Hospital				******			5/30/2014
48	Hospital - Inpatient					04/11/20	4 0	5/30/2014

This recipient qualifies as Categorically Needy from 4/1 to 5/30. However, in the box below, they are enrolled in managed care from 4/11-5/30.

Claims from 4/1-4/11 are submitted to Medicaid. 4/11-5/30 should be submitted to the Managed Care plan.

### **Claims Search**



### **Claims Search**

My Home   Eligibility   Cl	aims Files Exchai	nge			
My Home Eligibility Cl				Friday (	07/25/2014 11:01 A
earch Claims					
All Claims					
Covered Provider Information					
Please select or enter valid Provider inform	ation. Status indicated for	the Billing Provider is based upon the cu	rent state.		
	58]	Provider Type	<b>V</b>	Taxonomy	-
NPI	· · · · ·				
NPI Billing Provider	al providers who do not a	valify for an NPI and Taxonomy.	*		
Billing Provider	al providers who do not a				
Billing Provider	al providers who do not a	valify for an NPI and Taxonomy.	*		
Billing Provider The Provider ID will only be used for stypic Provider ID Claim Information	al providers who do not a	valify for an NPI and Taxonomy.	*		
Billing Provider  The Provider ID will only be used for atvair Provider ID  Claim Information  ICN will override other search parameters	al providers who do not a	valify for an NPI and Taxonomy.			
Billing Provider The Provider ID will only be used for alvoir Provider ID Claim Information ICN will override other search parameters ICN	al croviders whe de not av	ualify for an NPL and Taxonomy. Droviders only	tered.		
Billing Provider  The Provider ID will only be used for alvair Provider ID  Claim Information  ICN will override other search parameters ICN  Recipient and Service Information	al croviders whe de not av	ualify for an NPL and Taxonomy. Droviders only			
Billing Provider  The Provider ID will only be used for atvoir Provider ID  Claim Information  ICN will override other search parameters ICN  Recipient and Service Information  Recipient ID and Service From and To date	al croviders whe de not av	e search when ICN informet			

To begin a search, the user must enter the NPI/Provider Type/Taxonomy submitted on the claim.

The Billing Provider must be selected from the prepopulated drop down.

User then enters **either** the ICN, or the Recipient Information: Recipient ID, and Service From and To dates

### **Claims Search Response**

Search Claims						?	
All Claims							
Covered Provider Informa	tion						
	der information. Status indicated for l	the Billing Provider is based upon the Provider Type S	current state.	Taxonon	¥ 261QM2800	· •	
Billing Provid	er co		-				
17-							This screen shows a sample claims
The Provider ID will only be used	d for atypical providers who do not qu	uslify for an NPI and Taxonomy.					search response. Clicking the plus sign
Provider	ID _						(+) next to the claim, will expand that line
Claim Information							for more details.
ICN will override other search pa	rameters CN						
Recipient and Service Info	rmation						
Recipient	nd To dates are required fields for the ID 03	e search when ICN information is not					
Original Billed Amou	Second and a second to be a factor of	RX N	To 0 11/09/2013				
Search	Reset						
Search Results							
To see the Claim Detail and Claim	im Line Item Details, click on the '+' r	next to the ICN.			т	tal Records: 1	
ICN	HIPAA Status Category	HIPAA Status Code	HIPAA Entity Code	Service Date +	Total Charges	Paid Amount	
+ 4	F1-Finalized Payment			11/03/2013 - 11/09/2013	\$70.00	\$70.00	

### **Claims Search Response**

ICN						
AND	HIPAA Status Categor	Y HIPAA Status Code	HIPAA Entity Code	Service Date -	Total Charges	Paid Amount
4	F1-Finalized Payment			11/03/2013 - 11/09/2013	\$70.00	\$70.00
Claim Detail						
	MMIS EOB/ESC Code _					
HI	PAA Status Category F1-Finalize	d Payment				
	HIPAA Status Code _					I
	HIPAA Entity Code _					
	ICN 44					
	Recipient ID 01		Recipient N	lame 🚺		I
1	Payer Control Number		Bill	Type _		
	Dates of Service 11/03/201	3 - 11/09/2013	RX Nur	mber _		
1	Total Charge Amount \$70.00		Total Paid Am	ount \$70.00		
						I
Claim Line Iter	m Detail					
Claim Line Iter	m Detail MMIS EOB/ESC Code	HIPAA Status Categor	у НІРАА	A Status Code	HIPAA Ent	ty Code
		HIPAA Status Categor F1-Finalized Payment	y HIPAA	A Status Code	HIPAA Ent	ty Code
Line Item	MMIS EOB/ESC Code		у НІРАА	A Status Code	HIPAA Ent	ty Code
Line Item	MMIS EOB/ESC Code			A Status Code	HIPAA Ent	ty Code
Line Item	MMIS EOB/ESC Code	F1-Finalized Payment	-		HIPAA Ent	ty Code
Line Item	MMIS EOB/ESC Code	F1-Finalized Payment	-	Procedure Mods	HIPAA Ent	ty Code

### **Upload/Download**



To upload/download files, the user clicks the File Exchange tab on their home page. This bring a choice of upload or download

### **Upload Files**

e Upload			8
<ul> <li>Indicates a required field.</li> </ul>			
ransactions uploaded here must be	in a HIPAA format Health Insurance Portability	y and Accountability Act.	
ealth insurance coverage for people	nsurance Portability and Accountability Act of 19: who lose or change jobs. HIPAA Title II includes ms. In the information technology industries, this		ation of
echanisms for electronic data inter ealth, administrative, and financial of	ations that require extensive changes to the way the change (EDI), security, and confidentiality of all h- data; unique identifiers (ID numbers) for each heal to ensure confidentiality and data integrity for any	ealthcare-related data and addes: standardized formats for all p lthcare entity. I add a data and healthcare entity.	atient
authorized users can upload files con	taining HIPAA transactions in X12		
lote that a tracking number will be d	isplayed on the screen for each croaded file.		
lote that a tracking number will be d	isplayed on the screen for exclusion added file.		
iote that a tracking number will be d	isplayed on the screen for each proaded file.		
· · · · · · · · · · · · · · · · · · ·	270 Healthcare Eligibility Benefit Inquiry 834 Healthcare Benefit Enrollment (for Health Pl. 837D Healthcare Claim – Dental	lans only)	(
· · · · · · · · · · · · · · · · · · ·	270 Healthcare Eligibility Benefit Inquiry 834 Healthcare Benefit Enrollment (for Health Pl.	lans only)	
· · · · · · · · · · · · · · · · · · ·	270 Healthcare Eligibility Benefit Inquiry 834 Healthcare Benefit Enrollment (for Health Pl. 837D Healthcare Claim - Dental 8371 Healthcare Claim - Institutional	lans only) Browse	
Transaction Type	270 Healthcare Eligibility Benefit Inquiry 834 Healthcare Benefit Enrollment (for Health Pl. 837D Healthcare Claim - Dental 8371 Healthcare Claim - Institutional		
Transaction Type * Upload File #1	270 Healthcare Eligibility Benefit Inquiry 834 Healthcare Benefit Enrollment (for Health Pl. 837D Healthcare Claim - Dental 8371 Healthcare Claim - Institutional	Browse	(
Transaction Type • Upload File #1 Upload File #2	270 Healthcare Eligibility Benefit Inquiry 834 Healthcare Benefit Enrollment (for Health Pl. 837D Healthcare Claim - Dental 8371 Healthcare Claim - Institutional	Browse	(
Transaction Type * Upload File #1 Upload File #2 Upload File #3	270 Healthcare Eligibility Benefit Inquiry 834 Healthcare Benefit Enrollment (for Health Pl. 837D Healthcare Claim - Dental 8371 Healthcare Claim - Institutional	Browse	(

The transaction types previously selected on registration will be listed here.

The Trading Partner clicks BROWSE on each line to select the files to upload and clicks the upload button – bottom left. Up to 5 files may be uploaded.

After file is uploaded, the user will get a tracking number in a pop-up box.

### **Download Files**

Files Exchange > Download Files

#### Thursday 08/14/2014 10:52 AM EST

File Download				?
* Indicates a required field.				
Enter your search criteria and click t	ne Search button.			
a				
*File Status	All		*Max Files 10 🔻	
	All	100		
*Category	New Downloaded	•		
Search	Downloaded			

The Trading Partner selects the status of the files they wish to download from the drop-down box by clicking the arrow

### **Download Files**

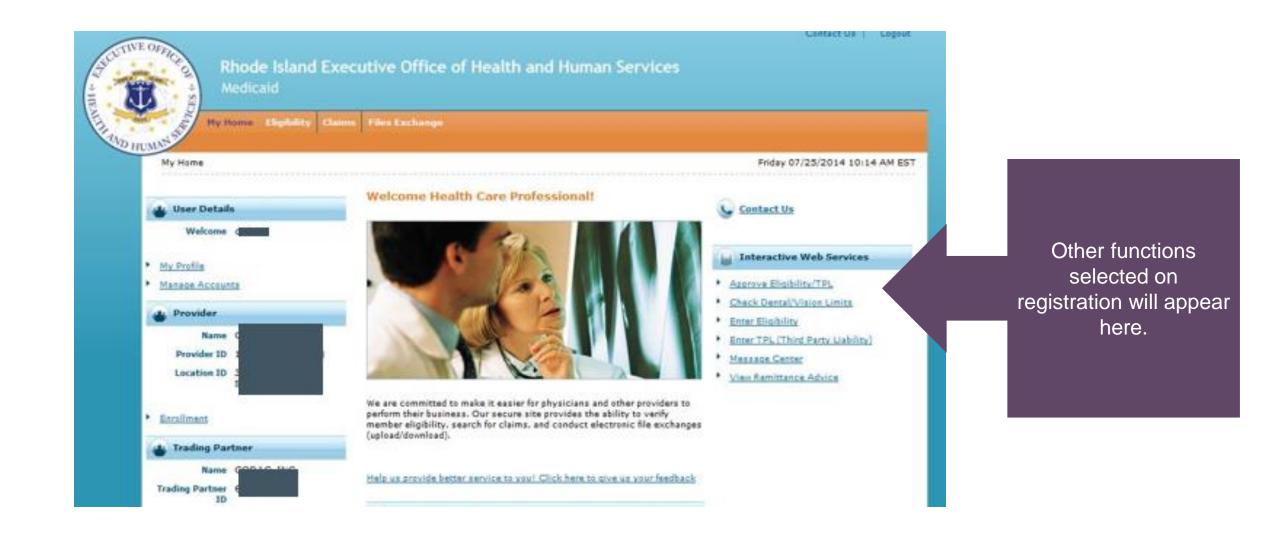
#### Files Exchange > Download Files

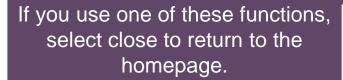
#### Thursday 08/14/2014 10:52 AM EST

**File Download** ? \* Indicates a required field. Enter your search criteria and click the Search button. \*Max Files 10 \*File Status All -\*Category All 50 -100 200 Search 400 The number of files is then selected.

### **Download Files**

Files Exchange > Download Files		Wednesday 08/27/2014 12:35 PM EST
File Download		?
* Indicates a required field. Enter your search criteria and click t	he Search button.	
*File Status *Category	All -	*Max Files 10 -
Search	All 999 - X12-Func, Ack. ACK - REPT-Func, Ack. EXT - Data Extracts RPT - Reports SUB - REPT-Claim Accept/Reject TA1 - Interchange Acknowledgement 835 - X12-Remittance Advice 277 - X12-Unsolicited Claims 834 - X12-Benefit Enrollment 277 - X12-Claim Status 271 - X12-Eli 277 - X12-0 -Health Plans ONLY	
4.2	Finally, the type	e of file is selected, ne search button







Close

DENTAL/VISION CLAIMS SEARCH Please enter the recipient's ID number. Recipient's Identification Number:

Search Clear



