

CLAIM STATUS

What it is, how to check claim status, and help with rejected claims

We do not provide claim status on the phone, regardless of provider participation status. This allows us to assist with your other, more complex claims issues.

Here are tips for defining what claim status is and isn't, obtaining claim status, finding and reviewing your Provider Detail Advisories, and understanding the most common reasons claims are rejected.

What is claim status?

'Claim status' refers to how a claim processed and its receipt details. The following is considered claim status:

- Claim number
- Claim processing details, including payment or denial information:
 - Paid amount
 - Member liability
 - Denial messages
 - Check information
 - Received/finalization dates
- Whether or not we have received a claim

Note: We do not re-verify any information that you have already found by using your technologies.

What is not claim status?

The following is not considered claim status:

- Questioning the status of an appeal
 - If your appeal has resulted in a claim adjustment, you can use your technologies to obtain more information
 - As a reminder, allow time for appeals to be reviewed
- Account Receivable information
- You already know the denial/status of your claim but need further clarification

Resources

You can efficiently obtain claim status through a variety of other methods:

- <u>ConnectCenter™</u>: An online portal that can be used to submit claims and perform other real-time transactions
- <u>Payspan</u>: A helpful tool used for tracking and managing your claims and payments
- <u>InfoDial</u> (1-800-443-6657): An automated telephone system for determining eligibility, benefits, and claim status

Before calling Provider Service, please be sure to use the technologies available to you for information that is considered claim status.

How to check claim status

Use ConnectCenter (available in the eTools section of <u>Provider Central</u>) to check the status of your claims. When you need details about how your claims processed, use <u>Payspan</u>. Payspan information begins on <u>page 5</u>.

If you need to	Then
Request an adjustment to your claim	Follow our replacement claim process or, if appealing, use the universal Request for Claim Review form
Submit a replacement claim (for a claim that fully denied)	Follow our replacement claim process
See more details about your claim	Go to <u>Payspan</u> and view your Provider Detail Advisory
Example: if your claim denied and you want to know why, or you want to understand why a claim only partially paid	

Using claim status tools on ConnectCenter

To begin, log into Provider Central and go to eTools>ConnectCenter. Click Go Now.

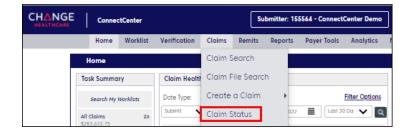
When ConnectCenter opens, choose an option:

For	Then go to
Any claim submitted to Blue Cross Blue Shield of Massachusetts	Claims>Claim Status You will need to enter or select the billing provider, the date of service, and member information (ID, name, and date of birth).
Caims you submitted through ConnectCenter	Claims>Claim Search This is the fastest way to find a claim.

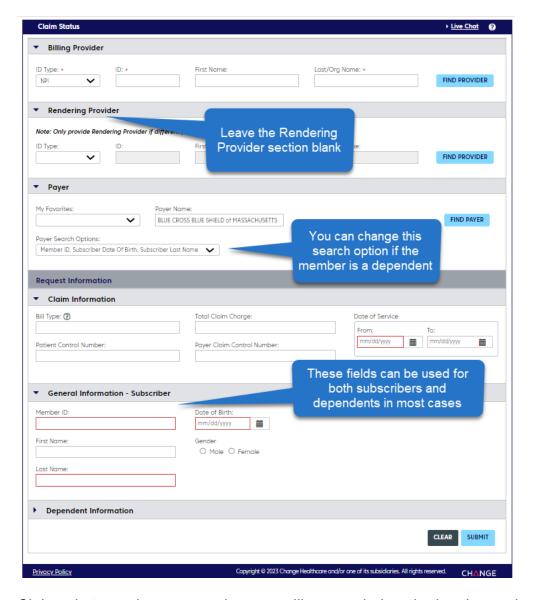
ConnectCenter: Claim Status

This option can be used for any claim submitted to Blue Cross Blue Shield of Massachusetts.

1. Go to Claims>Claim Status.

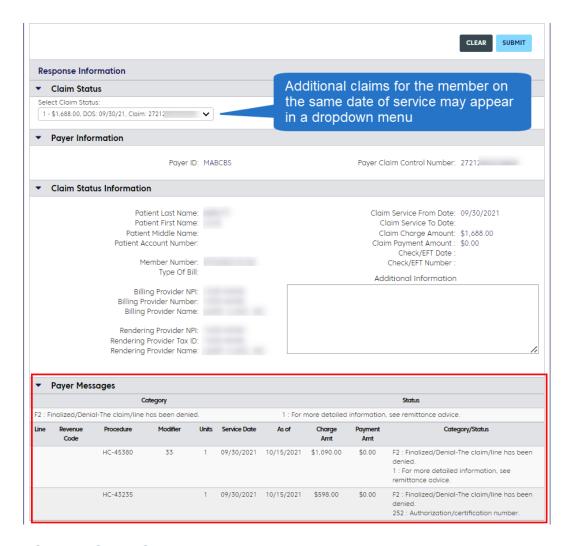


2. Complete the required fields and click Submit.



Claims that match your search terms will appear below the inquiry portion of the page. If multiple claims match your search terms, select the correct claim from the Claim Status drop-down menu.

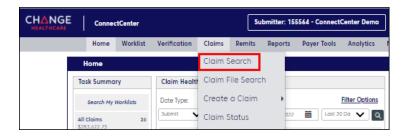
Claim status information appears under the heading, Payer Messages.



ConnectCenter: Claim Search

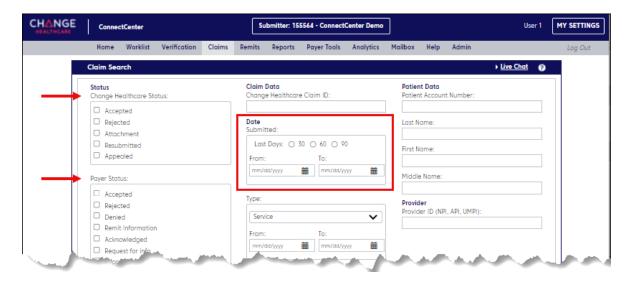
This fast option can be used for claims you submitted through ConnectCenter.

1. Go to Claims>Claim Search.

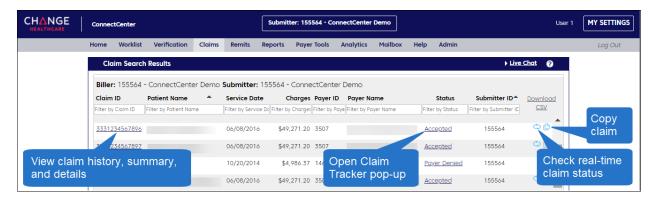


Enter your search criteria and click the Search button at the bottom of the page.

Frequently used fields are highlighted below. For additional search options, click the **Advanced Fields** button near the **Search** button.



- 3. Claims that match your search criteria will appear in a list. You can:
 - sort your results by clicking a column heading
 - filter your results by entering data in a field under a heading
 - click a link for more information, as shown in the screenshot below



The icon to request updated information about claim status () will be displayed for any claim that has been accepted by Blue Cross but has not yet reached a state of final adjudication.

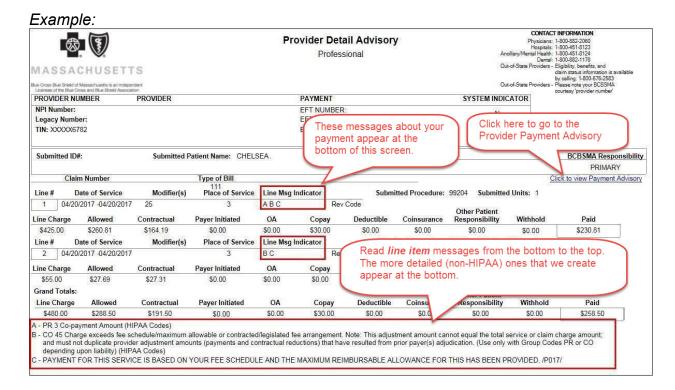
Use Payspan to view advisories that help you understand your payments

With Payspan, you get access to both your Provider Payment and Provider Detail Advisories. Our <u>Payspan quick start guide</u> can help you get started.

About claim processing messages

When you get your Provider Detail Advisory on Payspan, you'll notice different types of messages to help you understand how your claim paid and/or processed.

- HIPAA-compliant messages are displayed first and don't have a lot of detail. The text of the message is followed by (HIPAA Codes).
- The Blue Cross Blue Shield of Massachusetts messages are in all capital letters. Look at these first because they include additional details to help you.



Click on the hyperlinked blue, underlined text to open both and toggle between the Provider Payment and Provider Detail Advisories.

Get help with rejected claims

If your claim rejected and you need help understanding why, see: <u>How to correct rejected claims</u>, our list of the most commonly used reject messages.

Replacement claims

Learn about replacement claims we accept and how to submit them on our <u>Claim submission page</u>. The <u>Replacement claim frequently asked questions</u> document contains additional details about replacement claims.

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