

MHS Secure Provider Web Portal Overview



Hoosier Healthwise | Healthy Indiana Plan | Hoosier Care Connect



Agenda

Saving time by utilizing the tools on the MHS Secure Web Portal

Account Creation/Login and Training Materials

- Dashboard
- MHS Member Management Forms
- Account Details
- Account Manager

Quality Reports

- Patient Analytics
- Provider Analytics

Member Eligibility and Overview

- Member panel for PMPs
- Member Record

Authorizations

- Check Status
- Submit DME Request

Claims




- Submit, Correct and Review Claims
- Payment History

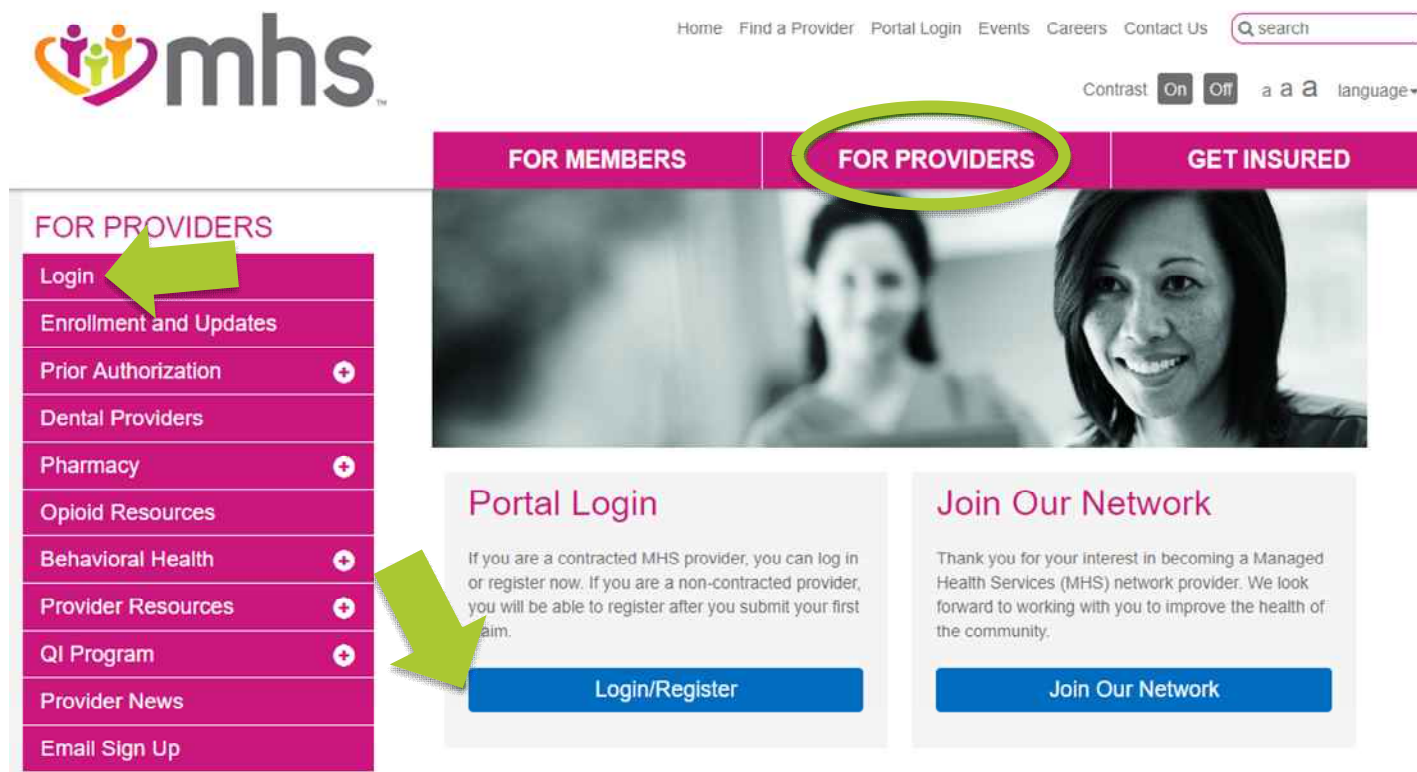
Secure Messaging

Portal Enhancements

Account Creation, Login and Training Materials

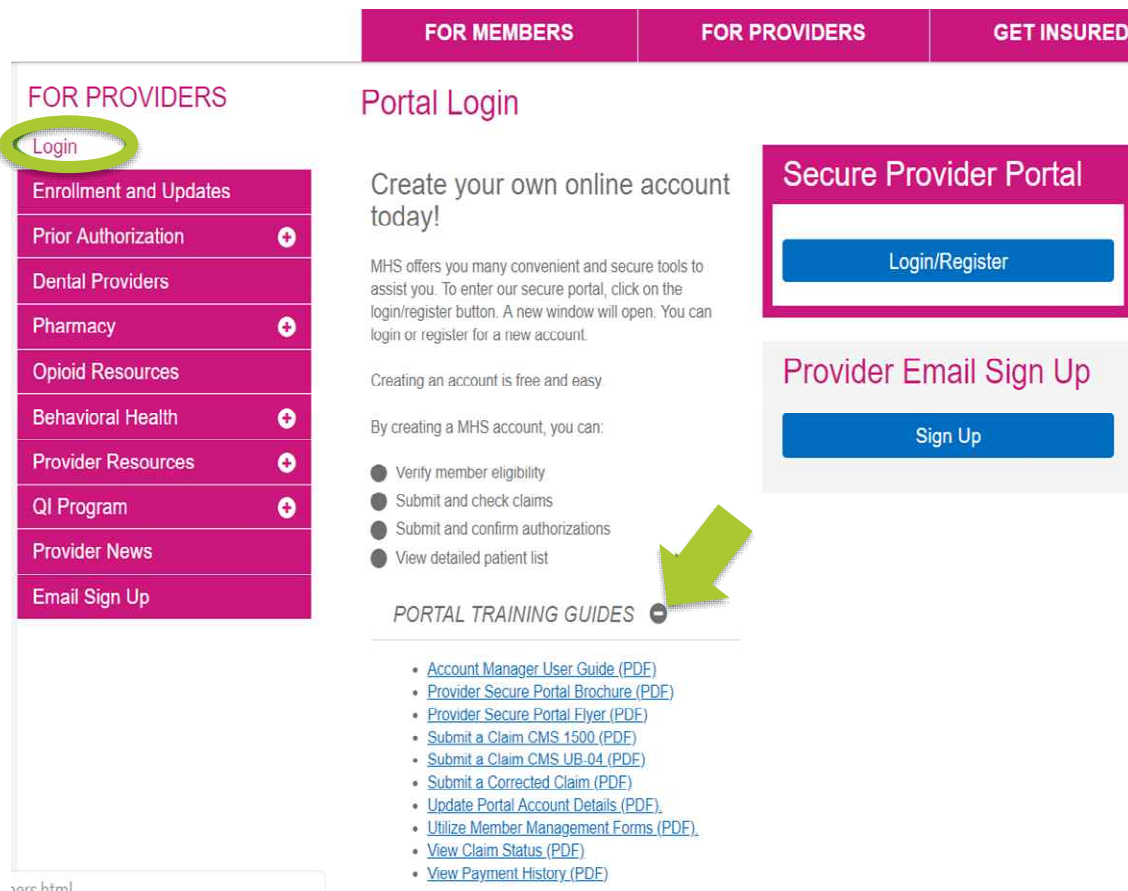
Provider Portal Login

-  Go to mhsindiana.com and click on **For Providers**.
-  Then click **Login/Register** for the **MHS Provider Portal**.
-  Click **Login** tab to view Vision/Dental Portal Login and Training Materials.



The screenshot shows the MHS website interface. At the top, there is a navigation bar with links for Home, Find a Provider, Portal Login, Events, Careers, and Contact Us, along with a search bar. Below the navigation bar, there are three main sections: FOR MEMBERS, FOR PROVIDERS (highlighted with a green circle), and GET INSURED. The FOR PROVIDERS section is expanded, showing a list of options: Login (highlighted with a green arrow), Enrollment and Updates, Prior Authorization (+), Dental Providers, Pharmacy (+), Opioid Resources, Behavioral Health (+), Provider Resources (+), QI Program (+), Provider News, and Email Sign Up. Below the list, there are two main content areas: Portal Login and Join Our Network. The Portal Login section contains text explaining that contracted providers can log in or register, while non-contracted providers can register after submitting their first claim. A blue button labeled 'Login/Register' is visible. The Join Our Network section contains text thanking users for their interest in becoming a Managed Health Services (MHS) network provider and a blue button labeled 'Join Our Network'.

Web Portal Training Documents



FOR MEMBERS | **FOR PROVIDERS** | **GET INSURED**

FOR PROVIDERS

- Login
- Enrollment and Updates
- Prior Authorization +
- Dental Providers
- Pharmacy +
- Opioid Resources
- Behavioral Health +
- Provider Resources +
- QI Program +
- Provider News
- Email Sign Up

Portal Login

Create your own online account today!

MHS offers you many convenient and secure tools to assist you. To enter our secure portal, click on the login/register button. A new window will open. You can login or register for a new account.

Creating an account is free and easy.

By creating a MHS account, you can:

- Verify member eligibility
- Submit and check claims
- Submit and confirm authorizations
- View detailed patient list

Secure Provider Portal


Login/Register

Provider Email Sign Up

Sign Up

PORTAL TRAINING GUIDES

- [Account Manager User Guide \(PDF\)](#)
- [Provider Secure Portal Brochure \(PDF\)](#)
- [Provider Secure Portal Flyer \(PDF\)](#)
- [Submit a Claim CMS 1500 \(PDF\)](#)
- [Submit a Claim CMS UB-04 \(PDF\)](#)
- [Submit a Corrected Claim \(PDF\)](#)
- [Update Portal Account Details \(PDF\)](#)
- [Utilize Member Management Forms \(PDF\)](#)
- [View Claim Status \(PDF\)](#)
- [View Payment History \(PDF\)](#)

 **Login** tab contains **Portal Training Guides, Login/Register** and **Sign Up** for emails.

 **Training Documents Include:**

- Account Manager Guide
- MHS Portal Brochure
- How To Guides:
 - Submit Claims
 - Correct Claims
 - View Payment History
 - Use Member Management Forms

Complete Portal Registration or Login

The Tools You Need Now!

Our site has been designed to help you get your job done. For registration or secure website questions call (866) 912-0327. Manage all products with ease in one location.

Check Eligibility
Find out if a member is eligible for service.

Authorize Services
See if the service you provide is reimbursable.

Manage Claims
Submit or track your claims and get paid fast.

Need To Create An Account?
Registration is fast and simple, give it a try.

How to Register
Our registration process is quick and simple. Please click the button to learn how to register.

Login

User Name (Email)
name@domain.com

Password

Login

[Forgot Password / Unlock Account](#)

Create An Account

Provider Registration Video

Provider Registration PDF

Eligibility Patients Authorizations Claims Messaging Help Provider Name

Viewing Dashboard For: Tax ID Number Medicaid GO

Quick Eligibility Check

Member ID or Last Name Birthdate

123456789 or Smith mm/dd/yyyy Check Eligibility

Recent Claims

STATUS	RECEIVED DATE	MEMBER NAME	CLAIM NO.
✓	06/07/2019	B S	5
✓	06/07/2019	K N	5
✓	06/07/2019	C N	3
✓	06/07/2019	F	3
✓	06/07/2019	J N	5

Welcome

Add a TIN to My ACCOUNT >

Manage Accounts >

Reports >

Patient Analytics >

Provider Analytics >

Recent Activity

Date Activity

Quick Links

[Provider Resources](#)

[Member Management Forms](#)

Registration Complete!

Your Progress

Thank you for completing your registration! A Superior HealthPlan provider services specialist will be sending you an email when your profile has been activated. Please allow up to 2 business days for processing.

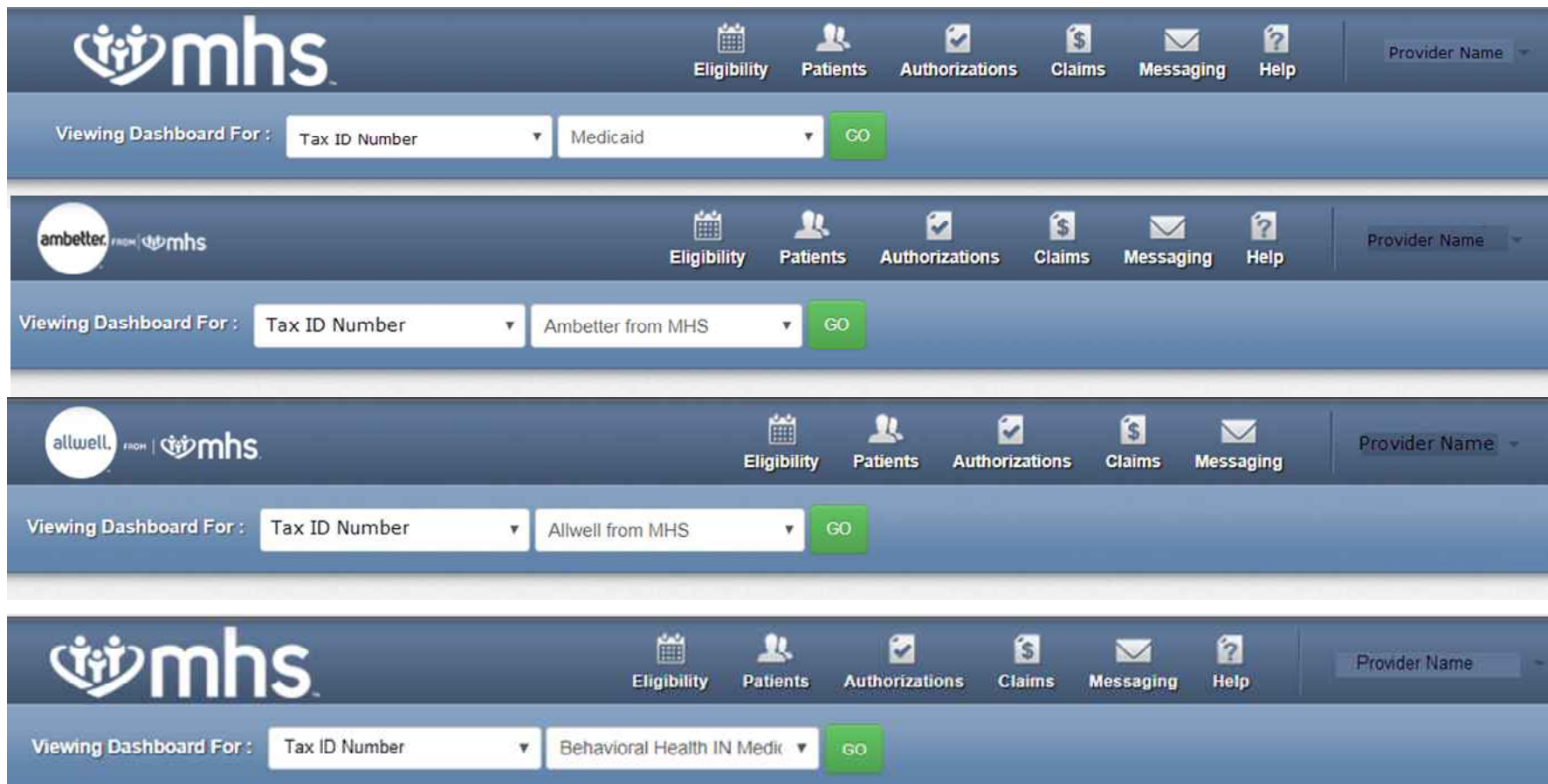
If you do not receive an email within 2 business days, please log in and contact us using secure messaging or call 866-895-8443 for additional assistance.

Login



Dashboard Change

User has the ability to change between **Tax ID Numbers** added along with choices for: **Medicaid**, **Ambetter from MHS**, **Allwell from MHS** and **Behavioral Health IN Medicaid**.

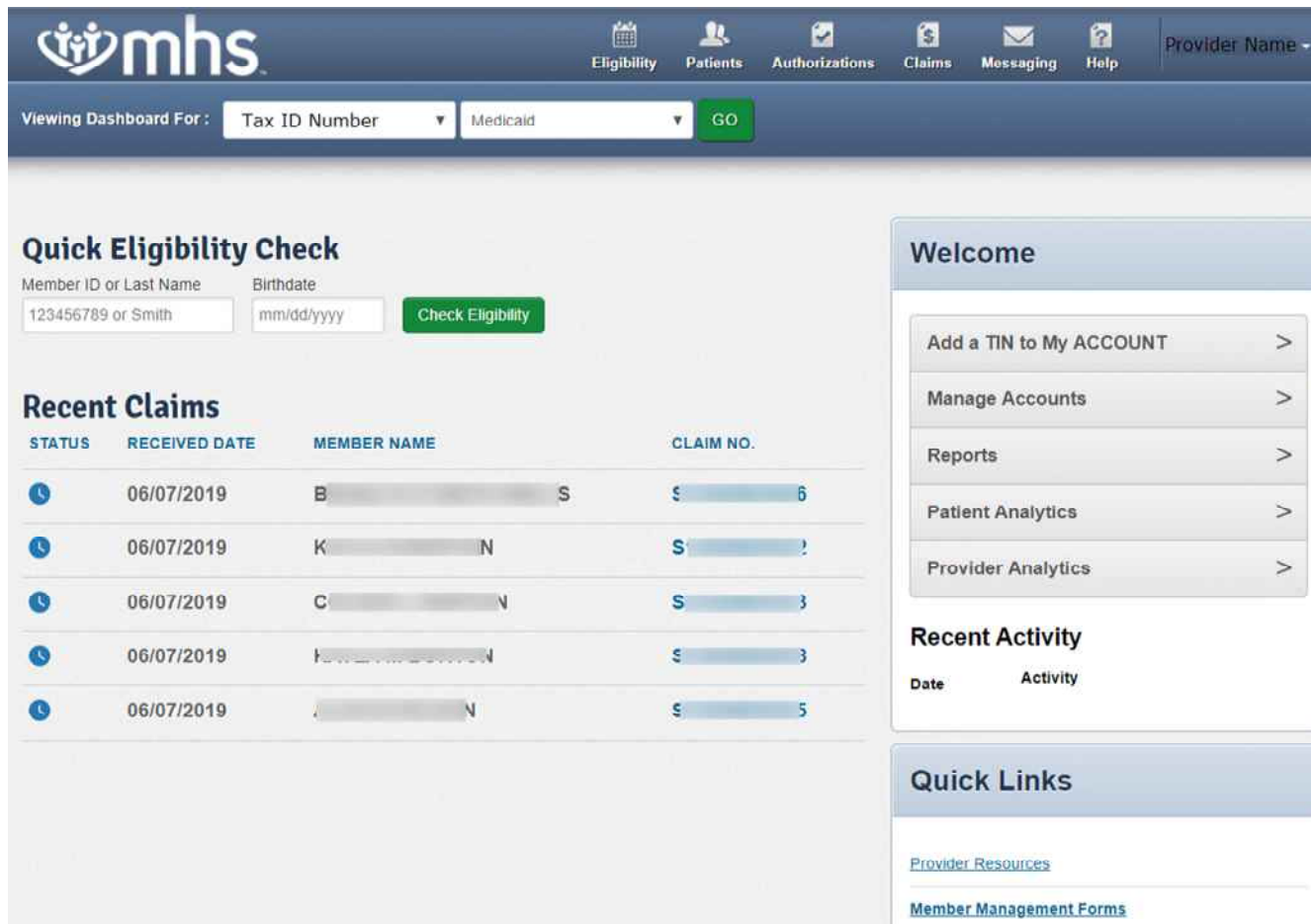


The image displays four sequential screenshots of the MHS dashboard interface, demonstrating the process of switching between different insurance plans. Each screenshot shows a navigation bar with the MHS logo and icons for Eligibility, Patients, Authorizations, Claims, Messaging, and Help. A dropdown menu for 'Provider Name' is visible on the right side of the navigation bar. Below the navigation bar, the 'Viewing Dashboard For' section is shown, which includes a 'Tax ID Number' dropdown menu, a dropdown menu for the insurance plan, and a green 'GO' button.

- Medicaid:** The 'Viewing Dashboard For' section shows 'Tax ID Number' and 'Medicaid' selected.
- Ambetter from MHS:** The 'Viewing Dashboard For' section shows 'Tax ID Number' and 'Ambetter from MHS' selected.
- Allwell from MHS:** The 'Viewing Dashboard For' section shows 'Tax ID Number' and 'Allwell from MHS' selected.
- Behavioral Health IN Medicaid:** The 'Viewing Dashboard For' section shows 'Tax ID Number' and 'Behavioral Health IN Medicaid' selected.

Homepage – MHS (Medicaid)

 Quick Eligibility Check, Recent Claims, Reports, and Quick Links.








The dashboard features a top navigation bar with icons for Eligibility, Patients, Authorizations, Claims, Messaging, and Help, along with a 'Provider Name' dropdown. Below this is a 'Viewing Dashboard For:' section with dropdowns for 'Tax ID Number' and 'Medicaid', and a 'GO' button.

Quick Eligibility Check

Member ID or Last Name: Birthdate:

Recent Claims

STATUS	RECEIVED DATE	MEMBER NAME	CLAIM NO.
	06/07/2019	B [REDACTED] S	€ [REDACTED] 6
	06/07/2019	K [REDACTED] N	S [REDACTED] ?
	06/07/2019	C [REDACTED] N	S [REDACTED] 3
	06/07/2019	[REDACTED] N	€ [REDACTED] 3
	06/07/2019	[REDACTED] N	€ [REDACTED] 5

Welcome

- Add a TIN to My ACCOUNT >
- Manage Accounts >
- Reports >
- Patient Analytics >
- Provider Analytics >

Recent Activity

Date	Activity

Quick Links

[Provider Resources](#)

[Member Management Forms](#)

Notification of Pregnancy (NOP): NOP must be accessed through the IHCP Provider Healthcare Portal and electronically submitted. If the member is not enrolled with Medicaid, the NOP option does not display. You must create a login and password in order to access the NOP form through the Provider Healthcare Portal.

Learn more about submitting a NOP through the [IHCP Provider Healthcare Portal](#).

Go to the [IHCP Provider Healthcare Portal](#)

[Late Notification of Services Submission Form](#)

[Peer to Peer Contact Form](#)

Please note: Claims information is updated every 24 hours.

For HIP Pharmacy information and PDLs, please visit the [Pharmacy](#) page.

Go Paperless

Empower your practice with electronic settlement. Now you can receive EFT's and ERA's without investing in new technology and without changes to current systems.

MHS Member Management Forms

Click on **Member Management Forms** under **Quick Links**.

Choose between:

- Member Disenrollment Form
- Panel Management Form

The screenshot shows the MHS Member Management dashboard. At the top, there's a navigation bar with icons for Eligibility, Patients, Authorizations, Claims, Messaging, and Help. Below that, a 'Viewing Dashboard For:' section shows 'Tax ID Number' and 'Medical' with a 'GO' button. The main content area is divided into several sections: 'Quick Eligibility Check' with input fields for Member ID and Birthdate; 'Recent Claims' with a table of claims; 'Welcome' with a list of account management options; 'Recent Activity' with a table of activity; and 'Quick Links' at the bottom, where 'Member Management Forms' is highlighted with a red box.

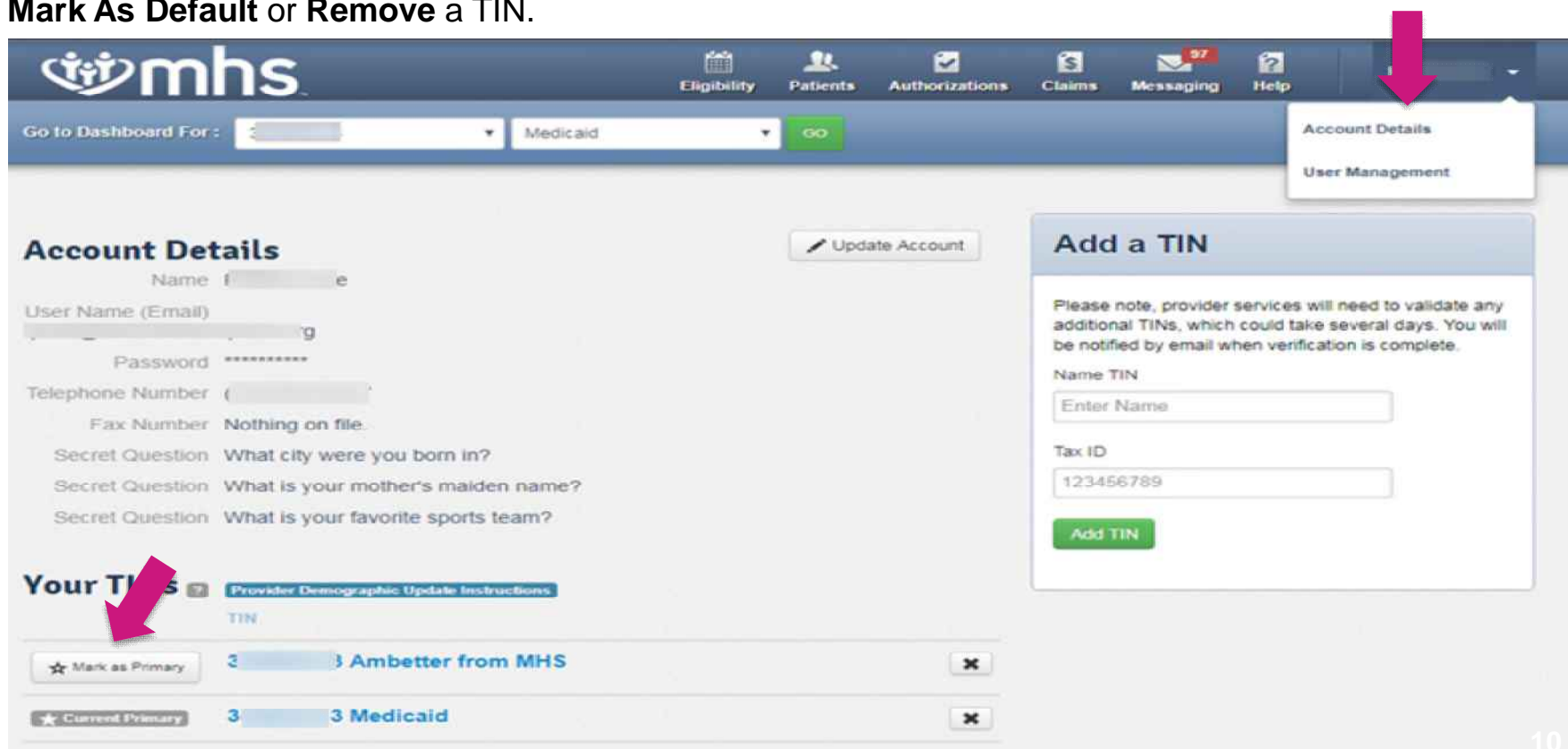
The screenshot shows the MHS Member Management Forms page. At the top right, there's a search bar and navigation links for Home, Find a Provider, Portal Login, Events, and Contact Us. Below the search bar, there are three main navigation tabs: 'FOR MEMBERS', 'FOR PROVIDERS', and 'GET INSURED'. The 'FOR PROVIDERS' tab is active, showing a sidebar with links for Login, Become a Provider, Prior Authorization, Dental Providers, Pharmacy, Behavioral Health, Provider Resources, QI Program, and Provider News. The main content area is titled 'Member Management Forms' and contains two sections: 'Member Disenrollment' and 'Panel Management Form', each with a blue 'Click Here' button.

Account Details

 To view **Account Details**:

1. Select the **drop-down arrow** next to User Name at the upper right corner on the dashboard
2. Click **Account Details**.

Note: Under Your TINs you see the Current **Primary** Default TIN for the account, and can select another TIN to **Mark As Default** or **Remove** a TIN.



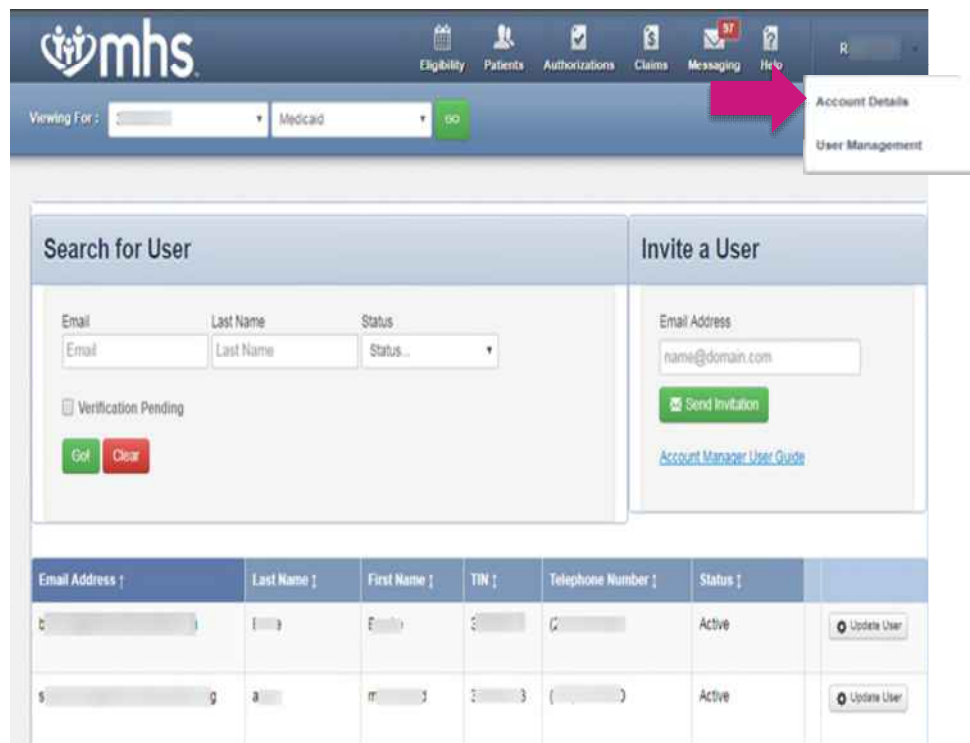
The screenshot displays the MHS user interface. At the top, there is a navigation bar with icons for Eligibility, Patients, Authorizations, Claims, Messaging (with a notification badge of 97), and Help. Below this is a 'Go to Dashboard For' section with a dropdown menu set to 'Medicaid' and a 'GO' button. The main content area is divided into two sections: 'Account Details' and 'Add a TIN'. The 'Account Details' section includes fields for Name, User Name (Email), Password, Telephone Number, Fax Number, and three Secret Questions. The 'Add a TIN' section includes a warning message, fields for Name TIN and Tax ID, and an 'Add TIN' button. At the bottom, the 'Your TINs' section shows a list of TINs with 'Mark as Primary' and 'Remove' buttons. A pink arrow points to the 'Account Details' option in the dropdown menu, and another pink arrow points to the 'Mark as Primary' button.



Account Manager User Guide

User Management

For **Account Managers** to manage their office staff/users associated with their practice: you can disable/enable users, and manage permissions for your account.

1. Select the drop-down arrow next to your name in the upper right corner.
2. Select **User Management**.
3. Click **Update User** next to the user name.

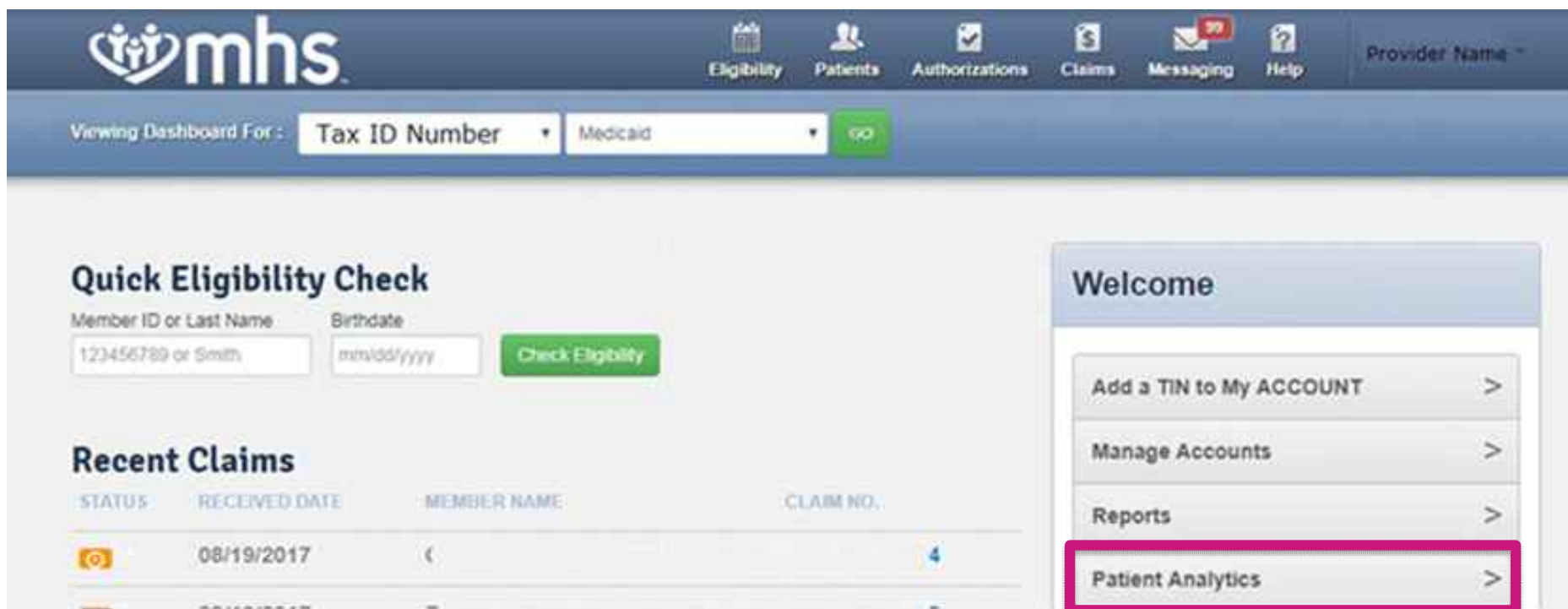


Email Address	Last Name	First Name	TIN	Telephone Number	Status	
c	l	e	0	0	Active	
s	g	a	0	0	Active	


Quality Reports

Patient Analytics

 Click on **Patient Analytics** to view reports.



The screenshot shows the mhs dashboard interface. At the top, there is a navigation bar with icons for Eligibility, Patients, Authorizations, Claims, Messaging, and Help. Below this is a search bar with the text "Viewing Dashboard For:" followed by a dropdown menu set to "Tax ID Number" and another dropdown set to "Medicaid", with a green "GO" button. The main content area is divided into two columns. The left column contains a "Quick Eligibility Check" section with input fields for "Member ID or Last Name" (containing "123456789 or Smith") and "Birthdate" (containing "mm/dd/yyyy"), and a green "Check Eligibility" button. Below this is a "Recent Claims" section with a table. The table has columns for STATUS, RECEIVED DATE, MEMBER NAME, and CLAIM NO. The first row shows a status icon, the date "08/19/2017", a partial member name, and the number "4". The right column contains a "Welcome" section with a list of menu items: "Add a TIN to My ACCOUNT", "Manage Accounts", "Reports", and "Patient Analytics". The "Patient Analytics" item is highlighted with a red rectangular box.

STATUS	RECEIVED DATE	MEMBER NAME	CLAIM NO.
	08/19/2017	(4

Patient Analytics

Patients Reports

Search: View All Patients Filter Patients Print Export

All Patients | Search Results: 6359

Member Number	Member Name	Member Address	Age_Gender_DOB	Member Phone	High Priority Care Opportunities	Risk Score	IP Probability Score	IP Stays in last 30 days	ER Visits within 90 Days	SubGroup	Physician
EIU9000311401	MICHAEL NARDINI	234 S BEN									
EIU9000311402	RACHEL NARDINI	REN									
EIU9006982601	NICOLLE	532									
EIU9010133801		475									

Manage Filters

Business Rules SubGroup Physician

Filter Patients By:

Click on the check box to select a Disease or Condition.
Click on the "+" sign to see more choices.

- Cancer
- Cardiology
- Chemical Dependency
- Congenital
- Dermatology
- Endocrinology
- Gastroenterology
- General Utilization and Complications
- Gynecology
- Hematology
- Hepatology
- High Cost Chronic Conditions
- Infectious Diseases
- Neonatology

Submit Reset Close

Patient Analytics

Patients
Reports

Search : [Back To Patient List](#)

Member Number:

Age_Gender_DOE:

Risk Score: 0.19

ER Visits within 90 Days: 0

Member Name:

Member Phone:

IP Probability Score: 1.7 %

Member Address:

46614

High Priority Care Opportunities: 1

IP Stays in last 30 days: 0

All Care Opportunities
Diagnosis
Procedures
Medications
Lab/Observational
Care Team

Print

*= Prospective Measures

Conditions	All Patient Care Opportunities	Quality Measure	Compliance
Obesity	* Obesity - EBM - Pt(s) w/o body mass index (BMI) documented in last 24 rpt mos (HEDIS). NS-H	★	No
Well Care	* Well Care - EBM - Pt(s) >= 20 yrs of age w/o a preventive or ambulatory care visit during the 36 mo rpt period (HEDIS, HP). NS-H	★	Yes
Flu Vaccinations	* Flu Vaccinations - EBM - Pt(s) >= 6 mos of age w/o influenza immunization. CP-I		No
Well Care	* Well Care - EBM - Pt(s) 20 - 44 yrs of age w/o a preventive or ambulatory care visit during the 36 mo rpt period (HEDIS, HP). NS-H		Yes

Patient Profile

1. **Member Demographics:** Displays information about the member
2. **All Care Opportunities:** The default landing page for patient details. Displays care opportunities or measures that indicate if a patient has or has not received treatment for a health condition
3. **Diagnosis:** Shows primary and secondary diagnoses from claims data
4. **Procedures:** Shows patient procedures associated with primary and secondary diagnoses
5. **Medications:** Displays a list of medications prescribed in the patient
6. **Lab/Observational:** Shows lab values, interpretations, and trends
7. **Care Team:** Allows users to view the patient's providers. Providers are labeled as Managing Doctor or Other Doctor

Patient Analytics

Quality Measure Report– Users are able to view reports by selected grouping and filtering options.

Patients | **Reports**

View a report by clicking on image below

Quality Measure Report

Monitor Quality Measures

This report displays all Quality Measures for your patients; it includes the compliance status of each measure and the ability to access the specific patient lists and details.

Management Reports

Prospective Management Reports

This section displays Prospective Measure Management Reports for your patients; it includes the number of patients for each measure and the ability to access the specific patient lists and details.

Patients | **Reports**

Monitor Quality Measures [Reports Landing Page](#)

Submit Reset Print Export Save

Summary of Quality Measure Results Total | 28680 Compliant | 9945 Non-Compliant | 18735 Rate | 34.7%

Group by: 2 Group by Options Selected

Refine your results with multiple-selection filters and click **Submit**

Filter by: Compliant & Non-Compliant

Filter by: Select one or more Lines of Business

Filter by: Select one or more Condition

*= Prospective Measures
Total Number of Rows | 67

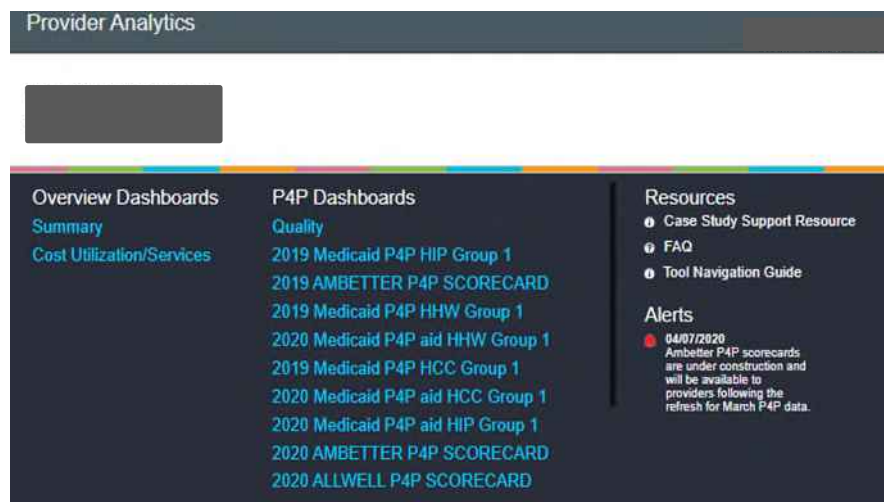
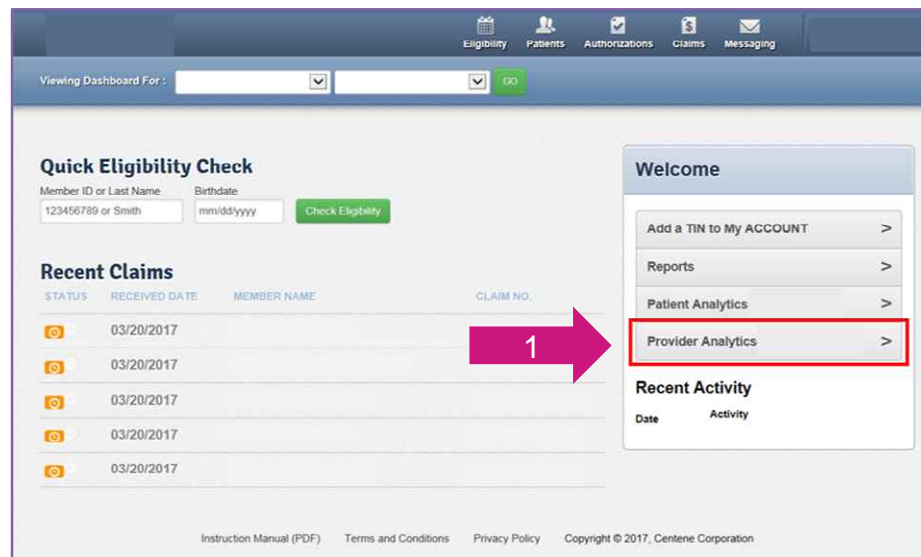
Conditions	Quality Measure Description	Total	Compliant	Non-Compliant	Compliance Rate (%)
EBM-ADHD	*ADHD - EBM - Pt(s) w/o an outpt follow-up visit w/a presc prov during the 30 days after the initial ADHD Rx (HEDIS, HP), NS-H	57	27	30	47.4%
	*ADHD - EBM - Pt(s) w/o outpt follow-up visit w/a presc prov during 30 days after the 1st ADHD Rx, AND 2 follow-up visits 31-300 days after the initial ADHD Rx (HEDIS, HP), NS-H	6	2	4	33.3%
EBM-Asthma	*Asthma - EBM - Pt(s) 12 - 18 yrs of age non-compliant with prescribed asthma controller medication (min compl 75%) (HEDIS), NS-H	7	0	7	0%
	*Asthma - EBM - Pt(s) 5 - 11 yrs of age non-compliant with prescribed asthma controller medication (min compl 75%) (HEDIS), NS-H	9	0	9	0%
	*Asthma - EBM - Pt(s) 5 - 64 yrs of age noncompliant with prescribed asthma controller meds (min compl 75%) (HEDIS), NS-H	33	0	33	0%
	*Asthma - EBM - Pt(s) age 5 - 64 yrs w/asthma & w/o an asthma medication ratio >= 0.50 during the report period (HEDIS), NS-H	30	30	0	100%

Provider Analytics

Provider Analytics

To navigate Provider Analytics:

1. From the Provider Portal, click on the **Provider Analytics** link to be directed to the landing page.
2. Here, you will see the Provider Analytics Landing Page divided into 3 columns:
 - a. Overview Dashboards
 - b. P4P Dashboards
 - c. Resources
3. Click on the “Summary” link



Provider Analytics Summary Page

Here you will be able to view four dashboards:

- Cost/Utilization
- Engagement Analysis
- Quality
- Readmission by Disease State



Summary Page Overview

Summary Banner

The dark grey banner contains five icons that will help you navigate the information on the page. You can hover over each icon to view a definition of each icon's purpose.

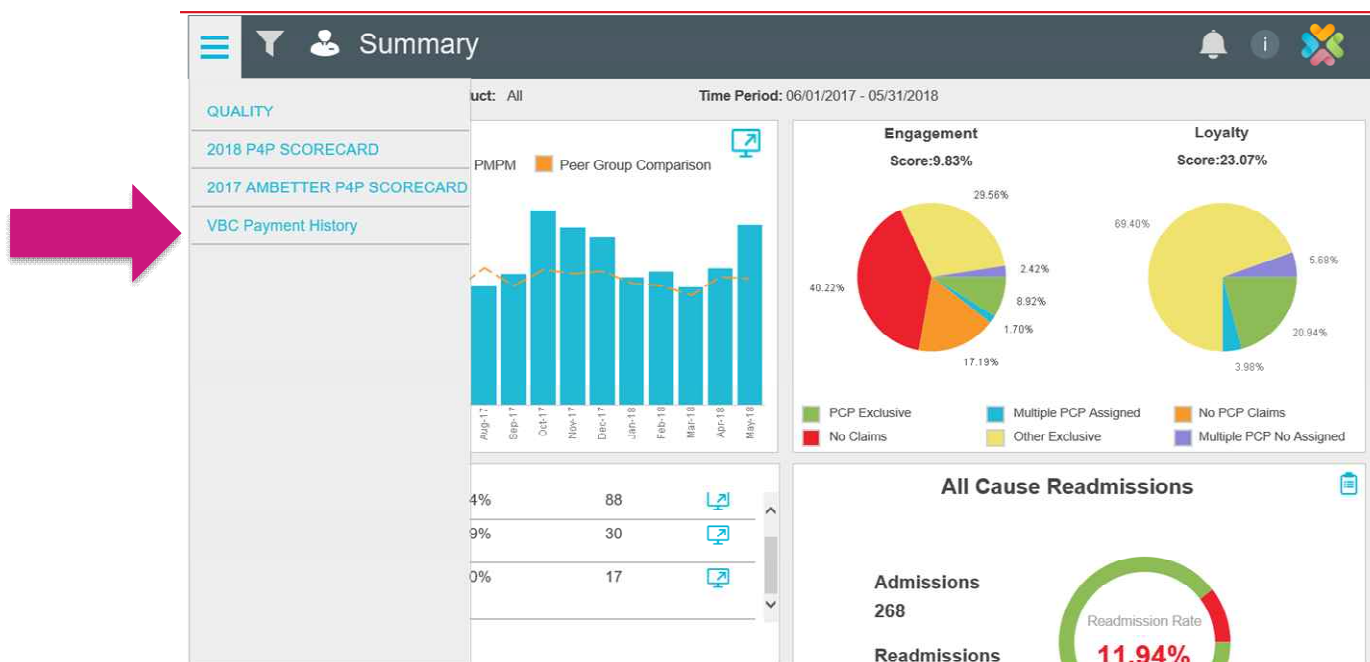
1. Navigation Bar (three horizontal lines)
2. Funnel – Used to filter data
3. Person – Provider information
4. Bell – Alerts
5. An “i” with a circle – Information
 - a. Tool Navigation Guide
 - b. Case Study Support Resource
 - c. FAQ



Summary Page Overview

Payment History

- Added to the drop down bar.
- PDF Report only.
- Ensures all providers have access to prior VBC scorecards.
- Providers in current P4P program have access to PDF copies.
- Providers no longer participating still have access to prior months.



Summary Page Overview

Funnel Icon: Use this to select an option to view data specific to selected criteria

- **Line of Business**

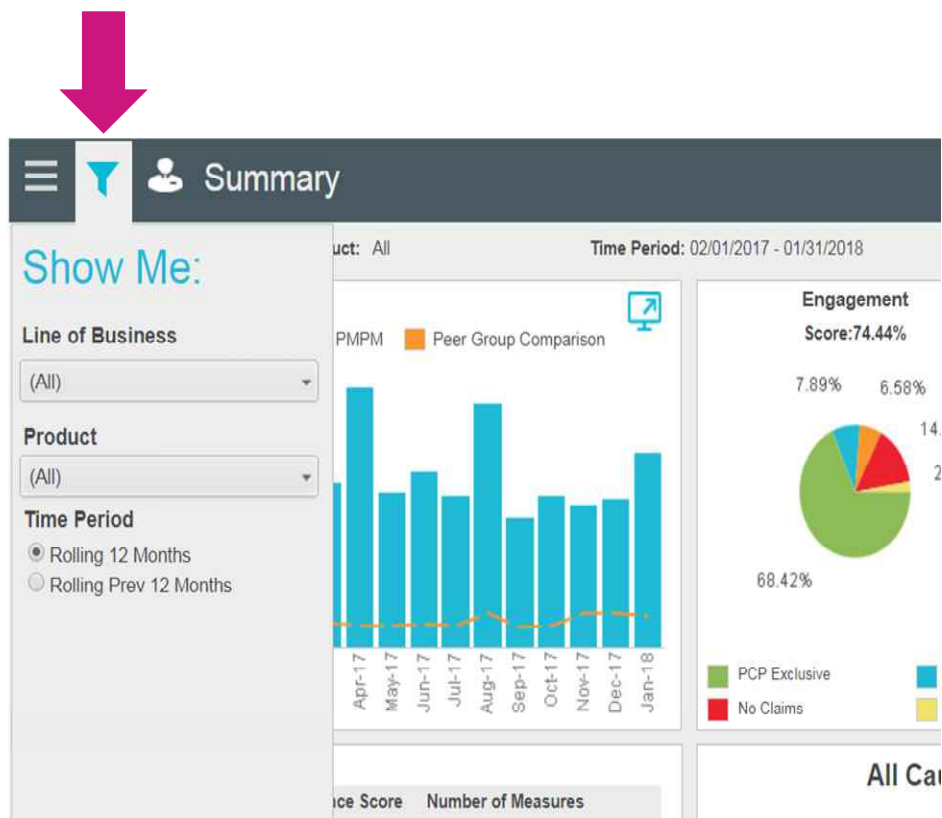
- Commercial
- Medicaid
- Medicare

- **Product**





- Medicaid
- Marketplace
- Medicare

- **Time Period**

- Rolling 12 months from current date
- Previous rolling 12 months
- Note: There is a 3-month data lag



Dashboard View

- 
Cost/Utilization: This dashboard will show your actual PMPM compared to expected PMPM on a monthly basis.
 - 
Quality: The Quality dashboard in the lower left quadrant shows HEDIS and VBC performance.
 - 
Engagement/Loyalty Analysis: This dashboard will show a view of your members' utilization of PCP and healthcare services.
 - 
All Cause Readmission: This dashboard will show total inpatient visits and total readmits by disease state. It will show the number of total readmits and those without PCP follow-up and follow-up rate.
- You may access more specific data down to the member level by clicking on the blue computer monitor or clipboard icons seen in each quadrant.*

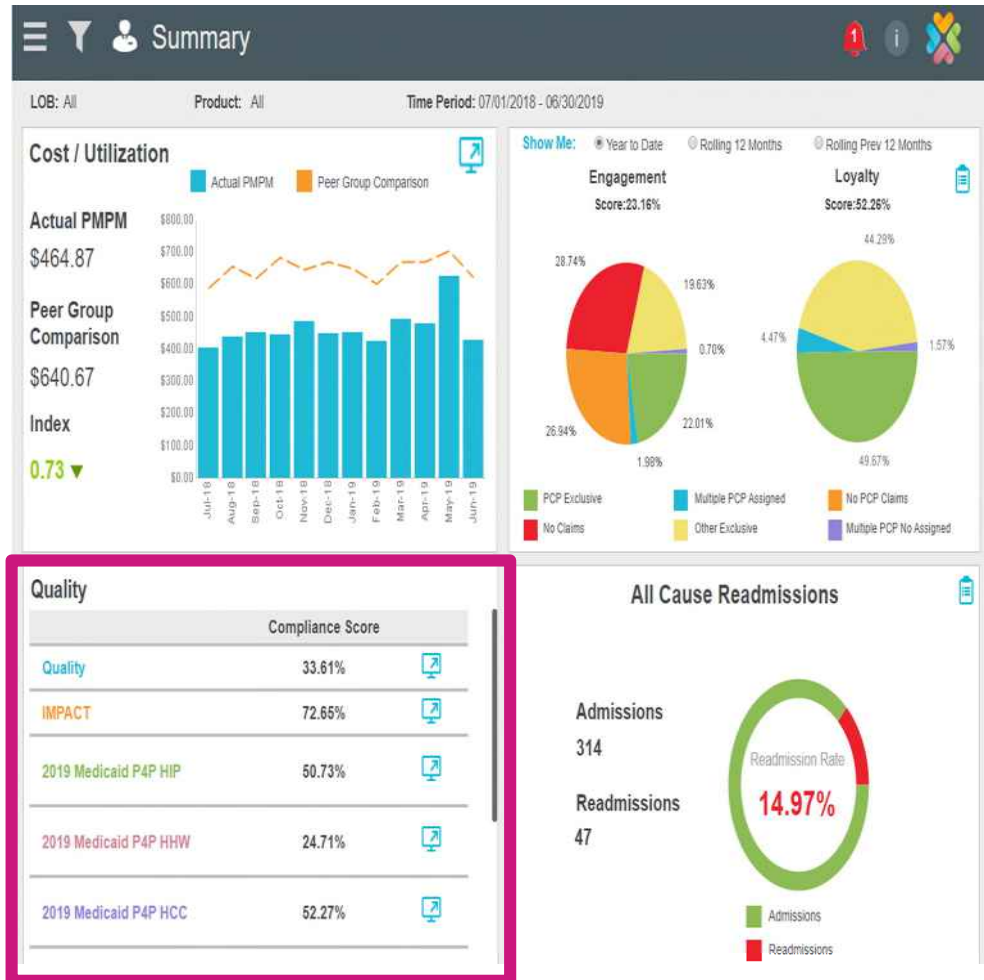


Quality HEDIS View

Shows trends in closing HEDIS care gaps and earnings from any P4P programs.

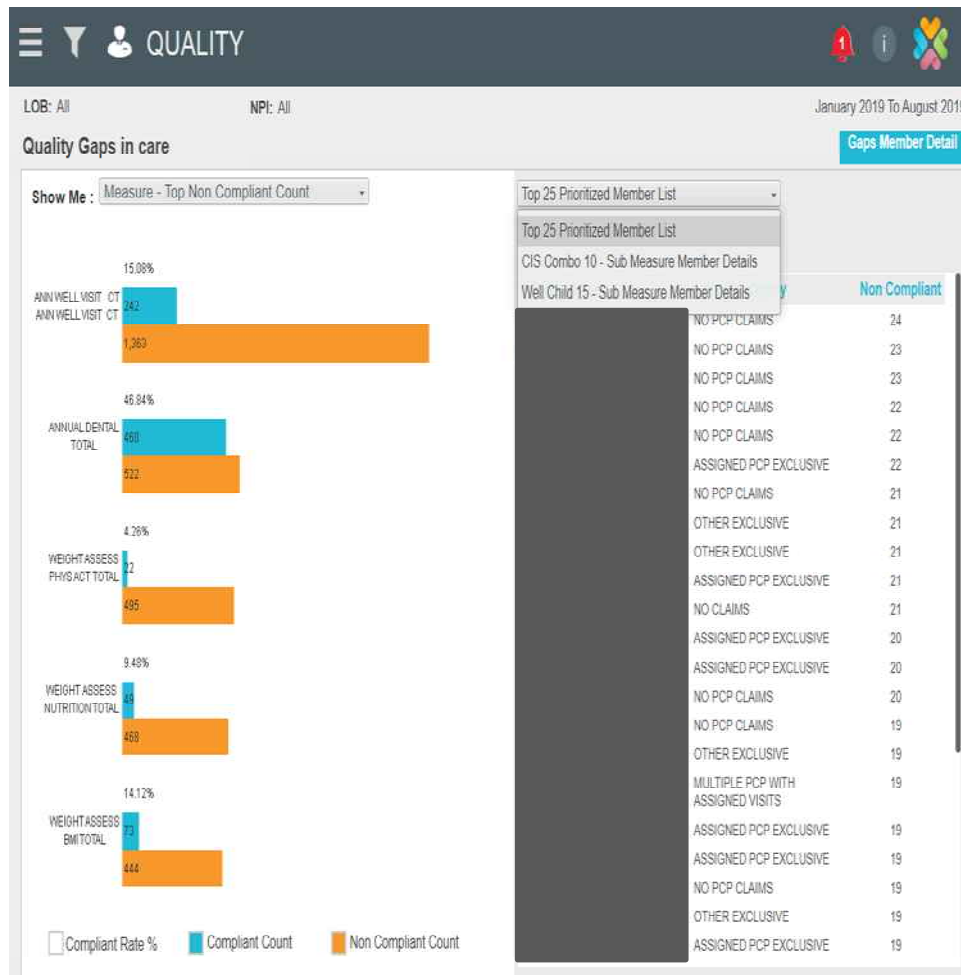
Click the word “Quality”, which is a link, or the blue monitor icon next to Quality to view performance in 100+ care gaps and export member-level reports.

Click any of the Medicaid P4P programs, also links, or the blue monitor icon beside these links, to see earnings from the P4P program, amount outstanding and amount left to earn per measure.



Quality HEDIS View: Gaps in Care

- Left defaults to top five measures by non-compliant count.
- Drop-down arrow changes view to see:
 - Measures** – Non-compliant count, compliant count, compliant rate % or all.
 - NPI** – Non-compliant count, compliant count, compliant rate % or all.
- Right side displays top 25 members with the most open care gaps.
- New drop down options for Combo 10 and W15 Member details.



Quality Quadrant: Scorecards

For providers in P4P arrangement.

Scorecard shows measure incentive, amount earned, and unachieved dollars.

- In right hand corner:
1. All TINs associated with P4P program.
 2. List of definitions and meanings.
 3. Scorecard summarizing provider's performance in Quality and VBC.

Value-Based Contract

Provider Selection

Plan: IN

Model: 2019 Medicaid P4P HIP

Parent TIN: [REDACTED]

Report Period: 1/1/2019

Contract Period: 1/1/2019

Member Months: 7,809

1 [Affiliated TIN](#)

2 [Definitions](#)

3 [PDF Report](#)

VBC dollars and care gaps shown represent all affiliated TINs in the group. Select the Affiliated TINs link above to view detail.

Qualifying Measures :	11	PMPM Rate :	\$1.80	Earned Amount :	\$0.00
Measures Receiving Payment :	0	Member Months :	7,809	Unearned Amount :	\$14,056.20
Minimum Qualified Measure :	1	Paid Amount :	\$0.00	Maximum Bonus :	\$14,056.20

August

Legend: Earned (blue), Max Bonus (red)

Maximum potential bonus is contingent on care gap closure of actionable members following applicable technical specifications.

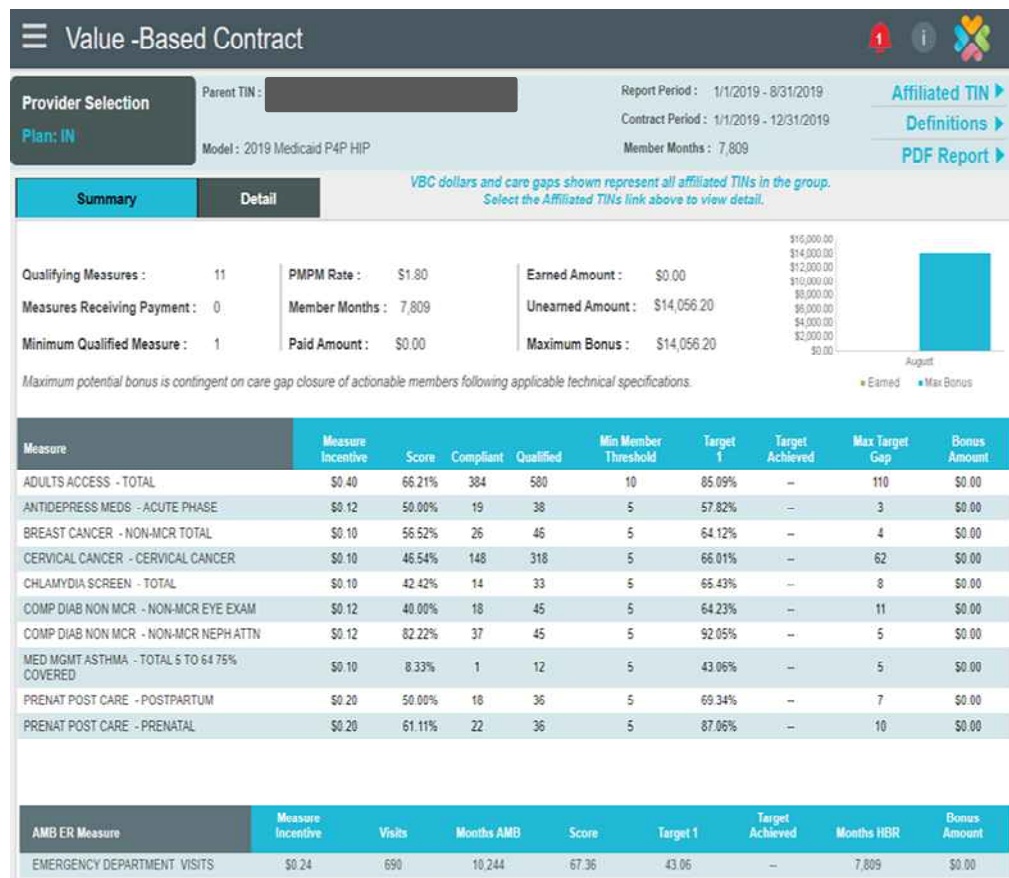
Measure	Measure Incentive	Score	Compliant	Qualified	Min Member Threshold	Target 1	Target Achieved	Max Target Gap	Bonus Amount
ADULTS ACCESS - TOTAL	\$0.40	66.21%	384	580	10	85.09%	--	110	\$0.00
ANTIDEPRESS MEDS - ACUTE PHASE	\$0.12	50.00%	19	38	5	57.82%	--	3	\$0.00
BREAST CANCER - NON-MCR TOTAL	\$0.10	56.52%	26	46	5	64.12%	--	4	\$0.00
CERVICAL CANCER - CERVICAL CANCER	\$0.10	46.54%	148	318	5	66.01%	--	62	\$0.00
CHLAMYDIA SCREEN - TOTAL	\$0.10	42.42%	14	33	5	65.43%	--	8	\$0.00
COMP DIAB NON MCR - NON-MCR EYE EXAM	\$0.12	40.00%	18	45	5	64.23%	--	11	\$0.00
COMP DIAB NON MCR - NON-MCR NEPH ATTN	\$0.12	82.22%	37	45	5	92.05%	--	5	\$0.00
MED MGMT ASTHMA - TOTAL 5 TO 64.75% COVERED	\$0.10	8.33%	1	12	5	43.06%	--	5	\$0.00
PRENAT POST CARE - POSTPARTUM	\$0.20	50.00%	18	36	5	69.34%	--	7	\$0.00
PRENAT POST CARE - PRENATAL	\$0.20	61.11%	22	36	5	87.06%	--	10	\$0.00

AMB ER Measure	Measure Incentive	Visits	Months AMB	Score	Target 1	Target Achieved	Months HBR	Bonus Amount
EMERGENCY DEPARTMENT VISITS	\$0.24	690	10,244	67.36	43.06	--	7,809	\$0.00

Quality Quadrant: Scorecards

You can also view:

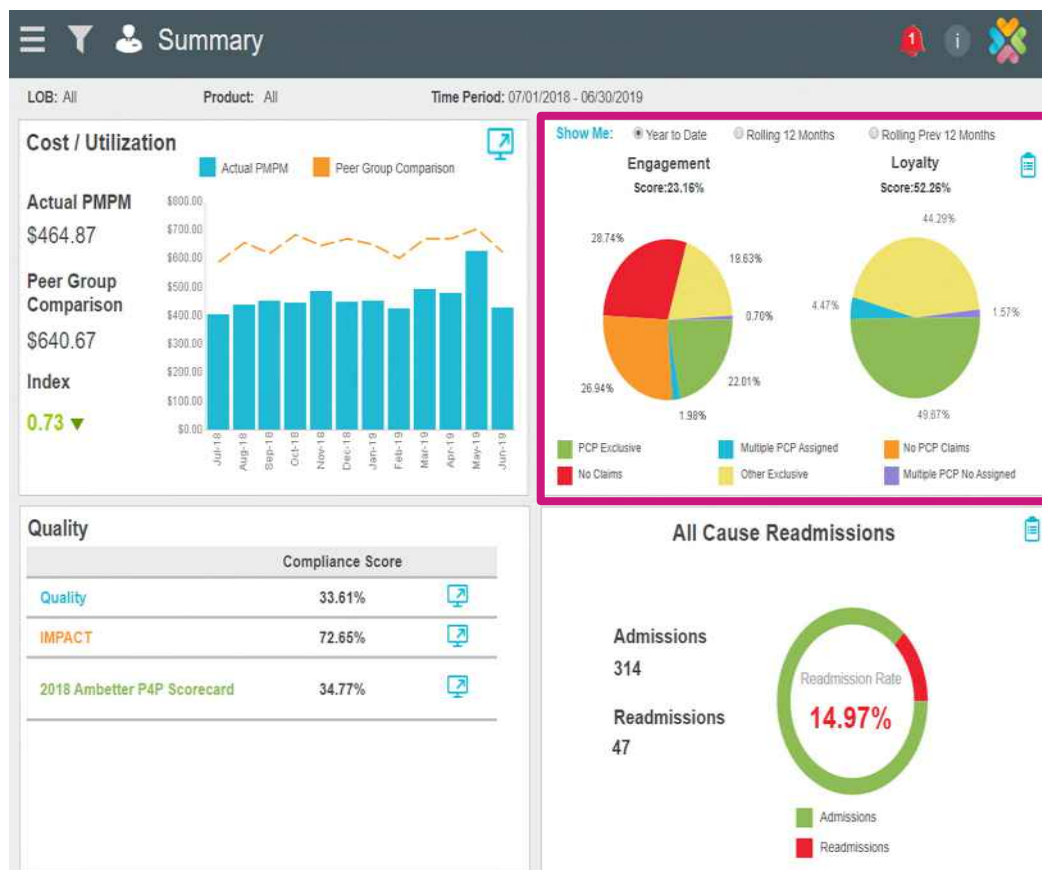
- Compliant Score
- Compliant and Qualified number per Sub Measure
- Target levels for compliant percentage needed to earn a payout
- Target level achieved.
- Number of gaps needed to close to reach Maximum Target Level
- Bonus Amount earned



Engagement & Loyalty Analysis


Classifies member interactions with PCP services into two main categories:

- Provider Engagement:**
 Measures provider's efficiency with engaging assigned members to be seen for a primary care visit annually; **includes all assigned members.**
- Provider Loyalty:**
 Measures the provider's ongoing effort to maintain exclusivity as the PCP for assigned panel once members have PCP activity; **excludes assigned members without any PCP visits.**



**In order to improve quality and cost, it's important to engage members who are not actively being managed; therefore, provider engagement provides the most inclusive view of member activity.*

Engagement & Loyalty Analysis

 Provider Engagement is broken into six sub-categories to help identify patient activity and prioritize for outreach.

Patient Segment	Segment Traits	Engagement Strategy
PCP Exclusive	These patients have been assigned to you but have only been see by other PCP groups.	Identify which of these members have care gaps and close at their next appointment.
Multiple PCP Assigned	These patients are assigned to you, but have been seen by your practice AND other PCP groups.	Initiate a patient outreach plan, set an appointment if appropriate, close care gaps, discuss benefits of PCP loyalty.
No PCP Claims	These are patients who seek all of their care from specialists, ER, and Urgent Care.	Outreach and set an appointment for a PCP visit, identify health risks and set follow-up appointments, discuss benefits of loyalty.
Other Exclusive	These patients are assigned to you, but have been seeing another PCP group exclusively.	Outreach to members to discuss updating their assigned PCP to the doctor they have been seeing for care.
No Claims	These patients are assigned to you but have no claim data to indicate they have received any medical care from a PCP, emergency department or urgent care center.	Outreach and set an appointment for PCP visit. Identify health risks and set follow-up appointments, discuss benefits of loyalty.
Multiple PCP No Assigned	These patients are assigned to you, but have only been seen other PCP groups.	Outreach to members to discuss benefits of loyalty and promote hours and availability, identify members with care gaps and set appointment for PCP visit.

Member Eligibility and Overview

Check Member Eligibility

The **Eligibility** tab offers an **Eligibility Check** tool designed to quickly check the status of any member.

- Update the **Date of Service**, if necessary.
- Enter the **Member ID** or **Last Name** and **DOB (Date of Birth)**.
- Click **Check Eligibility**.

Eligibility status is indicated by a **Green** Thumbs-Up for **Eligible** and an **Orange** Thumbs-Down for **Ineligible**.

Eligibility Check

Date of Service: 08/28/2017 Member ID or Last Name: 123456789 or Smith DOB: mm/dd/yyyy **Check Eligibility** **Print**

ELIGIBLE	DATE OF SERVICE	PATIENT NAME	DATE CHECKED	CARE GAPS	RIGHT CHOICE PROGRAM
Ineligible	08/28/2017	F N	08/28/2017		
	08/28/2017	T S	08/28/2017	Risk Category Alerts: COPD/Asthma	
	08/28/2017	T P S	08/28/2017	Risk Category Alerts: COPD/Asthma Member has had 3 or more emergency room visits in past 90 days.	Yes

Details for any member can be viewed by clicking on the **Member's Name**.

Care Gaps can also be seen within the search results.

By clicking **Emergency Room Visit?**, an ER visit will be indicated.

Right Choice Program indicator labeled **Yes**.

MHS Member Overview

Back to Patient List

Member Name

Overview

Cost Sharing

Assessments

Health Record

Care Plan

Authorizations

Referrals


Coordination of Benefits

Claims

Power Account Service Estimate

Document Resource Center

Notes

 This patient is eligible as of today, Jun 11, 2018.

Patient Information

Name S ██████████ S
 Gender F
 Birthdate E ██████████
 Age 5 ██████████
 Member # 1 ██████████
 Member # U ██████████
 Address E ██████████
 Phone Number (██████████)
 Email N/A

PCP Information

Name ANGELIQUE BROWN
 Address 8777 BROADWAY
 STE C
 MERRILLVILLE, IN 46410
 Practice Type FAMILY PRACTICE
 Phone Number [\(219\) 738-3854](tel:2197383854)

[View PCP History](#)

[EPSDT](#)

[Care Gaps](#)

Risk Category Alerts: Ischemic Vascular Disease
 Non-compliant for annual well visit.

[Allergies](#)

None On File

[View Clinical Information](#)

Eligibility History

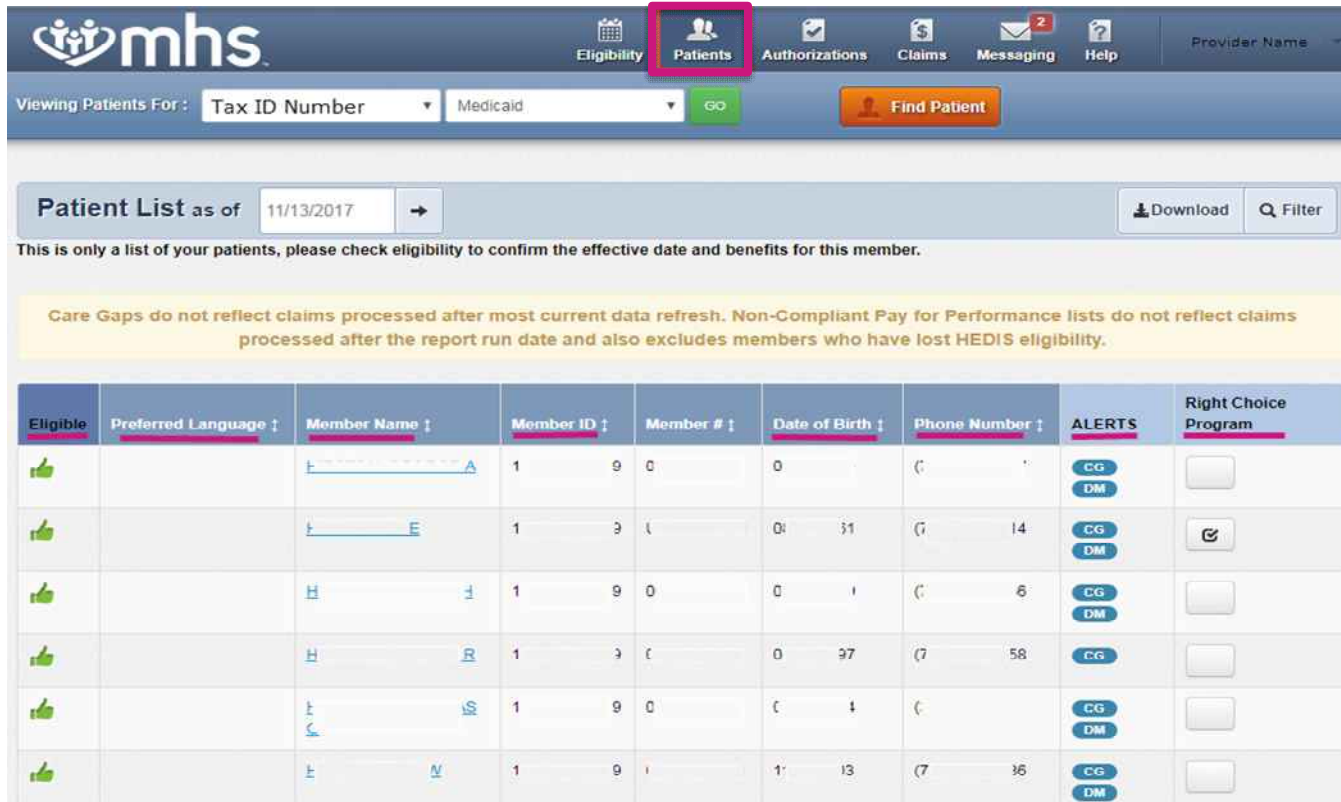
Start Date	End Date	Program
May 1, 2018	Ongoing	State Plus, Copay - ER only

Overview Tab

1. Patient Information
2. Eligibility History
3. PCP Information and PCP History
4. Early and Periodic Screening, Diagnostic and Treatment (EPSDT)
5. Care Gaps
6. Allergies

View Patient List

- Click **Patients** tab at the top of the screen.
- The Patient List appears displaying **Eligibility Status, Preferred Language, Member Name, Medicaid ID, DOB, Phone Number, Alerts** and **Right Choice Program**.
- To download the patient list to Excel, click **Download**. This allows for you to manage your patient information.



The screenshot shows the mhs web application interface. At the top, the 'Patients' tab is highlighted with a red box. Below the navigation bar, there are search filters for 'Tax ID Number' and 'Medicaid', a 'GO' button, and a 'Find Patient' button. The main content area shows 'Patient List as of 11/13/2017' with 'Download' and 'Filter' buttons. A disclaimer states: 'This is only a list of your patients, please check eligibility to confirm the effective date and benefits for this member.' Below this is a yellow warning box: 'Care Gaps do not reflect claims processed after most current data refresh. Non-Compliant Pay for Performance lists do not reflect claims processed after the report run date and also excludes members who have lost HEDIS eligibility.' The main table displays patient information with columns for Eligible, Preferred Language, Member Name, Member ID, Member #, Date of Birth, Phone Number, ALERTS, and Right Choice Program.

Eligible	Preferred Language ↑	Member Name ↓	Member ID ↓	Member # ↓	Date of Birth ↓	Phone Number ↓	ALERTS	Right Choice Program
👍		[REDACTED]	1 9 0		0	()	CG DM	<input type="checkbox"/>
👍		[REDACTED]	1 3		01 31	(7) 14	CG DM	<input checked="" type="checkbox"/>
👍		[REDACTED]	1 9 0		0	() 6	CG DM	<input type="checkbox"/>
👍		[REDACTED]	1 3		0 37	(7) 58	CG	<input type="checkbox"/>
👍		[REDACTED]	1 9 0		0 4	()	CG DM	<input type="checkbox"/>
👍		[REDACTED]	1 9		1 13	(7) 36	CG DM	<input type="checkbox"/>

Authorizations

Authorizations

View, create and filter group Authorizations.

- Click on the **AUTH ID** to see additional information.

Viewing Authorizations For: **Tax ID Number** Medicaid **GO** **Create Authorization**

Authorizations Processed Errors Disclaimer Filter

Please call the health plan for questions regarding voided authorization submissions. The authorization page is updated every 24 hours.

STATUS	AUTH ID	MEMBER	FROM DATE	TO DATE	DIAGNOSIS	AUTH TYPE	SERVICE
DENY		4 K	07/03/2019	12/31/9999	E66.01	INPATIENT	Surgical
APPROVE		5 T	07/01/2019	01/01/2020	M81.0	OUTPATIENT	Biopharmacy
APPROVE		3 J	07/01/2019	01/01/2020	M81.0	OUTPATIENT	Biopharmacy
APPROVE		8 V	06/28/2019	07/27/2019	M51.26	OUTPATIENT	Outpatient Services
APPROVE		3 V	06/26/2019	07/26/2019	K43.9	OUTPATIENT	DME
APPROVE		C T	06/18/2019	12/31/9999	E66.01	INPATIENT	Surgical
APPROVE		4 C	06/18/2019	06/18/2019	E66.01	OUTPATIENT	Inpatient Services (S&P)

Authorization Details

View Auth Status, Auth Nbr, Service, Provider of Service, Diagnosis Code(s), Explanation, Auth Type, From Date, To Date, Procedure Code, and Notes and Attachments.

Back to Authorizations
Member Name

Overview

Cost Sharing

Assessments

Health Record

Care Plan

Authorizations

Referrals

Coordination of Benefits

Claims

Auth Status: APPROVE

Auth Nbr: C-3

Service: DME

Provider of Service(s): RI

Diagnosis Code(s): K43.9

Explanation: Pay

Auth Type: OUTPATIENT

From Date: 06/26/2019

To Date: 07/26/2019

Procedure Code(s): 49652

Notes & Attachments: [View](#)

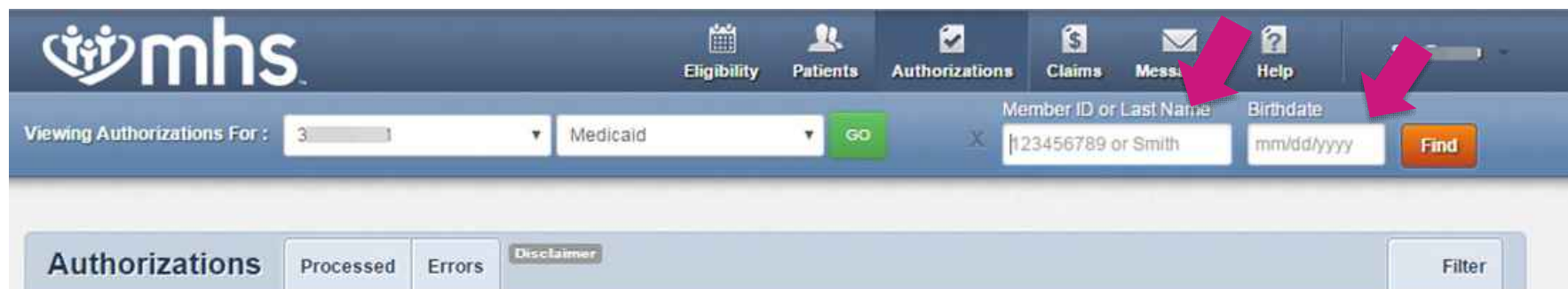
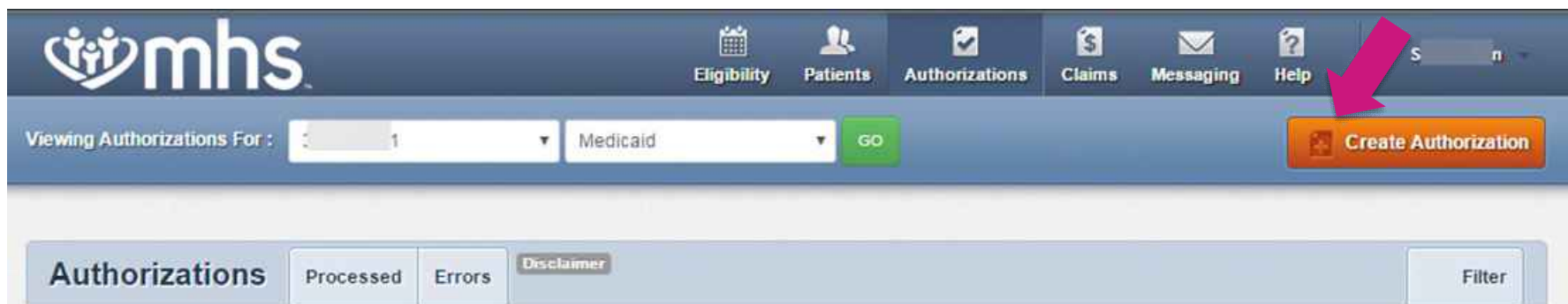
Line Item	Service type	Start Date	End Date	Units Req.	Units Apprd	Servicing Provider	Location	Status	Medical Necessity	Decision Date
1	DME	06/26/2019	07/26/2019	1	1	F	Unspecified	APPROVE	Met as requested	06/09/2019
2	DME	06/26/2019	07/26/2019	1	1	F	Unspecified	APPROVE	Met as requested	06/09/2019

Back to Authorization List

Create a New Authorization

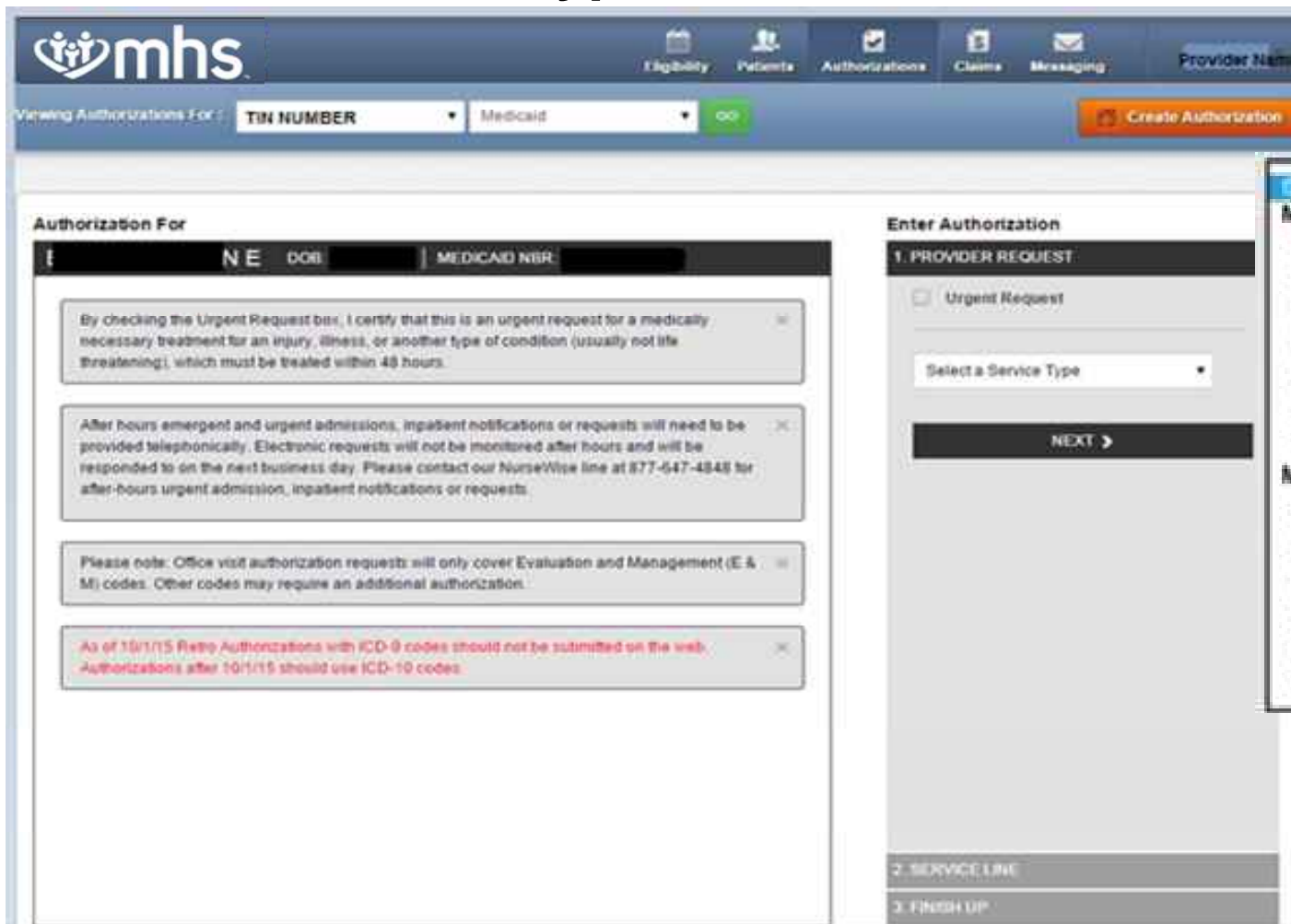
New Authorization

- Click **Create Authorization**.
- Enter **Member ID** or **Last Name** and **Birthdate**.



Creating a New Authorization

 Select a Service Type.



The screenshot shows the mhs web application interface for creating a new authorization. At the top, there is a navigation bar with icons for Eligibility, Patients, Authorizations, Claims, and Messaging, along with a 'Provider Name' field. Below this, a search bar shows 'Viewing Authorizations For: TIN NUMBER Medicaid' with a 'Create Authorization' button. The main content area is divided into two columns. The left column, titled 'Authorization For', contains several informational boxes with expand/collapse icons. The right column, titled 'Enter Authorization', shows a progress indicator with '1. PROVIDER REQUEST' selected, an 'Urgent Request' checkbox, a 'Select a Service Type' dropdown menu, and a 'NEXT' button. Below the main form, there are sections for '2. SERVICE LINE' and '3. FINISH UP'.

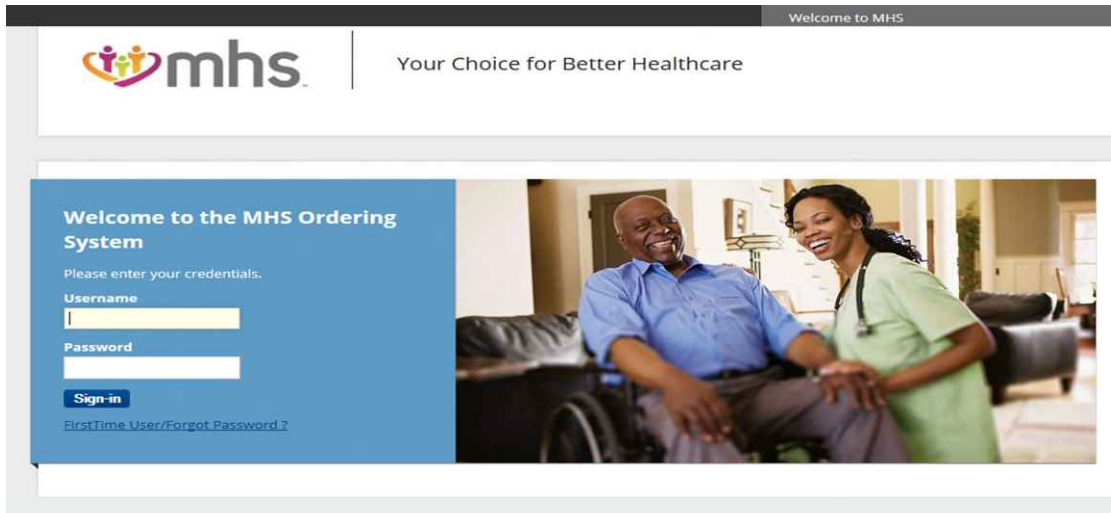
- Select a Service Type**
- Medical Outpatient
 - Biopharmacy
 - DME
 - Drug Testing
 - Genetic Testing & Counseling
 - Home Health
 - Imaging
 - Office Visit
 - Outpatient Services
 - Transport
 - Medical Inpatient
 - C-Section Delivery
 - Medical
 - Premature/False Labor
 - Rehab Inpatient
 - Skilled Nursing
 - Surgical Inpatient
 - Transplant
 - Vaginal Delivery

Authorization for Durable & Home Medical Equipment



Requests should be initiated via **MHS Secure Portal** on **mhsindiana.com**

1. Select **Authorizations** tab and click on **Create Authorization**.
2. Enter **Member ID** or **Last Name** and **Date of Birth**.
3. Choose **DME** and you will be directed to the Medline portal for order entry.

A screenshot of the MHS Ordering System login page. The page has a white header with the MHS logo and the tagline "Your Choice for Better Healthcare". Below the header, there is a blue sidebar on the left with the text "Welcome to the MHS Ordering System" and "Please enter your credentials." followed by input fields for "Username" and "Password", a "Sign-in" button, and a link for "FirstTime User/Forgot Password?". To the right of the sidebar is a photograph of a healthcare professional in green scrubs assisting an elderly man in a wheelchair.

Claims

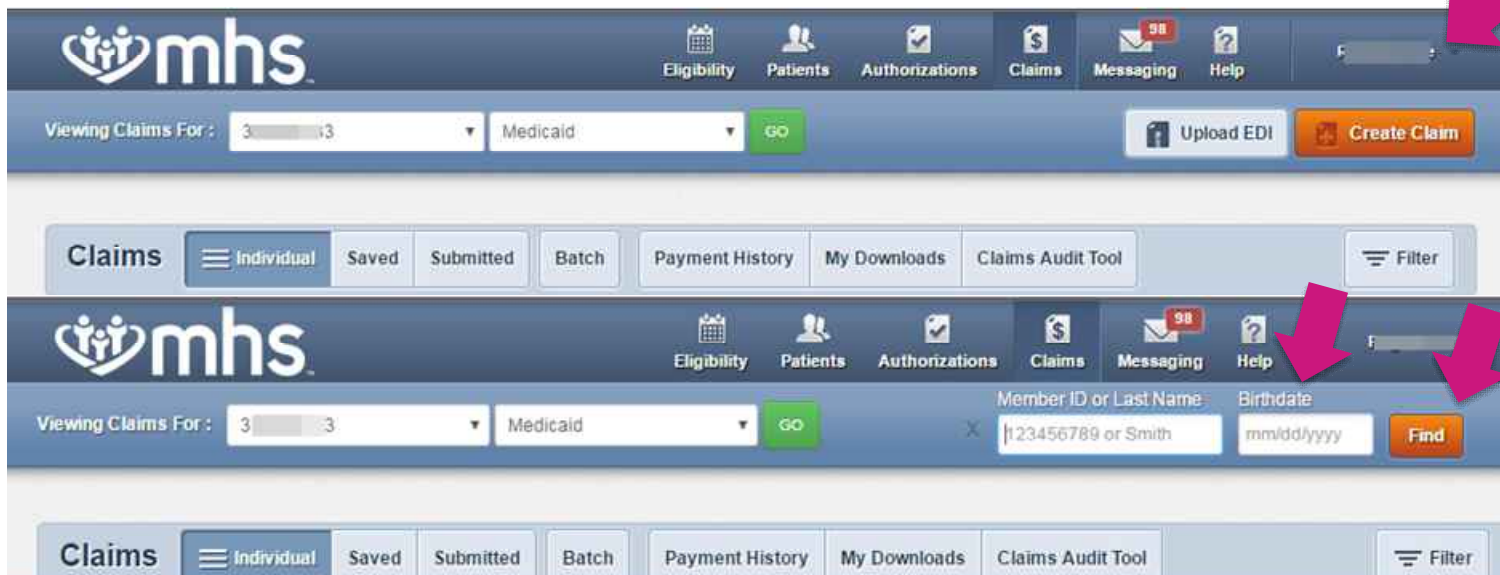
Claims

Claims Features

- **Submit** new claim.
- **Review claims** submitted for members.
- **Correct** claims.
- View **Payment History**.

Submit a New Claim

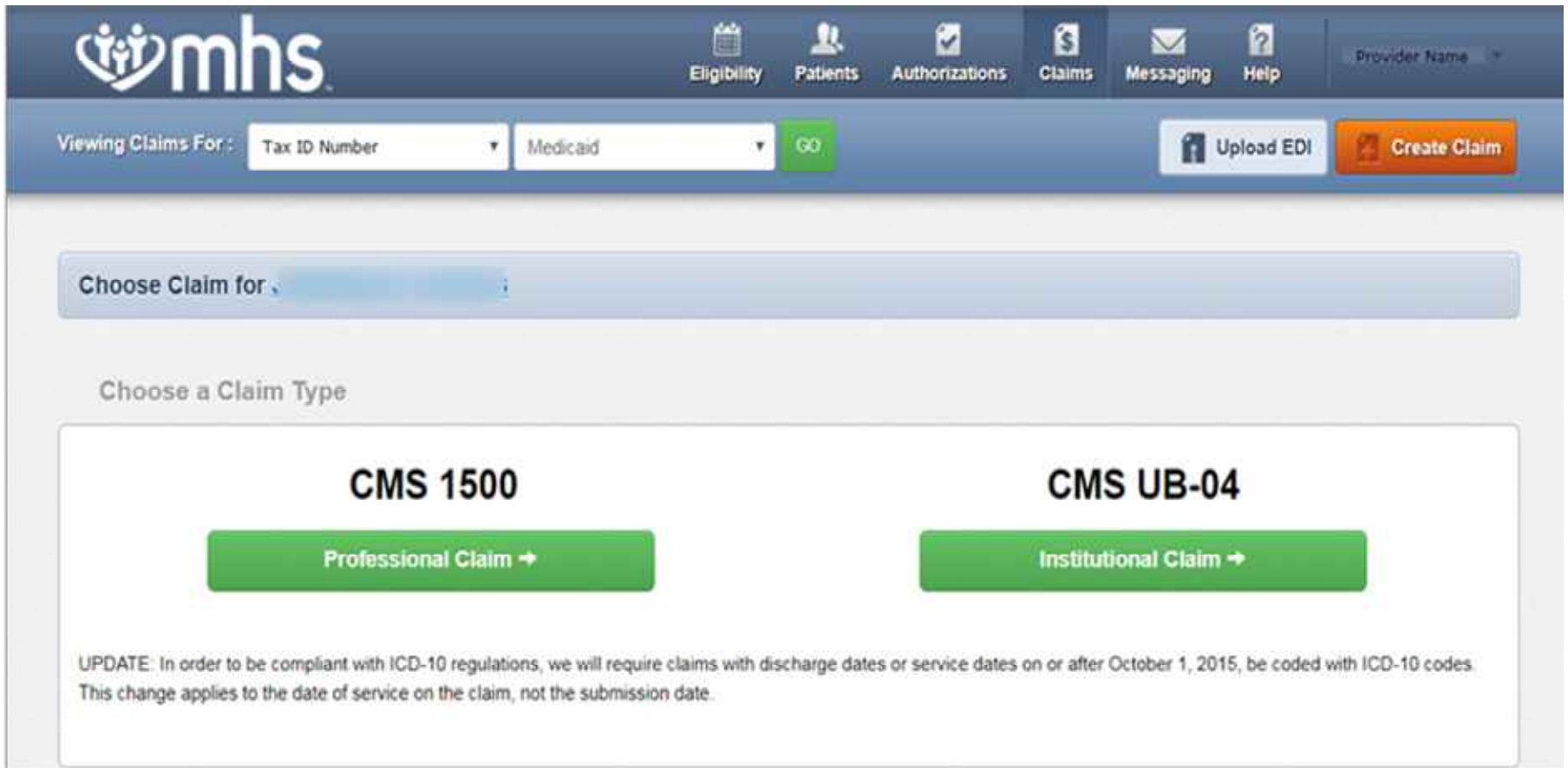
- Click **Create Claim** and enter **Member ID** and **Birthdate**.



The screenshot displays the mhs Claims portal interface. At the top, there is a navigation bar with icons for Eligibility, Patients, Authorizations, Claims, Messaging, and Help. Below this, a search bar is visible with a pink arrow pointing to it. The main content area features a 'Viewing Claims For' section with dropdown menus for '3' and 'Medicaid', and a 'GO' button. To the right, there are buttons for 'Upload EDI' and 'Create Claim'. Below this, a 'Claims' section has tabs for 'Individual', 'Saved', 'Submitted', 'Batch', 'Payment History', 'My Downloads', and 'Claims Audit Tool', along with a 'Filter' button. The bottom section shows a search form with fields for 'Member ID or Last Name' (containing '123456789 or Smith') and 'Birthdate' (containing 'mm/dd/yyyy'), and a 'Find' button. Two pink arrows point to the 'Help' icon and the search bar area.

Claim Submission

 Choose the Claim Type.



The screenshot shows the mhs web application interface. At the top, there is a navigation bar with the mhs logo and several menu items: Eligibility, Patients, Authorizations, Claims, Messaging, and Help. A dropdown menu for 'Provider Name' is also visible. Below the navigation bar, there is a search area for 'Viewing Claims For:' with two dropdown menus: 'Tax ID Number' and 'Medicaid', followed by a 'GO' button. To the right of the search area are two buttons: 'Upload EDI' and 'Create Claim'. The main content area is titled 'Choose Claim for:' and contains a section 'Choose a Claim Type'. This section has two large green buttons: 'CMS 1500 Professional Claim →' and 'CMS UB-04 Institutional Claim →'. At the bottom of the main content area, there is an 'UPDATE' notice: 'UPDATE: In order to be compliant with ICD-10 regulations, we will require claims with discharge dates or service dates on or after October 1, 2015, be coded with ICD-10 codes. This change applies to the date of service on the claim, not the submission date.'

Professional Claim Submission

 Follow **Your Progress** to see [Professional Claim](#) steps and Submission.

Professional Claim for

Your Progress



THIS SECTION:

Review

Please review your claim and submit.

[← Back](#)

This claim is eligible for Real Time Editing and Pricing.
Please click on the Validate button to proceed to the next step.

[Validate →](#)

Almost done!

You can go back to review your claim or submit now.

Claim Id: 8[REDACTED]2

Member Record Number: [REDACTED]3

Member Claim Amount Paid:

Patient's Account Number: 1[REDACTED]7

Institutional Claim Submission

 Follow **Your Progress** to see [Institutional Claim](#) steps and Submission.

Institutional Claim for **E**

Your Progress



THIS SECTION:

Review and Submit

Please review your claim before submitting.

Almost done!

You can go back to review your claim or submit now.



Claim ID: **E**

General Info [Edit](#)

Submitted Claims

The **Submitted** tab will show only claims created via the MHS portal.

- **Paid** is a green thumbs up.
- **Denied** is a orange thumbs down.
- **Pending** is a clock.

RTEP (Real Time Editing and Pricing) claims also show if eligible. (i.e. line 3 was submitted. But was not eligible for RTEP.)

SUBMITTED STATUS ↑	DATE SUBMITTED ↓	WEB #/ REF # ↓	CLAIM NUMBER ↓	CLAIM TYPE ↓	MEMBER NAME ↓	MEMBER ID ↓	ORIGINAL CLAIM # ↓	TOTAL CHARGES ↓	
🕒	08/16/2017	8-1-17	1-1-17	CMS-1500	S-1-17	1-1-17	6	\$150.00	
👍	08/10/2017	1-1-17	C-1-17	CMS-1500	C-1-17	1-1-17		\$150.00	RTEP 👍
👍	08/02/2017	1-1-17	C-1-17	CMS-1500	S-1-17	1-1-17		\$150.00	RTEP 🚫
👍	07/24/2017	1-1-17	C-1-17	CMS-1500	S-1-17	1-1-17		\$150.00	RTEP 👍

4 items found, displaying all items. Page 1/1 1

Individual Claims

On the **Individual** tab, claims submitted using paper, portal or clearing house.

- View the Claim Number, Claim Type, Member Name, Service Dates, Billed/Paid, and Claim Status

The screenshot shows the mhs Claims portal interface. At the top, there is a navigation bar with icons for Eligibility, Patients, Authorizations, Claims (highlighted with a red box), Messaging (46), and Help. Below this is a search bar for 'Viewing Claims For:' with 'Tax ID Number' and 'Medicaid' selected, and a 'GO' button. There are also 'Upload EDI' and 'Create Claim' buttons. Below the search bar is a tabbed interface with 'Claims' selected, and sub-tabs for 'Individual' (highlighted with a red box), 'Saved', 'Submitted', 'Batch', 'Payment History', 'My Downloads', and 'Claims Audit Tool'. The main content area is titled 'Claims: Recent' and includes a search filter for 'Date Range : 01/18/2019 to 02/18/2019' and 'Change dates'. There are 'Filter' and 'Search' buttons (both highlighted with red boxes). Below this is a table of claims:

CLAIM NO. ↑	CLAIM TYPE ↓	MEMBER NAME ↓	SERVICE DATE(S) ↓	BILLED/ PAID ↓	CLAIM STATUS ↓
§ [redacted]	CMS-1500	L [redacted]	02/14/2019 - 02/14/2019	\$100.00 / \$0.00	⌚ Pending
§ [redacted]	CMS-1500	C [redacted]	02/14/2019 - 02/14/2019	\$100.00 / \$0.00	⌚ Pending
§ [redacted]	CMS-1500	E [redacted]	02/14/2019 - 02/14/2019	\$100.00 / \$0.00	⌚ Pending
§ [redacted]	CMS-1500	C [redacted]	02/14/2019 - 02/14/2019	\$149.00 / \$0.00	⌚ Pending
§ [redacted]	CMS-1500	[redacted] K	02/14/2019 - 02/14/2019	\$229.00 / \$0.00	⌚ Pending

Saved Claims

To view **Saved** claims: Drafts, Professional or Institutional

1. Select **Saved**.
2. Click **Edit** to view a claim.
3. Fix any errors or complete before submitting.
- Or
4. Click **Delete** to delete saved claim that is no longer necessary.
5. Click **OK** to confirm the deletion.

The screenshot shows the mhs Claims management interface. At the top, there are navigation tabs for Eligibility, Patients, Authorizations, Claims, Messaging, and Help. Below this is a search bar for 'Viewing Claims For' with a dropdown set to '3' and 'Medicaid', and buttons for 'Upload EDI' and 'Create Claim'. The main section has a 'Claims' header with several tabs: 'Individual', 'Saved' (highlighted with a red box), 'Submitted' (with a '11' notification), 'Batch', 'Payment History', 'My Downloads', and 'Claims Audit Tool'. Below the tabs is a table of claims. A large red arrow points to the 'Edit' and 'Delete' buttons in the table.


DATE CREATED ↑	CLAIM TYPE ↓	CLAIM ID ↓	MEMBER NAME ↓	MEMBER ID ↓	ORIGINAL CLAIM # ↓	TOTAL CHARGES ↓		
08/10/2017	Institutional	8100	R...	109	Q03	\$54,159.07	Edit	Delete
08/07/2017	Institutional	815	P...	109	Q01	\$461.75	Edit	Delete
08/02/2017	CMS-1500	8100	AI...	109	Q04	\$292.00	Edit	Delete
08/01/2017	Institutional	817	J...	109	Q06	\$461.75	Edit	Delete
08/01/2017	Institutional	811	F...	109	Q01	\$461.75	Edit	Delete
07/17/2017	Institutional	813	...	109		\$507.00	Edit	Delete

Correcting Claims

 After clicking on a **Claim #** link:


1. Click **Correct Claim**.
2. Proceed through the claims screens correcting the information that you may have omitted when the claim was originally submitted.
3. Continue clicking **Next** to move through the screens required to resubmit.
4. Review the claim information.
5. Click **Submit**.

Back to Claims
Claim Details

 Only claims with a status of **PAID** or **DENIED** can be corrected online.

Claim #S158INE03385: Paid

+ Copy Claim
Correct Claim



Claim Accepted In Process Paid

Member	Provider	Claim
Member Name: A <input type="text"/> EY	Ref/Acct No.: E <input type="text"/>	DOS Range: 06/06/2019 - 06/06/2019
Member ID: 1(<input type="text"/>)	Servicing Provider: C <input type="text"/> Y	Received Date: 06/07/2019
Member DOB: 1 <input type="text"/> 7	Servicing NPI: 1: <input type="text"/> 2	Billed Amount: \$120.00

Service Lines

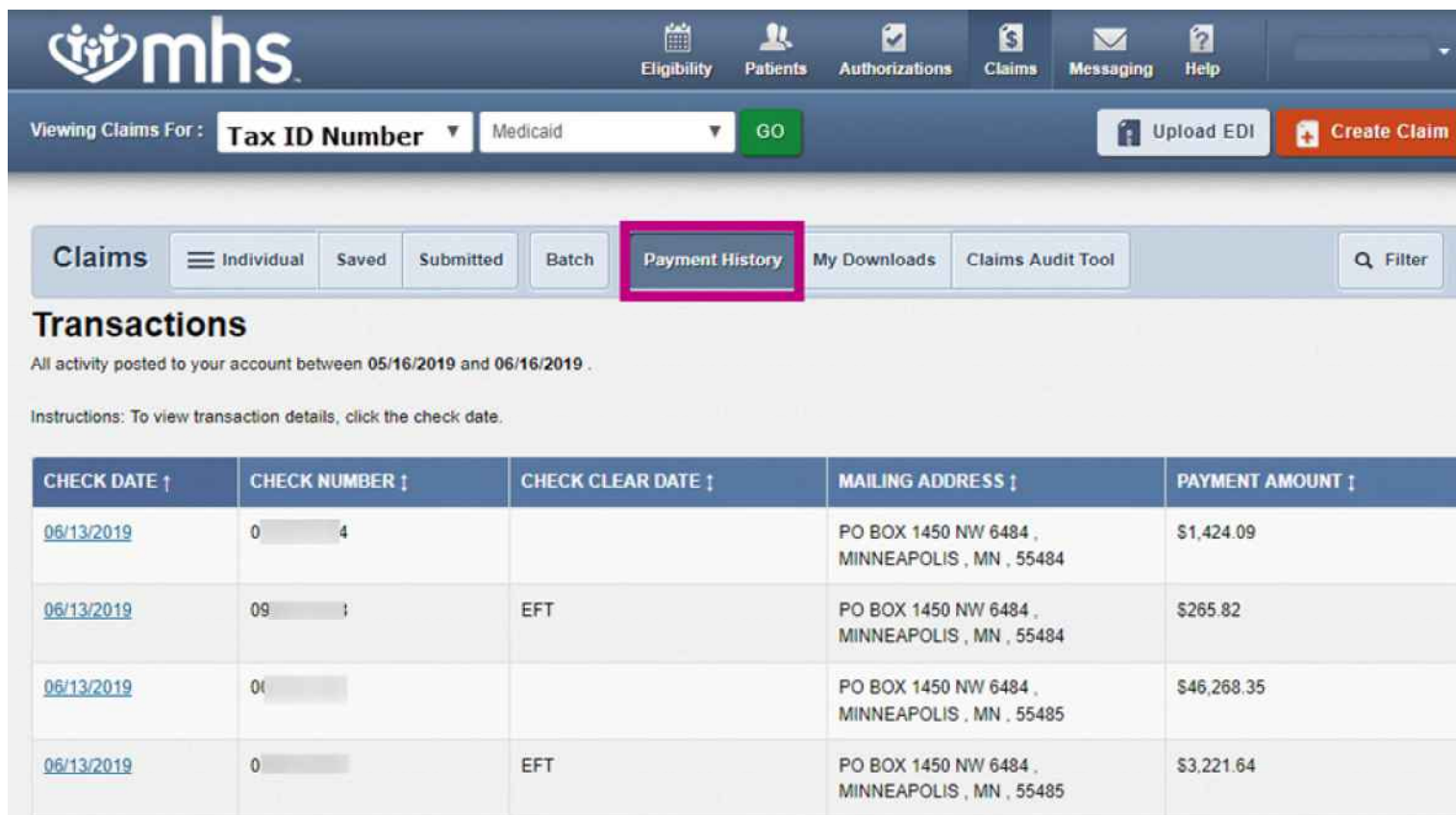
Line	DOS	Proc	Dx	Modifiers	Place of Service	Charged	Payment Amount	Payment Date	Check No.	Status	Payment Codes
1	06/06/2019	99213	K120		11	\$120.00	\$51.99	06/13/2019	00103717 46	PAID	92

 [Submit a Correct Claim Guide](#)

Payment History

Click on **Payment History** to view Check Date, Check Number, Check Clear Date, Mailing Address and Payment Amount.

- Click on **Check Date** to view Explanation of Payment.



Viewing Claims For: Tax ID Number Medicaid GO Upload EDI Create Claim

Claims Individual Saved Submitted Batch **Payment History** My Downloads Claims Audit Tool Filter

Transactions

All activity posted to your account between 05/16/2019 and 06/16/2019 .

Instructions: To view transaction details, click the check date.

CHECK DATE ↑	CHECK NUMBER ↓	CHECK CLEAR DATE ↓	MAILING ADDRESS ↓	PAYMENT AMOUNT ↓
06/13/2019	0 4		PO BOX 1450 NW 6484 , MINNEAPOLIS , MN , 55484	\$1,424.09
06/13/2019	09 :	EFT	PO BOX 1450 NW 6484 , MINNEAPOLIS , MN , 55484	\$265.82
06/13/2019	0()		PO BOX 1450 NW 6484 , MINNEAPOLIS , MN , 55485	\$46,268.35
06/13/2019	0 ()	EFT	PO BOX 1450 NW 6484 , MINNEAPOLIS , MN , 55485	\$3,221.64

Payment History

 Click on **View Service Line Details**.

Explanation of Payment Details

[Back to Payments List](#)
[Download \(Excel Format\)](#)
[Print](#)

Check/Trace Number: 0 Check Date: 02/28/2019

Insured Name: E R

Group: T S

Patient Name: E R

ID: 1)

Control Number: S 9

Account: F)

Service Provider: F D

NPI: 1)

[View Service Line Details](#)

Serv	Date	Proc#/ Proc2	Mod	Days/ Cnt Qty	Charged	Allowed	Deduct/ Copay	Coinsur	Discount/ Interest	Med Allow/ Med Paid	TPP	Denied	Remit Codes	Payment
10	02/13/2019	76820	26	0/1	100.00	24.86	0.00/0.00	0.00	0.00/0.00	0.00/0.00	0.00	0.00	92	24.86
20	02/13/2019	76818	26	0/1	130.00	52.32	0.00/0.00	0.00	0.00/0.00	0.00/0.00	0.00	0.00	92	52.32
Sub Total:					\$230.00	\$77.18	\$0.00/\$0.00	\$0.00	\$0.00/\$0.00	\$0.00/\$0.00	\$0.00	\$0.00		\$77.18

Remit Code Descriptions

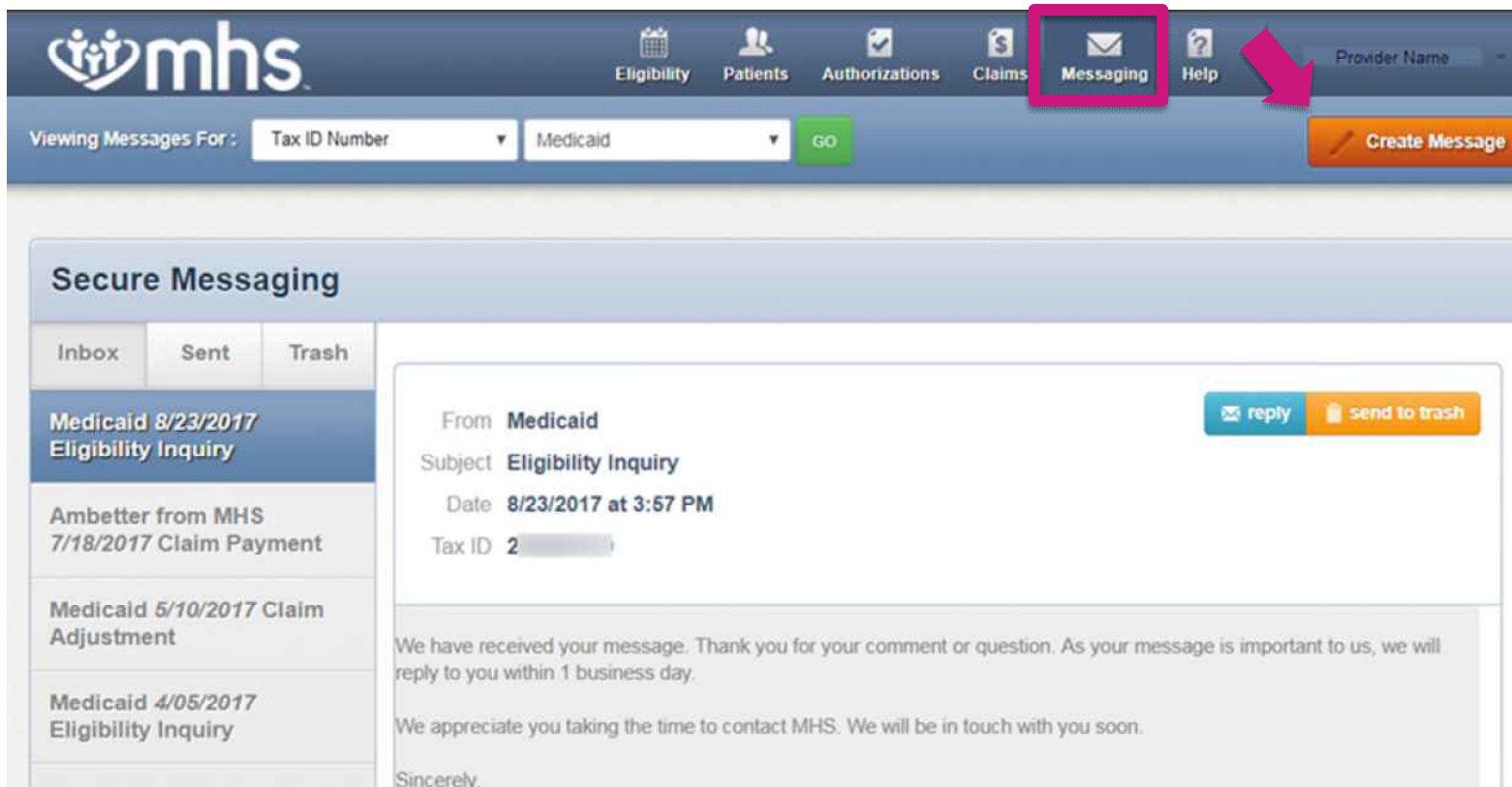
92

PAID IN FULL

Secure Messaging

Create a New Secure Message.

- Click **Messaging** tab from the Dashboard.
- Click **Create Message**.



Secure Messaging

Viewing Messages For: Tax ID Number Medicaid GO Create Message

Inbox	Sent	Trash
Medicaid 8/23/2017 Eligibility Inquiry		
Ambetter from MHS 7/18/2017 Claim Payment		
Medicaid 5/10/2017 Claim Adjustment		
Medicaid 4/05/2017 Eligibility Inquiry		

From Medicaid
Subject Eligibility Inquiry
Date 8/23/2017 at 3:57 PM
Tax ID 2

reply send to trash

We have received your message. Thank you for your comment or question. As your message is important to us, we will reply to you within 1 business day.

We appreciate you taking the time to contact MHS. We will be in touch with you soon.

Sincerely,

Provider Portal Enhancement (Online Claim Reconsiderations)

Summary Of Online Reconsiderations

Skip the phone call.

- Providers will make their case directly on the portal.

Make the case.

- Providers will submit informal dispute/reconsideration comments using expanded text fields.


Add context.

- Providers can easily attach supporting documentation when filing an informal dispute/reconsideration.

Stay current.

- Providers may opt in/out for informal dispute/reconsideration status change emails.
- Providers may also view status online.

Submit Reconsideration

 Step 1- Provider will search for the claim from the claims tab.

 Step 2- The **Reconsider Claim** button will be visible from the claims sub navigation screen.

Note: This option is only available to those claims that do not already have a web-initiated reconsideration already in progress.

Submit Reconsideration

The screenshot shows the mhs Claims Management System interface. At the top, there is a navigation bar with the mhs logo and several menu items: Eligibility, Patients, Authorizations, Claims, and Messaging. A pink arrow points to the 'Claims' menu item. Below the navigation bar, there is a search area for 'Viewing Claims For' with a dropdown menu set to 'Nebraska Total Care' and a 'GO' button. To the right of the search area are two buttons: 'Upload EDI' and 'Create Claim'.


The main content area is titled 'Claim Details' and includes a 'Back to Claims' link. The claim status is 'Denied'. A pink arrow points to the 'Reconsider Claim' button, which is located next to 'Copy Claim' and 'Correct Claim' buttons. Below the buttons is a progress indicator showing three stages: 'Claim Accepted' (green checkmark), 'In Process' (green checkmark), and 'Denied' (red X).

The 'Member' section displays fields for Member Name, Member ID, and Member DOB, all of which are redacted with blue bars. The 'Provider' section displays fields for RefAcct No., Servicing Provider, and Servicing NPI, also redacted with blue bars. The 'Claim' section displays fields for DOS Range (01/22/2019 - 01/22/2019), Received Date (01/25/2019), and Billed Amount (\$160.00).

The 'Service Lines' section contains a table with the following data:

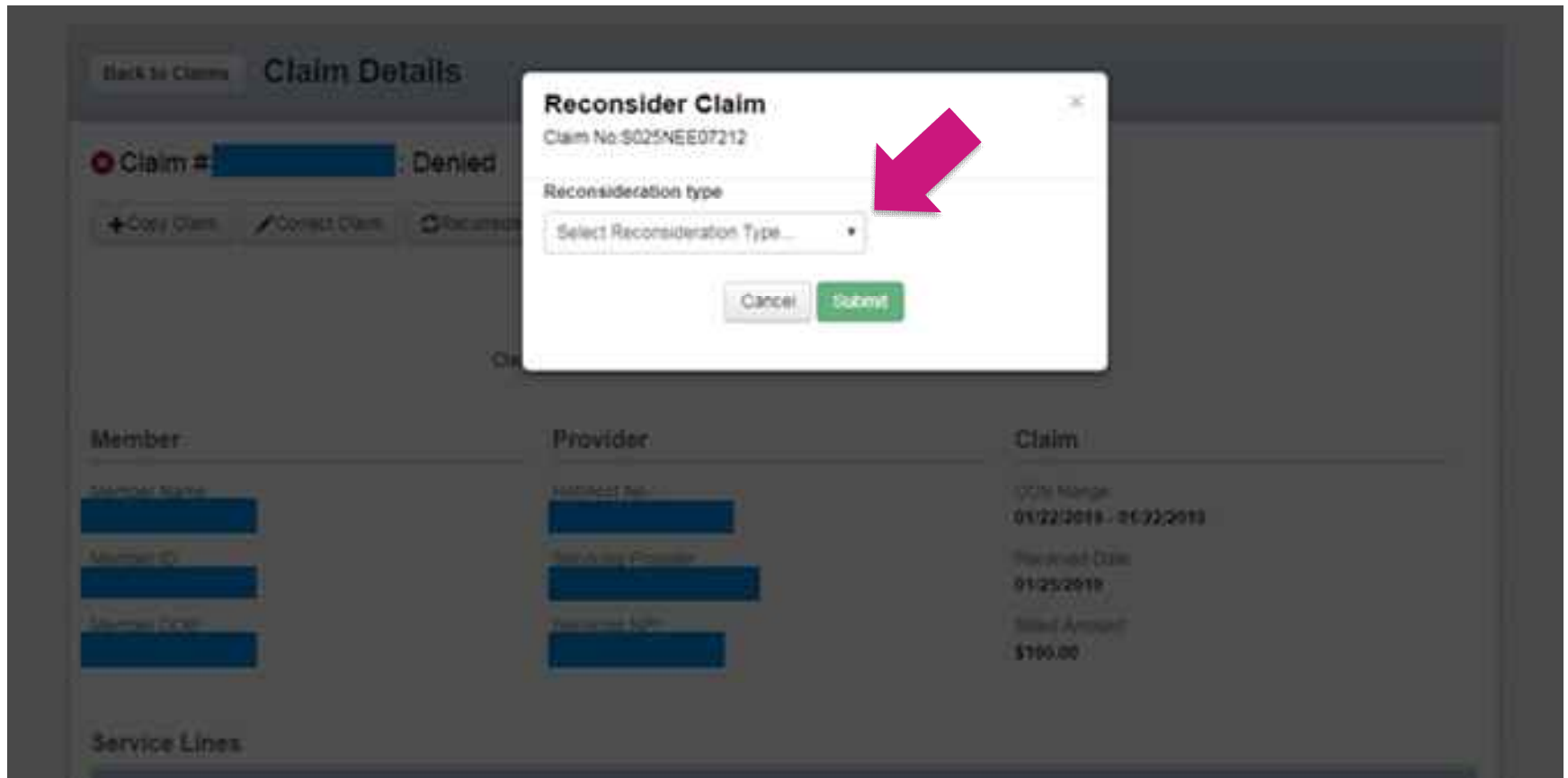
Line	DOS	Proc.	Dx	Modifiers	Place of Service	Charged	Payment Amount	Payment Date	Check No.	Status	Payment Codes
1	01/22/2019	99213	S82132 D; S82112 D; W010X XD		22	\$160.00	\$0.00	02/01/2019		VOID	L6

Submit Reconsideration – Pop-Up Window

 Once the provider selects Reconsider Claim, a pop up window will show.

 The pop-up window displays a Reconsideration Type dropdown menu.

Submit Reconsideration – Pop-Up Window



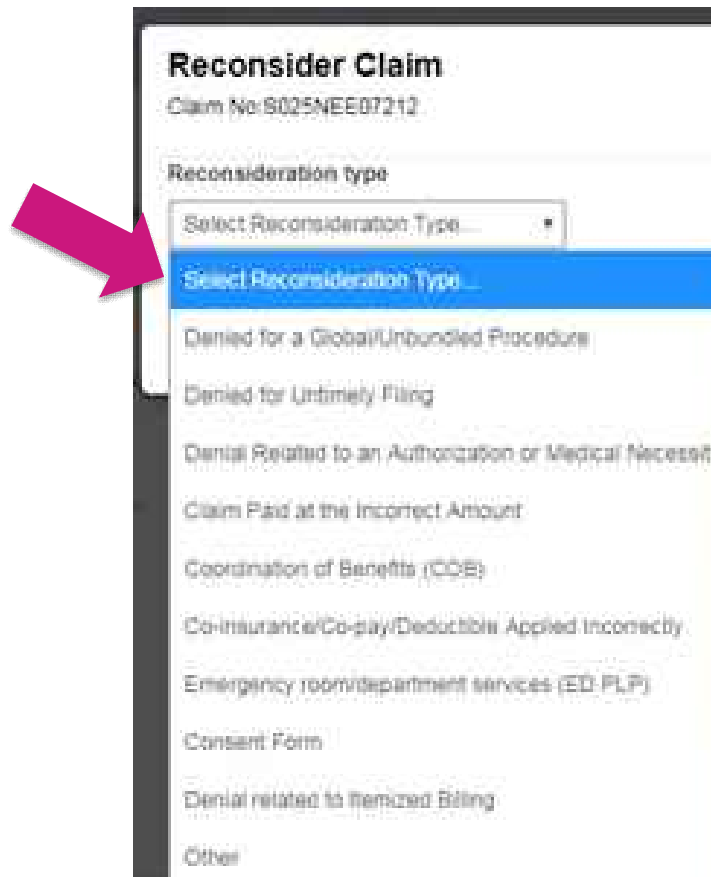
Submit Reconsideration – Select Reconsideration Type

 Providers will select a Reconsideration Type.

- Examples include:
 - “Denied for Global/Unbundled Procedure”
 - “Denied for Untimely Filing”
 - “Other”

 Providers should choose the option that is related to their reconsideration reason.

Submit Reconsideration – Select Reconsideration Type

A screenshot of a web application interface for submitting a reconsideration claim. The form is titled "Reconsider Claim" and shows a claim number "S025NEE07212". A dropdown menu for "Reconsideration type" is open, showing a list of options. A pink arrow points to the top of the dropdown menu. The options listed are: "Select Reconsideration Type...", "Denied for a Global/Unbundled Procedure", "Denied for Untimely Filing", "Denial Related to an Authorization or Medical Necessity", "Claim Paid at the Incorrect Amount", "Coordination of Benefits (COB)", "Co-insurance/Co-pay/Deductible Applied Incorrectly", "Emergency room/department services (ED-PLP)", "Consent Form", "Denial related to Itemized Billing", and "Other".

Reconsider Claim


Claim No: S025NEE07212


Reconsideration type


Select Reconsideration Type...

- Select Reconsideration Type...
- Denied for a Global/Unbundled Procedure
- Denied for Untimely Filing
- Denial Related to an Authorization or Medical Necessity
- Claim Paid at the Incorrect Amount
- Coordination of Benefits (COB)
- Co-insurance/Co-pay/Deductible Applied Incorrectly
- Emergency room/department services (ED-PLP)
- Consent Form
- Denial related to Itemized Billing
- Other


Submit Reconsideration – Enter Information

-  Once the provider selects the reconsideration reason, the provider has two options:
 - Add notes
 - Upload documents

-  The form is dynamic; depending on the dropdown item selected, notes and/or documents may be required.

-  Select **Submit** after populating all required fields.

Submit Reconsideration – Updated Tracker

 Upon submission, a success banner will be displayed.



The screenshot displays the 'Claim Details' page. At the top, there is a 'Back to Claims' button and the title 'Claim Details'. Below this, the claim status is shown as 'Claim # [redacted] Reconsideration'. There are two buttons: '+ Copy Claim' and 'Correct Claim'. A green success banner with a checkmark icon and the text 'Your Reconsideration request has been submitted Successfully.' is prominently displayed. A large pink arrow points to this banner. Below the banner is a progress tracker with five stages: 'Claim Accepted' (green checkmark), 'In Process' (green checkmark), 'Denied' (red X), 'Submitted' (green checkmark), and 'Outcome TBD' (grey circle). A bracket labeled 'RECONSIDERATION' spans the 'Submitted' and 'Outcome TBD' stages.

Submit Reconsideration – Updated Tracker

 The tracker graphic will be updated to reflect that a reconsideration is in progress.



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Available online:

https://www.mhsindiana.com/content/dam/centene/mhsindiana/medicaid/pdfs/ProviderTerritory_map_2020.pdf

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Community Physicians of Indiana
HealthNet
Health & Hospital Corporation of
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Indiana University Health
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Back of Map

Available online:

https://www.mhsindiana.com/content/dam/centene/mhsindiana/medical/pdfs/ProviderTerritory_map_2020.pdf

What Did You Learn?

-  Analytic/Web Tool Resources
-  Navigating the web portal
-  Navigating provider analytics
-  How to view Gaps In Care
-  Navigating patient analytics
-  Eligibility verification
-  Authorization requests and information
-  How to submit a corrected claim
-  Reviewing claim information
-  How to submit request on line
-  How to navigate online claim reconsiderations

Questions?

Thank you for being our partner in care.