

The Availity Claim Status Tool is the recommended method for providers to acquire status on claims processed by Blue Cross and Blue Shield of Texas (BCBSTX) for the following members:

• Texas Medicaid STAR, STAR Kids and CHIP

Organizations can improve their accounts receivable by utilizing the Claim Status tool. Results are available in realtime and provides more detailed information than the HIPAA-standard 277 claim status transaction.

If you do not have Availity access, you may obtain claim status online by completing a 276/277 transaction through your preferred web vendor.

# 1) Getting Started

- Go to Availity I de la construcción de la constr
- Select Availity Portal Login
- Enter User ID and Password
- Select Log in

**Note:** Only registered Availity users can access the Claim Status Tool. If you are not a registered Availity user, you may complete the guided online registration process at availity.com – at no charge.

## 2) Accessing Claim Status

- Select Claims & Payments from the navigation menu
- Select Claim Status



Note: Contact your Availity administrators if the Claim Status tool is not listed in the Claims & Payments menu.

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User ID.	
User ID	
Password:	
•••••	
Show password as I type	

# 3) Submitting Transactions

Claim status may be obtained using a Member ID or Claim Number. Both options are illustrated in this step.

Choose the Organization and appropriate Payer from the drop-down list

Click Select		Quick Tip: → PLUS signifies enhanced payer-specific details.		
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Patient Registration ~	Claims & Payments V My Providers V Repo	orting Payer Spaces ∨ More ∨	Keyword Search Q	
	Home > Select		Need Help? Watch a demo for Claim Status	
	🔤 Claim Status		Give Feedback	
	Organization	Payer		
	ABC CLINIC	BCBSTX Medicaid STAR/CHIP	PLUS Select	

#### Search by Member:

- Select the Search by Member tab
- Choose the Billing Provider from the Select a Provider drop-down list or enter the Provider NPI (Type 2)
- Enter Member ID excluding the preceding three-character prefix
- Enter Service Dates in MM/DD/YYYY format
- Select Submit

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Search by Member See Select a Provider O optional Select	earch by Cla	Im O HIPAA Standar	d	Provider NPI 9999999999	Member ID 9999999999	
Service Dates ø						
U4/14/2020	- 05	15/2020				Submit

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#### Search by Claim:

- Select the Search By Claim tab ۲
- Choose the Billing Provider from the Select a Provider drop-down list or enter the Provider NPI (Type 2) ►
- Enter the Claim Number
- Select Submit

Quick Tip:  $\rightarrow$  The plus (+) icon signifies enhanced payer-specific details. ጰ Availity 🖷 Home Notifications ♡ My Favorites Claims & Payments My Providers ~ Reporting Payer Spaces More Keyword Search Q Patient Regist Home > Select > Search Need Help? Watch a demo for Claim Status Claim Status Give Feedback Organization Payer ABC Clinic BCBSTX Medicaid STAR/CHIP PLUS HIPAA Standard Search by Member 😏 Search by Claim O Provider NPI @ Claim Number Select a Provider @ optional Select. 999999999999 99999999999999

#### Search Results 4)

After completing the Member ID search, users can view detailed claim status for a specific date of service by selecting the corresponding claim

Home > Select > Search	> Results			Need Help? Watch	a demo for Claim Stati
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Organization			Payer		
ABC Clinic		~	BCBSTX Medicaid STAR/CHIP	PLUS	~
Search by Member G	Search by Claim G	HIPAA Standard			
Select a Provider @ opt	Ional		Provider NPI @	Member ID	
Select		~	9999999999	999999999	
Service Dates ø					
04/14/2020	- 05/25/202	20			
					Submit
esults (Displaying 2 s of May 29, 2020 10:35 ransaction ID: 682c854	2 of 2) AM 6-5b33-410f-8d9f-427b	192b1fbe			
Status	Service Dates	Claim #	Member Name	Member ID	Billed Amount
FINALIZED 04/	14/2020 - 04/14/2020	999999999999	Doe, Jane	999999999	\$148.49
FINALIZED 05/	15/2020 - 05/15/2020	999999999999	Doe, Jane	999999999	\$135.57

### 5) Detailed Search Results

The following information is returned after the corresponding **claim** is selected and/or the **Claim Number search** is completed:

- Claim Number
- Received Date
- Processed Date
- Service Dates
- Claim Status
- Allowed Amount
- Billed Amount
- Paid Amount
- Coinsurance Amount

- Copay & Deductible Amounts
- Ineligible Amount
- Sequestration Amount
- Medicare Paid Amount
- Check Status & Check Number
- Check Amount & Check Date
- Payee Information
- Billing Provider Information
- Rendering Provider Information

- Line Item Breakdown:
  - Service Dates
  - Revenue / Procedure Code
  - Modifier
  - Quantity
  - Diagnosis
  - Ineligible Code & Amount
  - Allowed Amount
  - Paid Amount
  - Sequestration Amount
  - Copay, Coinsurance & Deductible

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# Quick Tip:

 $\rightarrow$  Select **Print this Page** at top or bottom of result page to print and/or save status.



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### **Transaction Tips**

#### How to avoid a "Claim Not Found" response:

- $\rightarrow$  The Type 2 Billing NPI must match the NPI submitted on claim.
- → The Service Dates entered must include the actual date(s) of service.
- $\rightarrow$  Claim Status is available for Service Dates of 1/1/2016 to current.

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- → All line items are not displayed on the Detail Search Results screen, click Next at bottom of the page. You may also change the number of lines displayed by using the Rows drop-down listing.
- → The check number is not present on a finalized claim (see below), please allow additional time. The system reflects check information based on the payment schedule of the provider.

# Payment Information Check Number Check Amount

 Check Amount
 14.92

 Check Date
 06/15/2020

Have questions or need additional education? Email the <u>Provider eBusiness Consultants</u>. Be sure to include your name, direct contact information & Tax ID or billing NPI.

By clicking this link, you will go to a new website/app ("site"). This new site may be offered by a vendor or an independent third party. The site may also contain non-Medicare related information. In addition, some sites may require you to agree to their terms of use and privacy policy.

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