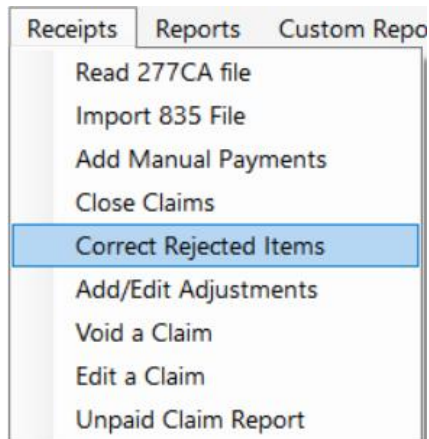


CORRECT REJECTED ITEMS:

NOTE: 835 files *must* be applied for rejected claims to appear in Correct Rejected Items.



Go to the Receipts tab and select Correct Rejected Items.

This will open up the Denials look up form where claims can be separated by NAME or ERROR CODE (HIPAA codes from the applied 835 file):

835 Denials

☒ By Name ☐ By Error Code

Search By Last Name

Code	Name	NumClaims	TotalDollars	MinDate	MaxDate
204	CASTILLO, THANH	1	45.92	4/10/2017	4/10/2017
128	DUONG, ODETE	3	168.48	1/11/2017	1/13/2017
197	FRANCO, MELANIE	70	4,023.74	1/6/2017	7/21/2017
130	GOMES, SANTA	17	1,170.96	1/3/2017	1/31/2017
140	NGUYEN, LUISA	1	370.37	4/15/2023	4/21/2023
1115	VELLON, CHRISTINE	2	1,273.16	5/8/2023	5/21/2023

☐ By Name☒ By Error Code

Search By Error Code

Code	NumClaims	TotalDollars	MinDate	MaxDate
109	2	1,273.16	5/8/2023	5/21/2023
197	1	370.37	4/15/2023	4/21/2023
204N130	87	5,194.70	1/3/2017	7/21/2017
2222	1	45.92	4/10/2017	4/10/2017
31N30	3	168.48	1/11/2017	1/13/2017

You are able to **Close** all claims if you select and highlight a line and choose the close button if claim is unbillable (these will no longer show on aging reports).

Code	Name	NumClaims	TotalDollars	MinDate	MaxDate
128	DUONG, ODETE	3	168.48	1/11/2017	1/13/2017
197	FRANCO, MELANIE	70	4,023.74	1/6/2017	7/21/2017
130	GOMES, SANTA	17	1,170.96	1/3/2017	1/31/2017
140	NGUYEN, LUISA	1	370.37	4/15/2023	4/21/2023
1115	VELLON, CHRISTINE	3	1,909.74	5/1/2023	5/21/2023

Confirm Delete

Are you sure you want to close all error claims for : VELLON, CHRISTINE?

Yes

No

Close

Edit

Cancel

Highlight a line and click on “Edit” and the details will appear:

The screenshot displays a software interface for managing denials. On the left, a panel titled "835 Denials" features two radio buttons: "By Name" (selected) and "By Error Code". Below these is a search field labeled "Search By Last Name". A table lists several denial entries with columns for Code, Name, and NumCla. The entry for Code 130, Name GOMES, SANTA, with NumCla 17 is highlighted in blue. At the bottom of this panel are "Close", "Edit", and "Cancel" buttons. The "Edit" button is highlighted with a blue border.

On the right, a larger panel titled "Select claims from the grid to edit" contains a detailed table of claim lines. The table has columns: Key, Name, FromDate, ToDate, ProcCode, Mod, ECode, and Contract. The first row is highlighted in blue, corresponding to the selected entry in the left panel.

Key	Name	FromDate	ToDate	ProcCode	Mod	ECode	Contract
130	GOMES, SANTA	1/3/2017	1/3/2017	H2014		204N130	MAMED999913
130	GOMES, SANTA	1/4/2017	1/4/2017	H2014		204N130	MAMED999913
130	GOMES, SANTA	1/6/2017	1/6/2017	H2014		204N130	MAMED999913
130	GOMES, SANTA	1/9/2017	1/9/2017	H2014		204N130	MAMED999913
130	GOMES, SANTA	1/10/2017	1/10/2017	H2014		204N130	MAMED999913
130	GOMES, SANTA	1/11/2017	1/11/2017	H2014		204N130	MAMED999913
130	GOMES, SANTA	1/13/2017	1/13/2017	H2014		204N130	MAMED999913
130	GOMES, SANTA	1/17/2017	1/17/2017	H2014		204N130	MAMED999913
130	GOMES, SANTA	1/18/2017	1/18/2017	H2014		204N130	MAMED999913
130	GOMES, SANTA	1/19/2017	1/19/2017	H2014		204N130	MAMED999913
130	GOMES, SANTA	1/20/2017	1/20/2017	H2014		204N130	MAMED999913
130	GOMES, SANTA	1/23/2017	1/23/2017	H2014		204N130	MAMED999913
130	GOMES, SANTA	1/24/2017	1/24/2017	H2014		204N130	MAMED999913
130	GOMES, SANTA	1/25/2017	1/25/2017	H2014		204N130	MAMED999913
130	GOMES, SANTA	1/27/2017	1/27/2017	H2014		204N130	MAMED999913
130	GOMES, SANTA	1/30/2017	1/30/2017	H2014		204N130	MAMED999913
130	GOMES, SANTA	1/31/2017	1/31/2017	H2014		204N130	MAMED999913

At the bottom of the right panel are "Close", "Edit", and "Cancel" buttons. The "Edit" button is highlighted with a blue border.

This is a listing of all claim lines which contain the error code or name you have chosen.

Select the line you would like to make your correction or change to, click on “Edit” and correct each line that you wish to rebill.

The Claim Form screen will come up where edits can be made:

Claim Form - Correct and Rebill

NAME 130 SANTA GOMES

PA #

ORP Name ORP Number

Med Num 100006010415 DOB 12/8/1971 Gender M

Diagnosis
Primary F71 MODERATE INTELLECTUAL DISABILITIES

Funding
Contract MAMED999913006100000 MassHealth - Remote
Proc Code

To delete a claim, hit DELETE key when in From Date Cancel

From Date	To Date	Proc Code	Proc Code Mod	Proc Desc	Units	\$ Billed
1/3/2017	1/3/2017	H2014		LOW NEED	24	68.88

Place of Service 11 E=electronic, P=paper, H= hold E Save

All necessary corrections can be made on this screen.

NOTE: Only the ORP info, DOS, modifier, units and diagnosis code can be changed

Once your changes have been made, click Save. You can safely cancel out of this page.

You will be able to print an edit report with your corrected claims. You can then run your submission file and proceed with billing upload as normal.