

## ***Claims Status Listing Reference Guide in the Availity Portal***

Availity\* is a web portal that is used by providers to securely access patient information such as eligibility, benefits, claim status, authorizations, and other proprietary information. You have quick and simple access to your submitted claims online using the *Claims Status Listing Application*.

Availity administrators and assistants, as well as anyone who has been assigned the *Claims Role* in Availity, can access the application. *Claims Status Listing* is on the *Application* tab in Availity.

### **Navigation**

You may access *Claims Status Listing* by visiting **Payer Spaces**. To access the *Payer Spaces* page, select **Payer Spaces**, located on the right side of the Availity Portal's top menu bar.

Choose your **Payer** from the *Payer Spaces* drop-down menu. This drop-down menu shows other payers for whom your organization is registered with Availity and shows the brand applicable to the state you select.

### **Role assignment**

For *Claims Status Listing*, you only need the *Claims Status* role assignment in Availity.

### **Using *Claims Status Listing***

Users enter the required fields based on the tax ID(s) that they are attached to in Availity. All fields are required, and the Tax ID and NPI must be associated with each other in the source system.

The date span a user can search is 30 days or less, and the dates can be up to two years in the past.

\* Availity, LLC is an independent company providing administrative support services on behalf of Amerigroup.

### Claims Status Listing

1 Search Claims
2 Search Results

Organization

Select an Organization

Tax ID Tax ID(s) populated in the below list are tied to the Organization selected.

Select a tax id

Express Entry

Search For a Provider

NPI

Date Of Service

Start Date:

Enter Start Date

End Date:

Enter End Date

Clear Search

A successful return will display a list of claims that meet the search criteria:

1 Search Claims
2 Search Results

Your Search Criteria: Transaction ID: /

NPI: 1000107157 Transaction Date: Oct 31 2017 10:03 AM

Date Of Service Range: 01/08/2016 - 01/13/2016

Claims List Results: View Results 20 per page

Claim Status	Member Name Subscriber ID	Claim ID	Date of Service	Pt. Acct Number	Billed Amount	Paid Amount	Process Date	Check/EFT #
Finalized	[REDACTED]	[REDACTED]	01/08/2016 - 01/08/2016	[REDACTED]	\$515.00	\$57.74	01/18/2016	[REDACTED]
Finalized	[REDACTED]	[REDACTED]	01/12/2016 - 01/13/2016	[REDACTED]	\$12,424.25	\$4,634.00	02/01/2016	[REDACTED]
Finalized	[REDACTED]	[REDACTED]	01/12/2016 - 01/12/2016	[REDACTED]	\$722.00	\$107.07	01/29/2016	[REDACTED]
Finalized	[REDACTED]	[REDACTED]	01/13/2016 - 01/13/2016	[REDACTED]	\$341.00	\$58.28	01/29/2016	[REDACTED]

Refine Search New Search

Selecting the **Finalized** link will show additional claim information.

1 Search Claims
2 Search Results

Your Search Criteria: Transaction ID: /  
 NPI: 1000000000 Transaction Date: Oct 31 2017 10:03 AM  
 Date Of Service Range: 01/08/2016 - 01/13/2016

Claims List Results: View Results 20 per page

Claim Status	Member Name Subscriber ID	Claim ID	Date of Service	Pl. Acct Number	Billed Amount	Paid Amount	Process Date	Check/EFT #
Finalized			01/08/2016 - 01/08/2016		\$515.00	\$57.74	01/18/2016	
Finalized			01/12/2016 - 01/13/2016		\$1			
Finalized			01/12/2016 - 01/12/2016					
Finalized			01/13/2016 - 01/13/2016					

Refine Search:

HIPAA Claims Status Category Code and Description

F1 Finalized/Payment-The claim/line has been paid.

HIPAA Claims Status Code and Description

107 Processed according to contract/plan provisions.