Navigating Birth to Three Fiscal Portal: Financial Escrow Checks Report

Escrow Checks report provides a summary level of escrow information with the option to view the detail level of the escrow summary information. When users select View Details link, the details of each record is displayed. The user can use this report to confirm escrow payment is accurate. Best practice is to be viewed monthly or as applicable.

5 Steps [View most recent version]

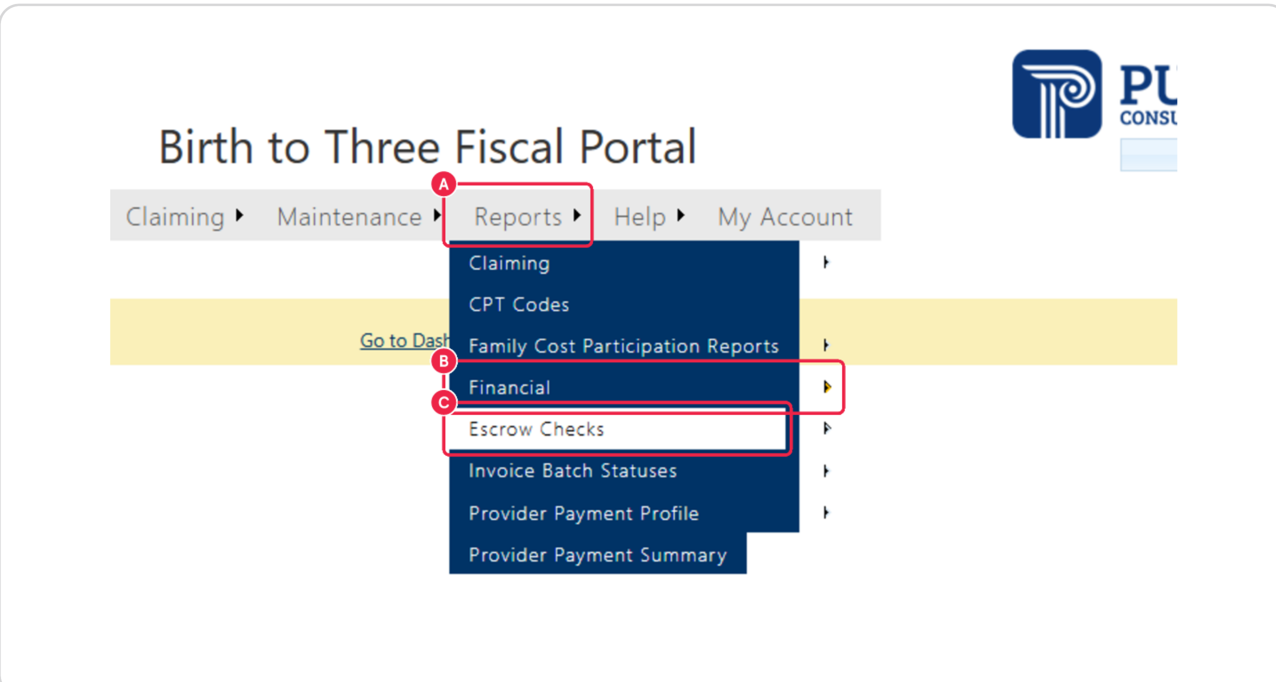
Created by	Creation Date	Last Updated
Shelbi Neely	Mar 28, 2025	Mar 28, 2025

STEP 1

A. Select Reports button
B. Scroll and select Financial button
C. Select Escrow Checks button

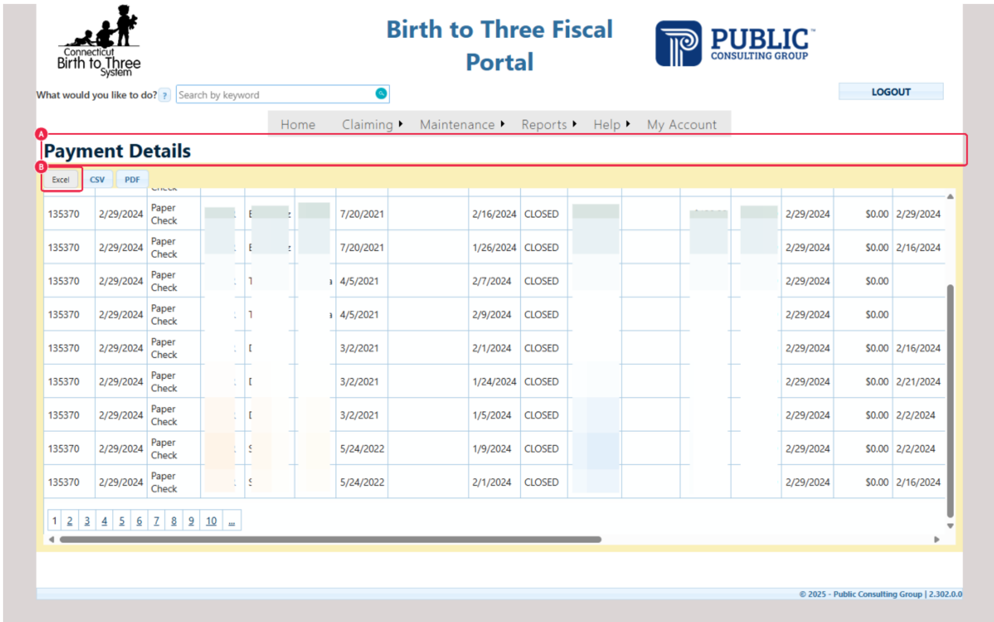
This report is typically looked at month-by-month due to the first of the month. EI Billing has a procedure to run all records that are going to be moved to Escrow and assigned to an ID number for that payment date and the payment amount for the client to pay that provider. It provides the number of claims and the amount to be paid out of Escrow for the number of records.

Providers can review what check amounts are going to be from Birth to Three for the total amount of claims.



STEP 2

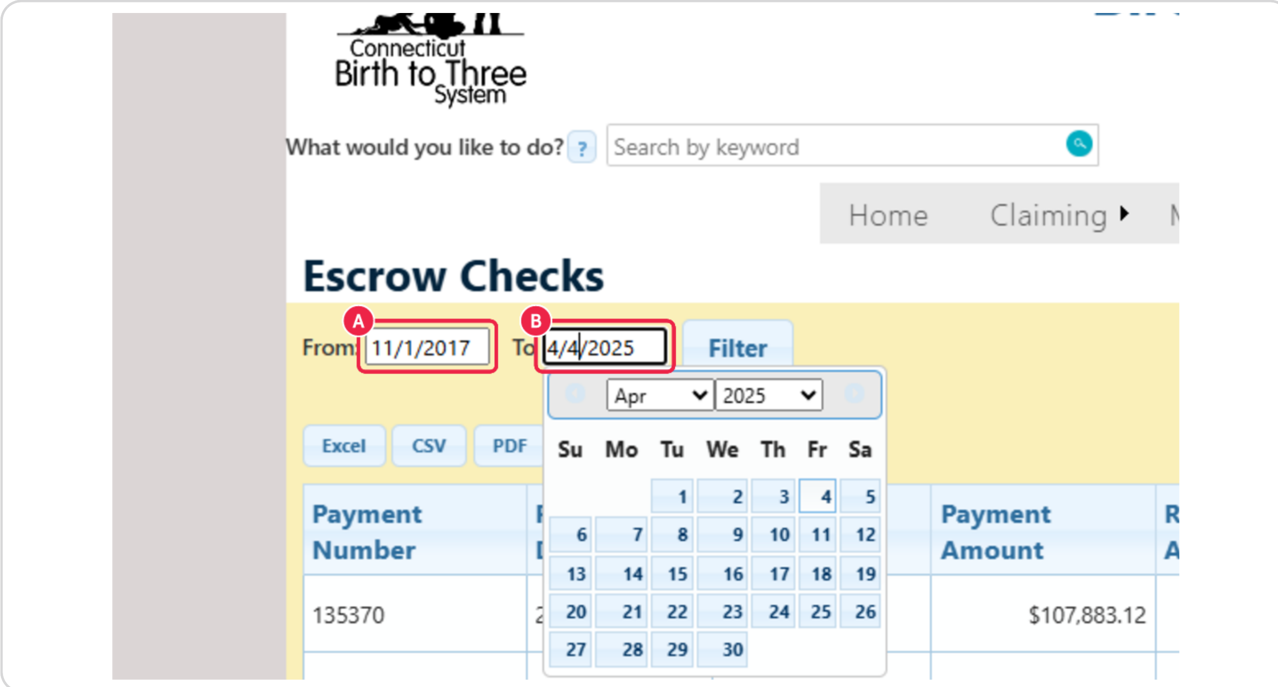
A. View the Payment Details for Escrow Checks
B. Select excel if you would like to export this sheet, save to your desktop and view in a different format to apply more filters.



STEP 3

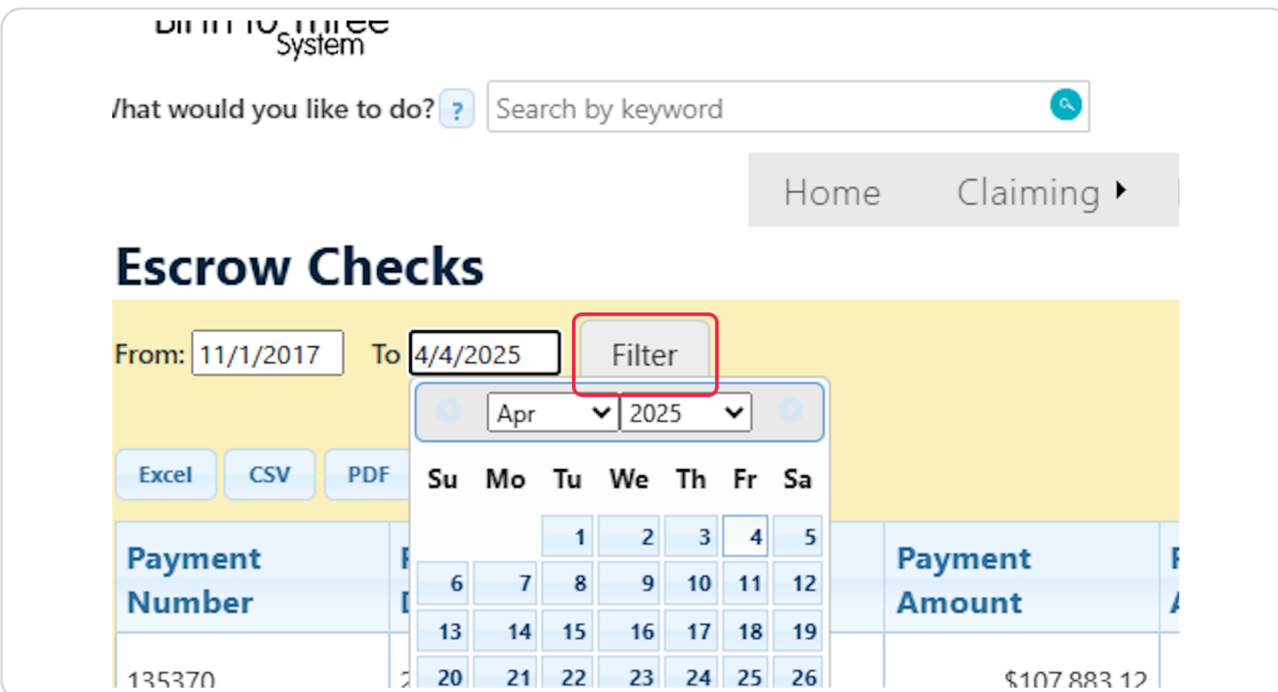
A. Click on From:
B. Click on To

You can also filter within certain time periods. Select the date periods for the Escrow Checks you would like to view.



STEP 4

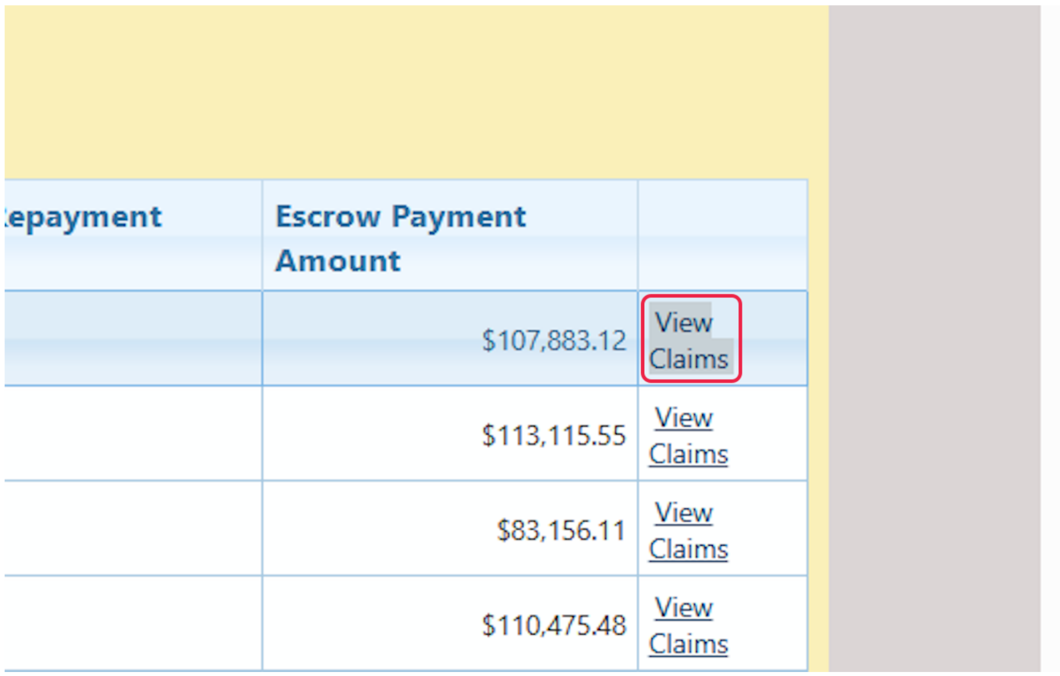
Select the Filter button to view.



STEP 5

Click on View Claims

The provider user can go in and look into each claim record to see what was included in that escrow payment and check record. For each claim record they can look at billing history, if insurance or Medicaid paid anything, and the total claim amount.



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