Navigating the Birth to Three Portal: Medicaid Claim Batch Details

Users may utilize this report to get a summary list of claims and billed amounts that were submitted to Medicaid in a 837 batch file. Users can drill into the details of the report to view which child, date of service and billed amount was included in the batch. This is a good indicator report to ensure that claims are getting added to a Medicaid file and billed to Medicaid. Best practice is for this report to be viewed bimonthly to at least monthly.

4 Steps <u>View most recent version</u>

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A. Log in to your account on the Portal

B. Click on Reports

C. Click on Medicaid





STEP 2

Select Reports, Select Medicaid, Select Medicaid Claim Batches



STEP 3

A. Click on Medicaid Claim Batches

B. Click on Details

This report is helpful to see an actual count of claims that were included in a batch that was billed on a particular batch date. If providers track payment cycles with how Medicaid pays, providers can see how many claims were submitted to Medicaid in that payment or billing cycle and what to expect in the total amount of claims billed or rough estimate of what they should be paid based on the bill amount.





STEP 4

Click on Medicaid Claim Batch Details to see more information

Providers can see details of what was included in specific batches. It can't be sorted within the Portal, but it can be exported to Excel for easier manipulation.





