

New York Department of Health Bureau of Early Intervention State Fiscal Agent



EIBilling Update: Insurance Remittance Data Report



Insurance Remittance Data Report



This tutorial is designed to walk you through the new report available in EIBilling: ***Insurance Remittance Data Report.***

This report provides new and enhanced functionality for providers and allows providers greater capability for specific Remittance Data.

Providers will be able to quickly retrieve, sort, and export relevant data to efficiently review their Insurance Remittance Data in the EIBilling Portal.





EI BILLING PORTAL



[LOGOUT](#)

Home KIDS Billing ▶ Claiming ▶ Maintenance ▶ Reports ▶ Help ▶ Account ▶

6/10/2014 : Welcome to EI Billing

Claiming and Billing Issues Alerts

This box will provide timely alerts as needed.

Claiming Problems

- 🔔 Insurance Claims Need Attention [[Details](#)]
- 🔔 Pending Medicaid Claims [[Details](#)]

KIDS Billing

Status	Number of Claims	Amount	
Waiting for you to submit to [redacted]	1	\$65.00	View
Waiting for you to submit to [redacted]	12	\$4,030.00	View
Waiting for you to submit to [redacted]	1	\$100.00	View
Waiting for [redacted] to process	2	\$150.00	View
Waiting for [redacted] to process	3	\$421.00	View
Waiting for [redacted] to process	1	\$777.00	View
Waiting for [redacted] to process	15	\$1,615.00	View

In-Process Claims Status

Source	County	Status	# Claims	Amount
NYEIS	[redacted]	INSURANCE	7	\$448.00
NYEIS	[redacted]	MEDICAID	3	\$141.00
NYEIS	[redacted]	INSURANCE	15	\$960.00

Payment Profile

	Submitted	Paid	Pending
Insurance	N/A		\$1.00
Medicaid	N/A		\$141.00
Escrow	N/A		\$25,574.00

Insurance Remittance Data Report



You can find the Insurance Remittance Data Report under 'Reports'.

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futures

EI BILLING PORTAL

PUBLIC CONSULTING GROUP
LOGOUT

Home KIDS Billing ▶ Claiming ▶ Maintenance ▶ **Reports** ▶ Help ▶ Account ▶

6/10/2014 : Welcome to EI Billing

Claiming and Billing Issues Alerts

This box will provide timely alerts as needed.

Claiming Problems

- Insurance Claims Need Attention [[Details](#)]
- Pending Medicaid Claims [[Details](#)]

Insurance Remittance Data Report



Under the 'Reports' tab,
Click on the 14th option down:
Insurance Remittance Data

Note: To reset your
Insurance Remittance Data
Report search form at any time,
simply follow these steps again.

early intervention *shaping futures*

EI BILLING PORTAL

6/10/2014 : Welcome to EI Billing

Home KIDS Billing ▶ Claiming ▶ Maintenance ▶ Reports ▶ Help ▶ Account ▶

CLAIMING AND BILLING ISSUES ALERTS
This box will provide timely alerts as needed.

CLAIMING PROBLEMS

- Insurance Claims Need Attention [Details]
- Pending Medicaid Claims [Details]

KIDS BILLING

Status	Number of Claims	View
Waiting for you to submit to [redacted]	1	View
Waiting for you to submit to [redacted]	12	View
Waiting for you to submit to [redacted]	1	View
Waiting for [redacted] to process	2	View
Waiting for [redacted] to process	3	View
Waiting for [redacted] to process	1	View
Waiting for [redacted] to process	15	View

IN-PROCESS CLAIMS STATUS

REPORTS MENU:

- Child Lookup
- Claim Lookup
- Claims Awaiting EOBs
- Claims In Progress
- Claim Research
- Claim Status
- County Fiscal/Residence Differences
- CPT Codes
- EOB Audit Status
- Escrow Checks
- File Uploads
- ICD9 Codes
- Insurance 835 Remittance Details
- Insurance Remittance Data**
- Invalid Licensed Professional Data
- Invalid NPI Numbers
- Invoice Batch Statuses
- Medicaid
- Posted EOBs
- Provider Payment Profile
- Safety Net Payment

Insurance Remittance Data Report



 **EI BILLING PORTAL** 

Home KIDS Billing ▶ Claiming ▶ Maintenance ▶ Reports ▶ Help ▶ Account

Insurance Remittance Data

Payer: Check Number: Provider Invoice:

Child Last Name: Child First Name: Authorization: NYEIS Reference #:

Service From: Service To: Posted From: To:

You will see this screen.

There are now several ways to search for Remittance Data:

- Payer
- Check Number
- Provider Invoice
- Child Last Name
- Child First Name
- Authorization
- NYEIS Reference #
- Service From*
- To*
- Posted From*
- To*

When searching Service/Posted From or To, you do NOT have to enter both dates. One or the other is fine.

Search by Payer



Insurance Remittance Data

Payer: Check Number: Provider Invoice:
Child Last Name: Child First Name: Authorization: NYEIS Reference #:
Service From: Service To: Posted From: To:

You can search by Payer.

NOTE: When searching by Payer, it is best practice to use the name of the insurance that is shown in EIBilling. Use the insurance information from either 'Child Lookup' or 'Claims in Progress'.

In our example, we will use a less specific name so you can see the results from less specific search criteria.

Search by Payer Results



Insurance Remittance Data

Payer: Check Number: Provider Invoice:
Child Last Name: Child First Name: Authorization: NYEIS Reference #:
Service From: Service To: Posted From: To:

Notice that a less specific search for 'Empire' shows results for BOTH Empire (UNITED) and Empire Blue Cross/Blue Shield.

Remittance Type	Child	Service Date	Authorization Number	Amount Billed	Amount Paid	Provider Invoice #	EI Data Source	Patient Account Number	Check Number	Check Date	Posted Date	Payer	CAR Group Code	CAR Code	Remark Code	Pos Num
EOB Entry	<u>Name, Male</u>	8/5/2013	00123456	\$73.00	\$25.50	AB1234	KIDS	987654			10/28/2013	EMPIRE (UNITED)				890
EOB Entry	[REDACTED]	9/5/2013	[REDACTED]	\$24.33		[REDACTED]	NYEIS	[REDACTED]			11/25/2013	Empire Blue Cross/Blue Shield				YLL
EOB Entry	[REDACTED]	9/26/2013	[REDACTED]	\$48.67		[REDACTED]	NYEIS	[REDACTED]			11/25/2013	Empire Blue Cross/Blue Shield				YLL
EOB Entry	[REDACTED]	9/9/2013	[REDACTED]	\$48.67		[REDACTED]	NYEIS	[REDACTED]			11/25/2013	Empire Blue Cross/Blue Shield				YLL

Search by Payer Results



Insurance Remittance Data

Payer: Check Number: Provider Invoice:
 Child Last Name: Child First Name: Authorization: NYEIS Reference #:
 Service From: Service To: Posted From: To:

Remittance Type	Child	Service Date	Authorization Number	Amount Billed	Amount Paid	Provider Invoice #	EI Data Source	Patient Account Number	Check Number	Check Date	Posted Date	Payer	CAR Group Code	CAR Code	Remark Code	Pos Nu
EOB Entry	Name, Male	8/5/2013	00123456	\$73.00	\$25.50	AB1234	KIDS	987654			10/28/2013	EMPIRE (UNITED)				890
EOB Entry		9/5/2013		\$24.33			NYEIS				11/25/2013	Empire Blue Cross/Blue Shield				YLD
EOB Entry											11/25/2013	Empire Blue Cross/Blue Shield				
EOB Entry											11/25/2013	Empire Blue Cross/Blue Shield	835 Detail			

When you search by Payer, you will see a list of all your Remittance Data by that specific Payer.

The most helpful columns on this screen are:

- Remittance Type: Tells you where the data originated from
- Provider Invoice #: The invoice you will find the data
- Posted Date: The date the Remittance was posted

Remittance Type ▲	Child	Service Date	Authorization Number	Amount Billed	Amount Paid	Provider Invoice #
		4/8/2013		\$48.00	\$0.00	

All columns are SORTABLE.

- If you click on the heading, it will sort in either ascending or descending order.
- You will see an arrow pointing either up or down.

Remittance Type ▼	Child	Service Date	Authorization Number	Amount Billed	Amount Paid	Provider Invoice #
ERA		5/22/2013		\$28.00	\$8.50	

Remittance Types



There are 4 Remittance Types you will see listed.

Remittance Type	
EOB Entry	Represents payments and adjustments posted by the Providers or SFA
EOB Adjustment	Represents payments and adjustments posted by the Providers or SFA
ERA	Represents payments posted through the Electronic Remit auto posting process (Excel files received from Payers)
835 Detail	Represents payments posted through 835s received by the SFA

Click-able Links



Insurance Remittance Data

Payer: Check Number: Provider Invoice:

Child Last Name: Child First Name: Authorization: NYEIS Reference #:

Service From: Service To: Posted From: To: [Retrieve](#)

Remittance Type	Child	Service Date	Authorization Number	Amount Billed	Amount Paid	Provider Invoice #	EI Data Source	Patient Account Number	Check Number	Check Date	Posted Date	Payer	CAR Group Code	CAR Code	Remark Code	Policy Number
EOB Entry	Name Male	8/5/2013	00123456	\$73.00	\$25.50	AB1234	KIDS	987654			10/28/2013	EMPIRE (UNITED)				8901234567
EOB Entry	[REDACTED]	9/5/2013	[REDACTED]	\$24.33		[REDACTED]	NYEIS	[REDACTED]			11/25/2013	Empire Blue Cross/Blue Shield				YLD123456789
EOB Entry	[REDACTED]	9/26/2013	[REDACTED]	\$48.67		[REDACTED]	NYEIS	[REDACTED]			11/25/2013	Empire Blue Cross/Blue Shield				YLD123456789
EOB Entry	[REDACTED]	9/9/2013	[REDACTED]	\$48.67		[REDACTED]	NYEIS	[REDACTED]			11/25/2013	Empire Blue Cross/Blue Shield				YLD123456789

Policy Number
[REDACTED] Billing History
[REDACTED] Billing History
[REDACTED] Billing History

There are 3 columns that include links you can click on to find more information.

Child's Name Link



Details for Male Name

Child Info Services Insurance Policies Medicaid Eligibility Claims

Last Name: [Name] First Name: [Male] MI: [] DOB: 1/01/0000 CIN: [] CIN Confirmed: []
 AKA Last Name: [] AKA First Name: [] Sex: [M] Race: [] Origin: [] EC Ref Date: [] Mom Name: []
 Mom DOB: [] Number: [] PO Box: [] Street: [] Apartment: [] Phone1: [] Phone2: []
 Address1: 123 Anywhere Street Address2: [] City: [] State: [] Zip: 11111
 Eligibility Inquiry Sent: NYEIS Child Reference Number: 123456 Data Source: NYEIS

This report is for COMMERCIAL INSURANCE ONLY-
No MEDICAID tab available.

Details for Male Name

Child Info Services Insurance Policies **Medicaid Eligibility** Claims

EI Data Source	Service Type	Service Method	Service Category	Authorization #	From Date	To Date	County	Rendering Provider	Authorized Provider
NYEIS	Spec Instruct	Indiv/Home	General Service	[]	03/24/2	05/10/2	[]	[]	[]
NYEIS	Physical Thr	Indiv/Home							

Notice there are links you can click.

Details for Male Name

Child Info Services Insurance Policies Medicaid Eligibility Claims

Insurance Policies

EI Data Source	Insurance Company	Group #	Policy #	Member ID	Subject To NYS Law	Parent Consent To Bill	From Date	To Date	Policy Holder	Policy Holder DOB	Relation To Insured	Stop Use	Added Date
NYEIS	Empire Blue Cross/Blue Shield	[]	AAA12345678	[]	<input checked="" type="checkbox"/>	<input type="checkbox"/>	04/03/2	[]	[]	06/09/	Mother	<input type="checkbox"/>	06/11/2013

Medicaid Info
No medicaid info for this child

There is further search criteria you can use.

Details for Male Name

Child Info Services Insurance Policies **Medicaid Eligibility** Claims

Status: All From: [] To: [] Auth #: [] Service Type: [] Service Category: [] Filter

Current Status	Date Of Service	Authorization Number	County Of Residence	Insurance Denial Code	Insurance Denial Source	Medicaid Denial Code	Medicaid Denial Source	Insurance Paid	Medicaid Paid	Escrow Paid	Service Type	Service Category
CLOSED	04/30/2014	[]	[]	[]	[]	[]	[]	[]	[]	\$73.00	Spec Instruct	General Service



Provider Invoice # Link



Invoice Batch Details

Child	DOB	CIN	Amount Billed	Current Status	Insurance Paid	Medicaid Paid	Escrow Paid	Service Date	Service Type	Service Category	Insurance Denial Code	Medicaid Denial
[REDACTED]	12/18/[REDACTED]	[REDACTED]	\$56.00	CLOSED	\$0.00	\$56.00	\$0.00	06/03/[REDACTED]	Physical Thr	General Service		

Invoice #
[REDACTED]
Billing History

Once again, all columns are SORTABLE, however you will not see the arrow like on the Remittance Type column.

If you scroll to the right, you can access the 'Billing History' link.

Billing History Link



Billing History													
Child Name, Male	DOB	CIN	EI Data Source										
	1/01/0000		KIDS										
Therapist Name, Therapist	NPI												
	9876543210												
Authorization Number	From Date	To Date	Service Category	Service Type									
00123456	3/17/2013	8/21/2013	General Service	Speech/Lang									
Procedure Code	Invoice Number	Service Date	Current Status										
5471	AB1234	6/6/	CLOSED										
Payment Source	Status	Billed Electronically?	Date Billed	Response Date	Amount Billed	Amount Paid	Check Number	Check Date	CPT Code	ICD9 Diagnosis Code	Denial Code	Denial Source	e277 Information
EMPIRE (UNITED)	DENIED	Yes	07/23/2	08/29/2	\$56.00	\$0.00			92507	315.9	PI-B13	EOB	A1:19:-
Escrow	CLOSED			08/29/2	\$56.00	\$56.00	45656	09/06/2013	92507	315.9			::-

Once again, all columns are SORTABLE, however you will not see the arrow like on the Remittance Type column.

If you scroll to the right, you can access the following information.

e277 Claim Reference Number	835 Status	835 CAR Group Code	835 CAR Code	835 Remark Code	835 Cycle	835 Action	Insurance Company	Policy #	Member ID
	DENIED	PI	B13			DENY	EMPIRE (UNITED)	123456789	

Search by Check Number



You can search by Check Number.

Note: If it contains letters, it is not Case-Sensitive.

The screenshot shows the 'EI BILLING PORTAL' interface. In the top left corner is the 'early intervention' logo with a yellow star and the text 'shaping futures'. In the top right corner is the 'PUBLIC CONSULTING GROUP' logo and a 'LOGOUT' button. A navigation menu below the logo contains the following items: Home, KIDS Billing, Claiming, Maintenance, Reports, Help, and Account. The main heading is 'Insurance Remittance Data'. Below this heading is a search form with the following fields: Payer, Check Number (circled in red and containing 'XYZ12345'), Provider Invoice, Child Last Name, Child First Name, Authorization, NYEIS Reference #, Service From, Service To, Posted From, and To. A 'Retrieve' button is located at the bottom right of the form.

Search by Provider Invoice



You can search by Provider Invoice.

Note: If it contains letters, it is not Case-Sensitive.

 **EI BILLING PORTAL** 

Home KIDS Billing ▶ Claiming ▶ Maintenance ▶ Reports ▶ Help ▶ Account ▶

Insurance Remittance Data

Payer: Check Number: **Provider Invoice:**

Child Last Name: Child First Name: Authorization: NYEIS Reference #:

Service From: Service To: Posted From: To: [Retrieve](#)

Search by Child's Name



You can search by the child's First OR Last name, or both.

Note: It is not Case-Sensitive.

 **EI BILLING PORTAL** 

Home KIDS Billing ▶ Claiming ▶ Maintenance ▶ Reports ▶ Help ▶ Account ▶

Insurance Remittance Data

Payer: Check Number: Provider Invoice:

Child Last Name: Name **Child First Name: Male** Authorization: NYEIS Reference #:

Service From: Service To: Posted From: To: [Retrieve](#)

Search by Authorization



You can search by Authorization Number.

Note: If it contains letters, it is not Case-Sensitive.

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PUBLIC CONSULTING GROUP
LOGOUT

Home KIDS Billing ▶ Claiming ▶ Maintenance ▶ Reports ▶ Help ▶ Account ▶

Insurance Remittance Data

Payer: Check Number: Provider Invoice:

Child Last Name: Child First Name: Authorization: IYEIS Reference #:

Service From: Service To: Posted From: To: [Retrieve](#)

Search by NYEIS Reference



You can search by NYEIS Reference #.

Note: If it contains letters, it is not Case-Sensitive.

The screenshot shows the 'EI BILLING PORTAL' interface. In the top left corner is the 'early intervention' logo with a yellow star and the text 'shaping futures'. In the top right corner is the 'PUBLIC CONSULTING GROUP' logo with three classical columns and a 'LOGOUT' button. A navigation menu below the logo contains the following items: Home, KIDS Billing, Claiming, Maintenance, Reports, Help, and Account. The main heading is 'Insurance Remittance Data'. Below this heading is a search form with several input fields: Payer, Check Number, Provider Invoice, Child Last Name, Child First Name, Authorization, NYEIS Reference #, Service From, Service To, Posted From, and To. The 'NYEIS Reference #' field contains the value '123456' and is circled in red. A blue 'Retrieve' button is located at the bottom right of the form area.

Search by Date



Insurance Remittance Data

Payer: Check Number: Provider Invoice:
Child Last Name: Child First Name: Authorization: NYEIS Reference #:
Service From: Service To: Posted From: To:

Oct 2013

Su	Mo	Tu	We	Th	Fr	Sa
		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30	31		

When searching Service/Posted From or To date, you do NOT have to enter BOTH the 'From' and 'To' dates. One or the other is fine.

Insurance Remittance Data

Payer: Check Number: Provider Invoice:
Child Last Name: Child First Name: Authorization: NYEIS Reference #:
Service From: Service To: Posted From: To:

Oct 2013

Su	Mo	Tu	We	Th	Fr	Sa
		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30	31		

You can search by:

- Service From
- To
- Posted From
- To

All Search Options Bring You to...



The Search Results Screen!

This screen will show the **SPECIFIC DATA** for the **SPECIFIC SEARCH CRITERIA** you selected.

You have access to the 'Child Name' link and the 'Provider Invoice #' link.

Once again, all columns are **SORTABLE**, however you will not see the arrow like on the Remittance Type column.

Insurance Remittance Data

Payer: Check Number: Provider Invoice:

Child Last Name: Child First Name: Authorization: NYEIS Reference #:

Service From: Service To: Posted From: To:

Remittance Type	Child	Service Date	Authorization Number	Amount Billed	Amount Paid	Provider Invoice #	EI Data Source	Patient Account Number	Check Number	Check Date	Posted Date	Payer	CAR Group Code	CAR Code	Remark Code	Pos Num
EOB Entry	Name, Male	8/5/2013	00123456	\$73.00	\$25.50	AB1234	KIDS	987654			10/28/2013	EMPIRE (UNITED)				890
EOB Entry		9/5/2013		\$24.33			NYEIS				11/25/2013	Empire Blue Cross/Blue Shield				YLD
EOB Entry		9/26/2013		\$48.67			NYEIS				11/25/2013	Empire Blue Cross/Blue Shield				YLD
EOB Entry		9/9/2013		\$48.67			NYEIS				11/25/2013	Empire Blue Cross/Blue Shield				YLD

Export to Excel



Files can be exported to Excel by clicking this button.

Insurance Remittance Data

Payer: Check Number:

Child Last Name: Child First Name:

Service From: Service To: Post:

Remittance Type	Child	Service Date	Authorization Number
EOB Entry		8/14/	
EOB Entry		8/12/	
EOB Entry		8/12/	
EOB Entry		8/7/	
EOB Entry		8/22/	
EOB Entry		8/22/	
EOB Entry		8/27/	
EOB Entry		8/15/	
EOB Entry		8/15/	
EOB Entry		4/19/	
EOB Entry		5/8/	
EOB Entry		5/8/	
EOB Entry		5/15/	
EOB Entry		8/12/	
EOB Entry		8/12/	

Choose to either 'Open' or 'Save' your file.

Do you want to open or save InsuranceRemittances.xls (2.00 MB) from eibilling.com?

Open

Save

Cancel



Export to Excel



InsuranceRemittances [Protected View] - Excel

FILE HOME INSERT PAGE LAYOUT FORMULAS DATA REVIEW VIEW

PROTECTED VIEW Be careful—files from the Internet can contain viruses. Unless you need to edit, it's safer to stay in Protected View.

A1 : Remittance Type

	A	B	C	D	E	F	G	H	I	J	K	L	M	N	O	P	Q	R
1	Remittance Type	Child Name	Service Date	Authorization	Amount Billed	Amount Paid	Provider Name	El Data Sc	Patient Ac	Check Nur	Check Dat	Posted Date	Payer	CAR Group	CAR Code	Remark C	Policy Number	
2	EOB Entry		3/5/21		\$24.33	\$0.00						10/14/2013	The Cigna					
3	EOB Entry		3/5/21		\$24.33	\$0.00						10/14/2013	The Cigna					
4	EOB Entry		3/26/21		\$24.34	\$0.00						10/14/2013	The Cigna					
5	EOB Entry		3/26/21		\$24.33	\$0.00						10/14/2013	The Cigna					
6	EOB Entry		3/26/21		\$24.33	\$0.00						10/14/2013	The Cigna					
7	EOB Entry		3/27/21		\$24.34	\$0.00						10/14/2013	The Cigna					
8	EOB Entry		7/31/21		\$28.00	\$0.00						10/14/2013	HIP (HMO)					
9	EOB Entry		7/31/21		\$28.00	\$0.00						10/14/2013	HIP (HMO)					
10	EOB Entry		8/14/21		\$36.50	\$0.00						10/21/2013	Aetna					
11	EOB Entry		8/12/21		\$36.50	\$0.00						10/21/2013	Aetna					
12	EOB Entry		8/12/21		\$36.50	\$0.00						10/21/2013	Aetna					
13	EOB Entry		8/7/21		\$36.50	\$0.00						10/21/2013	Aetna					
14	EOB Entry		8/22/21		\$36.50	\$0.00						10/21/2013	Aetna					
15	EOB Entry		8/22/21		\$36.50	\$0.00						10/21/2013	Aetna					
16	EOB Entry		8/27/21		\$36.50	\$0.00						10/21/2013	Aetna					
17	EOB Entry		8/15/21		\$36.50	\$0.00						10/21/2013	Aetna					
18	EOB Entry		8/15/21		\$36.50	\$0.00						10/21/2013	Aetna					
19	EOB Entry		4/19/21		\$48.67	\$0.00						10/21/2013	United/Oxf					
20	EOB Entry		5/8/21		\$48.67	\$0.00						10/21/2013	United/Oxf					
21	EOB Entry		5/8/21		\$24.33	\$0.00						10/21/2013	United/Oxf					
22	EOB Entry		5/15/21		\$24.33	\$0.00						10/21/2013	United/Oxf					

After choosing 'Open' or 'Save', your Excel Spreadsheet will open.

Note: Even though columns are SORTABLE, they will be EXPORTED based on the first column, 'Remittance Type'.

Export to Excel



EI BILLING PORTAL



LOGOUT

Home KIDS Billing ▶ Claiming ▶ Maintenance ▶ Reports ▶ Help ▶ Account ▶

Insurance Remittance Data

Payer: Check Number: Provider Invoice:
Child Last Name: Child First Name: Authorization: NYEIS Reference #:
Service From: Service To: Posted From: To:

The Insurance Remittance Data Report will:

- Provide new and enhanced functionality for Providers.
- Allow Providers greater search capability for specific Remittance Data.
- Providers will be able to quickly retrieve, sort, and export relevant data to efficiently review their Insurance Remittance Data in the EIBilling Portal.

*For further Assistance, please contact
the Customer Service Center at:
1-866-315-3747*

*Or email the Training Team at:
nyeitraining@pcgus.com*





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