Payment Applications Claims Paid Report

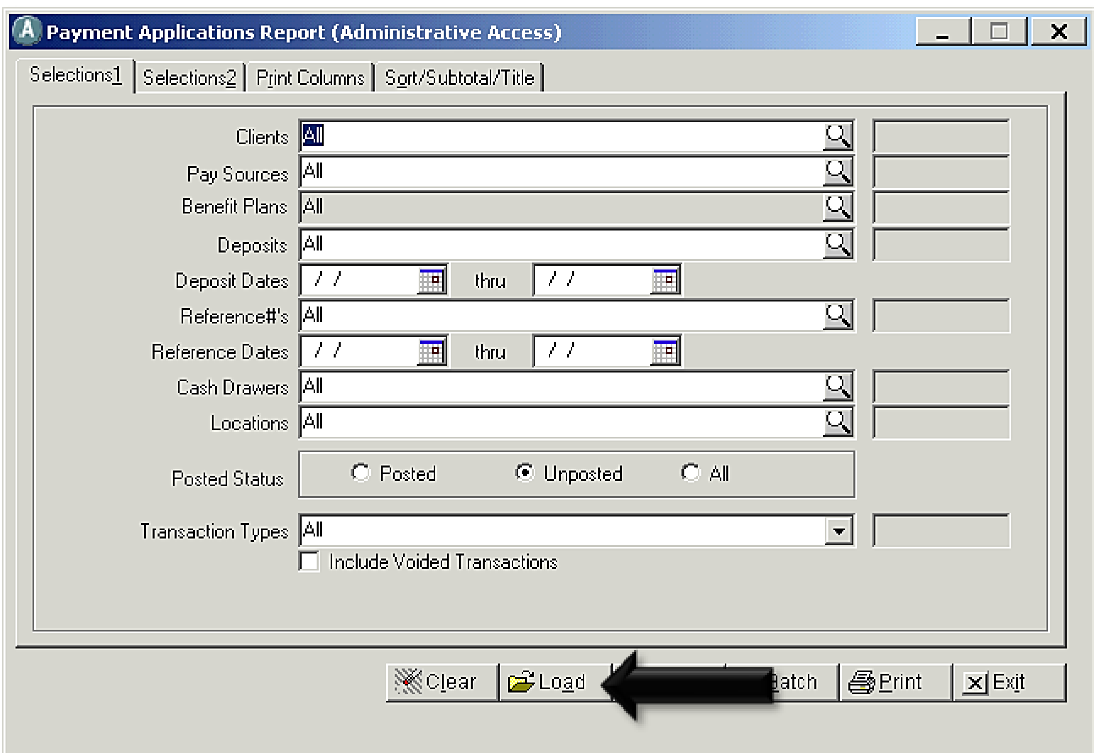
The "Payment Applications Claims Paid Report" was designed to assist programs in identifying paid claims by determining the status of payments posted against services. This report has the following fields: Client Case #, Client Name, Service Unit ID, Service SubUnit ID, Service Form #, Service Date, Service Code, Pay Source, Benefit Plan ID, Posted Status, Line #, Payment Amount, Allowed Amount, Adjusted Amount, and Service Balance (if applicable). Additionally, please keep in mind this report may take considerable time to run depending on the reporting timeframe(s).

To Initiate The Report:

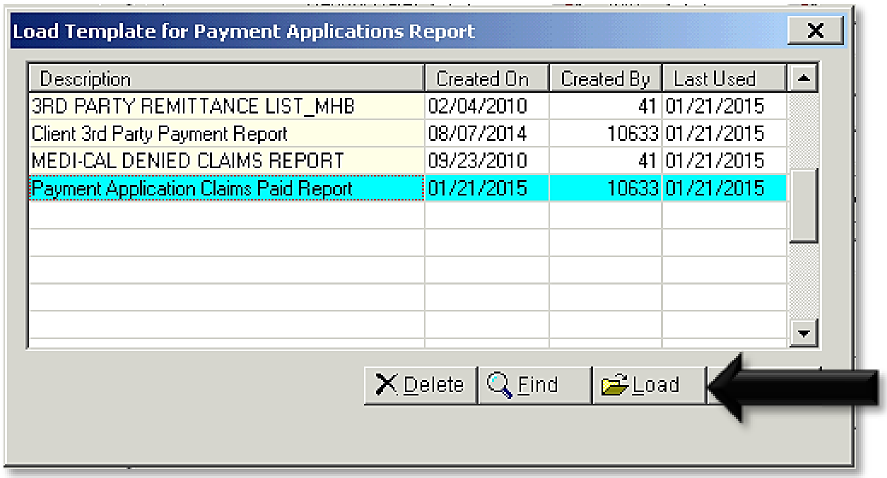
- Launch the following menus, "Client Financial Information" -> "Client 3rd Party Coverages Menu" -> "Client 3rd Party Coverages Report" -> "Payment Applications Report."

Loading the Template:

- When the "Payment Application Report" window launches, click on the "Load" icon (illustrated below).



- The template window will open, select "Payment Application Claims Paid Report" and click "Load" again.



Selection2 Tab:

- On the “Selection2” tab, enter the desired Unit(s), and or SubUnit(s).
- Enter the desired “Service Dates” for reporting.
- Click the “Print” icon to run the report.