
Client Center Reports

APPLICATION MANUAL

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Meridian Medical Management
P.O. Box 101
Windsor, CT 06095

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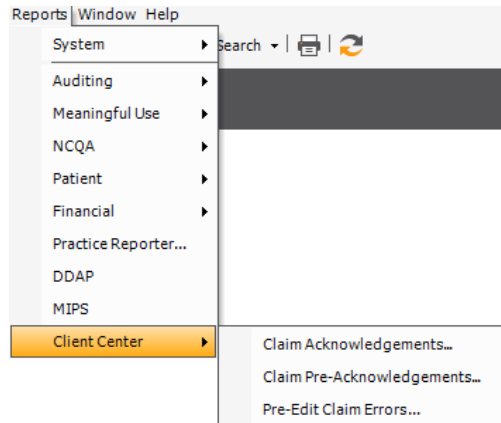
Client Center Reports

Client Center Reports are reports from within VertexDr that can be run to check claim acknowledgements, pre-claim acknowledgements, and pre-edit claim errors.

Please note that additional set up is required by a VertexDr representative prior to using the Client Center Reports features.

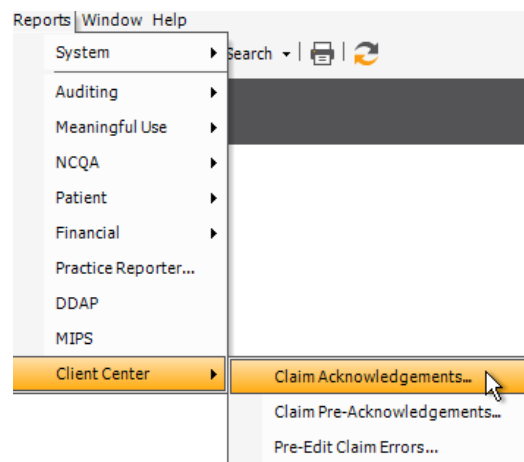
Client Center Reports

Client Center reports can be accessed by selecting **Reports/ Client Center**.



Claim Acknowledgements

Users can check Claims Acknowledgements by selecting **Reports/ Client Center/ Claim Acknowledgements**.



- Enter a date range and if preferred, click checkbox next to **Errors Only** to display only errors.
- Once date and error filters have been specified, click on **View Filtered Results** button.

VertexDr Claim Acknowledgements Report Setup

Claim Acknowledgements Report Setup
Use this form to set the criteria for the claim acknowledgements report.

Report Criteria

Download Start Date: 04/11/2017

Download End Date: 04/18/2017

Errors Only

View Filtered Results

Client Center ID	File Sub Type	CreateDate
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OK Cancel

- Results will display in grid.
- Highlight one or multiple records as preferred and click **OK** button to view the report.

VertexDr Claim Acknowledgements Report Setup

Claim Acknowledgements Report Setup
Use this form to set the criteria for the claim acknowledgements report.

Report Criteria

Download Start Date: 04/11/2017

Download End Date: 04/18/2017

Errors Only

View Filtered Results

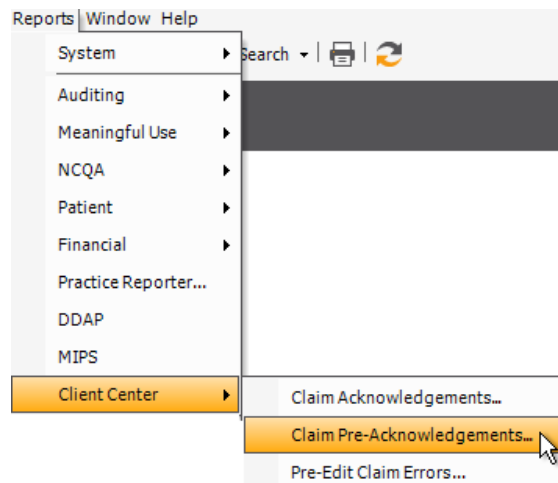
Client Center ID	File Sub Type	CreateDate
1	Real Med	04/14/2017
2	Real Med	04/14/2017
3	Anthem New Hampshire	04/14/2017
4	DME Region A	04/14/2017
5	Medicare CT/NY	04/14/2017
6	Real Med	04/14/2017
7	Anthem New Hampshire	04/14/2017
8	Anthem New Hampshire	04/14/2017
9	Real Med	04/14/2017
10	Real Med	04/14/2017
11	Real Med	04/14/2017

OK Cancel

Account	Membership	Charges	Patient Name	Service Date	Status Date	Insurance
730002678801				12/12/2016	1/10/2017	
Status Code: 19 Entity acknowledges receipt of claim/encounter. Status Category Code: A1 Acknowledgement Receipt - The claim encounter has been received. This does not mean that the claim has been accepted for adjudication. *HCPCS Code: POSTO Mod1: Amount: 0 Units: 1 Status Code: 507 HCPCS Status Category Code: A7 Acknowledgement Rejected for Invalid Information - The claim encounter has invalid information as specified in the Status details and has been rejected.						
730002207401	97043316601			1/2/2017	1/10/2017	
Status Code: 17 Claim/encounter has been forwarded by third party entity to entity. Status Category Code: A0 Acknowledgement Forwarded - The claim encounter has been forwarded to another entity. *HCPCS Code: POSTO Mod1: Amount: 0 Units: 1 Status Code: 507 HCPCS Status Category Code: A7 Acknowledgement Rejected for Invalid Information - The claim encounter has invalid information as specified in the Status details and has been rejected.						

Claim Pre-Acknowledgements

Users can check Pre-Acknowledgements by selecting **Reports/ Client Center/ Claim Acknowledgements**.



- Enter a date range and click the **Search** button.

VertexDr Claims Pre-Acknowledgements Report Setup

Claims Pre-Acknowledgements Report Setup
Use this form to set the criteria for the claims pre-acknowledgement report.

From Date: 04/11/2017 To Date: 04/18/2017 Search

Date	Type
------	------

Report Exit

No items located

- Results will display in grid.
- Highlight one or multiple records as preferred and click **Report** button to view the report.

VertexDr Claims Pre-Acknowledgements Report Setup

Claims Pre-Acknowledgements Report Setup
Use this form to set the criteria for the claims pre-acknowledgement report.

From Date: 04/11/2017 To Date: 04/18/2017 Search

Date	Type
04/11/2017	Electronic Claims Audit
04/11/2017	RealMed Claims Audit
04/11/2017	Paper Claims Audit
04/12/2017	Electronic Claims Audit
04/12/2017	RealMed Claims Audit
04/12/2017	Paper Claims Audit
04/13/2017	Electronic Claims Audit
04/11/2017	Electronic Claims Audit
04/11/2017	RealMed Claims Audit

Report Exit

16 items located

Date: 4/18/2017
Time: 1:54 PM

Claims Pre-Acknowledgement Report

Date Range: 4/11/2017 - 4/18/2017

Page: 1 of 4

Client:

Electronic Claims Audit

Client:

Total for Insurance: 1 Medicare

Primary

Range of Service Dates for Insurance

From: 1/5/2017 To: 4/10/2017

Total Transactions Read: 43

Total Transactions Submitted: 43

Total Dollars Submitted: \$5,511.00

Electronic Claims Audit

Client:

Total for Insurance: 2 Medicaid

Primary

Range of Service Dates for Insurance

From: 4/6/2017 To: 4/10/2017

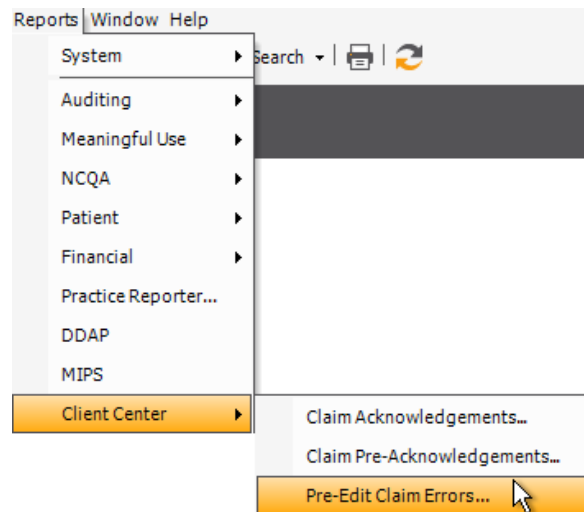
Total Transactions Read: 21

Total Transactions Submitted: 21

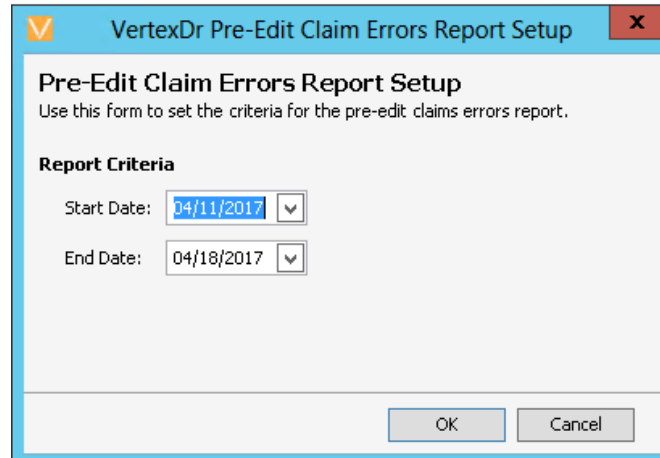
Total Dollars Submitted: \$13,544.00

Pre-Edit Claim Errors

Users can check Pre-Edit Claim Errors by selecting **Reports/ Client Center/ Pre-Edit Claim Errors**.



- Enter a date range.



The screenshot shows a dialog box titled "VertexDr Pre-Edit Claim Errors Report Setup". The dialog has a blue header bar with a yellow checkmark icon on the left and a red close button (X) on the right. Below the header, the title "Pre-Edit Claim Errors Report Setup" is displayed in bold, followed by the instruction "Use this form to set the criteria for the pre-edit claims errors report." Under the heading "Report Criteria", there are two date selection fields: "Start Date:" with a dropdown menu showing "04/11/2017" and "End Date:" with a dropdown menu showing "04/18/2017". At the bottom of the dialog, there are two buttons: "OK" and "Cancel".

- Click the **OK** button to view the report.