

## Claims Status Listing Reference Guide in the Availity Portal

Availity\* is a web portal that is used by providers to securely access patient information such as eligibility, benefits, claim status, authorizations, and other proprietary information. You have quick and simple access to your submitted claims online using the *Claims Status Listing Application*.

Availity administrators and assistants, as well as anyone who has been assigned the *Claims Role* in Availity, can access the application. *Claims Status Listing* is on the *Application* tab in Availity.

### Navigation

You may access *Claims Status Listing* by visiting **Payer Spaces**. To access the *Payer Spaces* page, select **Payer Spaces**, located on the right side of the Availity Portal's top menu bar.

Choose your **Payer** from the *Payer Spaces* drop-down menu. This drop-down menu shows other payers for whom your organization is registered with Availity and shows the brand applicable to the state you select.

### Role assignment

For *Claims Status Listing*, you only need the *Claims Status* role assignment in Availity.

### Using *Claims Status Listing*

Users enter the required fields based on the tax ID(s) that they are attached to in Availity. All fields are required, and the Tax ID and NPI must be associated with each other in the source system.

The date span a user can search is 30 days or less, and the dates can be up to two years in the past.

\* Availity, LLC is an independent company providing administrative support services on behalf of Blue Medicare Advantage.

### Claims Status Listing

1 Search Claims
2 Search Results

**Organization**

Select an Organization

**Tax ID** Tax ID(s) populated in the below list are tied to the Organization selected.

Select a tax id

**Express Entry**

Search For a Provider

**NPI**

Date Of Service

**Start Date:**

Enter Start Date

**End Date:**

Enter End Date

Clear Search

A successful return will display a list of claims that meet the search criteria:

1 Search Claims
2 Search Results

Your Search Criteria:

NPI: 1000107157

Date Of Service Range: 01/08/2016 - 01/13/2016

Transaction ID: /

Transaction Date: Oct 31 2017 10:03 AM

**Claims List Results:** View Results 20 per page

Claim Status	Member Name Subscriber ID	Claim ID	Date of Service	Pt. Acct Number	Billed Amount	Paid Amount	Process Date	Check/EFT #
Finalized			01/08/2016 - 01/08/2016		\$515.00	\$57.74	01/18/2016	
Finalized			01/12/2016 - 01/13/2016		\$12,424.25	\$4,634.00	02/01/2016	
Finalized			01/12/2016 - 01/12/2016		\$722.00	\$107.07	01/29/2016	
Finalized			01/13/2016 - 01/13/2016		\$341.00	\$58.28	01/29/2016	

Refine Search New Search

Selecting the **Finalized** link will show additional claim information.

1  
 Search Claims

2  
 Search Results

**Your Search Criteria:** Transaction ID: / [REDACTED]  
 NPI: 1000000000 Transaction Date: Oct 31 2017 10:03 AM  
 Date Of Service Range: 01/08/2016 - 01/13/2016

**Claims List Results:** View Results  per page

Claim Status	Member Name Subscriber ID	Claim ID	Date of Service	Pl. Acct Number	Billed Amount	Paid Amount	Process Date	Check/EFT #
Finalized	[REDACTED]	[REDACTED]	01/08/2016 - 01/08/2016	[REDACTED]	\$515.00	\$57.74	01/18/2016	[REDACTED]
Finalized	[REDACTED]	[REDACTED]	01/12/2016 - 01/13/2016	[REDACTED]	\$1			
Finalized	[REDACTED]	[REDACTED]	01/12/2016 - 01/12/2016	[REDACTED]				
Finalized	[REDACTED]	[REDACTED]	01/13/2016 - 01/13/2016	[REDACTED]				

Refine Search
New Search

**HIPAA Claims Status Category Code and Description**

F1 Finalized/Payment-The claimline has been paid.

**HIPAA Claims Status Code and Description**

107 Processed according to contract/plan provisions.

Close