

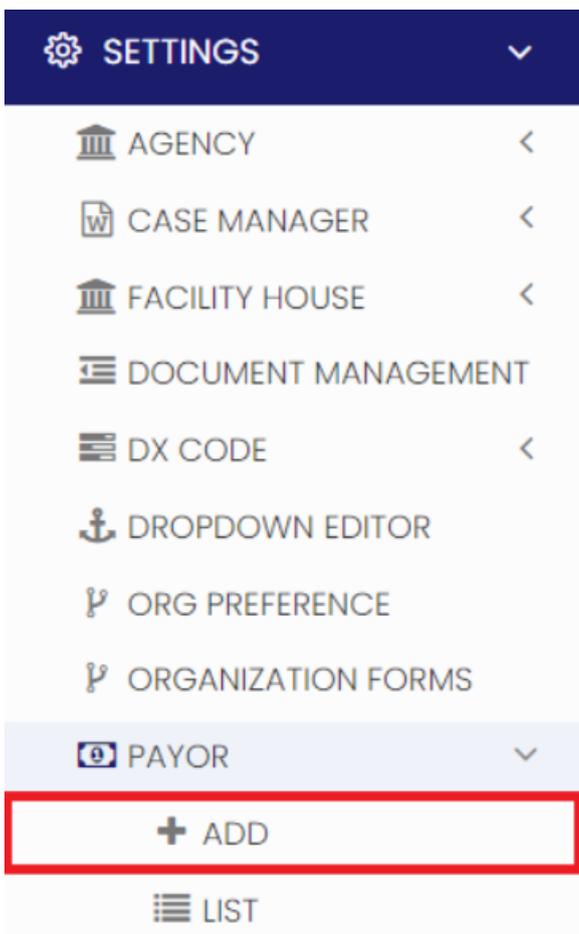
Payor

In Adult Day Care, a "payor" is the entity responsible for covering costs. Payors can include health insurance companies, Medicare, Medicaid, private pay and managed care organizations.

Note: All Fields marked with * are mandatory and must be filled out, otherwise the system will generate an error indicating that the required information is missing.

Adding Payor Details

Settings >> Payor >> +Add option



The user can update the required information in Payer Details and Click Save option.

ADD PAYOR

Payor Service Code Mapping

Payor Details

Payor/Plan

CMS 1500 Payor ID *

ERA Payor ID *

Payor Name *

Short Name *

Address *

City *

State *

Zip Code *

Payor Invoice Type *

Agency Tax Number

NPIOption +

Payer Group +

Business Line +

NPI Number

Aggregator

Visit Billed By

Save Cancel

Editing Payor Details

Settings >> Payor >> List

Select the Payor from the List using the Edit option.

PAYOR LIST

Refresh Active + Payor

	Payor Name	Short Name	Address	Payor Identification Number	NPI Number	Payer Group	Payor Billing Type	Action
<input type="checkbox"/>	<input type="text" value="Payor Name"/>	<input type="text" value="Short Name"/>	<input type="text" value="Address"/>	<input type="text" value="Payor Identification Numbr"/>	<input type="text" value="NPI Number"/>	<input type="text" value="Select"/>	<input type="text" value="Select"/>	Search Reset
<input type="checkbox"/>	Atena	Atena	wall street Arizona, AZ 24255 Arizona, AZ 11234	587451	0	United Payor Group	Professional	 
<input type="checkbox"/>	United Healthcare	uhc	po box 1235 noida, AZ 32424	60532	0	N/A	Professional	 

Now, edit the required information in Payor Details and Click Update.

Payor Billing Service Code Mapping

Payor Details

Payor/Plan	ERA Enrollment	CMS1500
<p>CMS 1500 Payor ID * <input type="text" value="587451"/></p> <p>ERA Payor ID * <input type="text" value="12"/></p> <p>Payor Name * <input type="text" value="Atena"/></p> <p>Short Name * <input type="text" value="Atena"/></p> <p>Address * <input type="text" value="wall street Arizona, AZ 24255"/></p> <p>City * <input type="text" value="Arizona"/></p> <p>State * <input type="text" value="Arizona"/></p> <p>Zip Code * <input type="text" value="11234"/></p>	<p>Payor Invoice Type * <input type="text" value="Insurance"/></p> <p>Agency Tax Number ? <input type="text" value="Agency Tax Number"/></p> <p>NPI Option + <input type="text" value="Individual NPI options"/></p> <p>Payer Group + <input type="text" value="United Payor Group"/></p> <p>Business Line + <input type="text" value="Select"/></p> <p>Payor Billing Type * <input type="text" value="Professional"/></p> <p>NPI Number <input type="text" value="Select"/></p> <p>Aggregator <input type="text" value="HHAExchange"/></p> <p>Visit Billed By <input type="text" value="myEZcare"/></p>	

Update Cancel

Service Code Mapping

The Service Code Mapping can be done for the payor added in the system. Enter the required fields under Payor - Service code Mapping and click Save Option.

Payor Service Code Mapping

Payor - Service Code Mapping

Service *
Service Code* +
Unit Type*
Start Date*

End Date*
Rate (\$) *

Revenue Code ? +

Refresh Active

Service	Service Code	Modifier	Revenue Code	Rate (\$)	Start Date	End Date	Unit Type	Per Unit Quantity	Round Up Minute(s)	Max Unit	Daily Unit Limit	Action
Select	Service C		Sele	Rate	mm/c	mm/c	Sele	Per Unit	Round U	Max	Daily	Search Reset

Delete Payor

Settings >> Payor >> List

Select the payor from list using the check box and click Delete or Disable Selected option in the screen.

PAYOR LIST

Refresh Active **Disable Selected** + Payor

	Payor Name ^	Short Name	Address	Payor Identification Number	NPI Number	Payer Group	Payor Billing Type	Action
<input type="checkbox"/>	Payor Name	Short Name	Address	Payor Identification Numbr	NPI Number	Select	Select	Search Reset
<input checked="" type="checkbox"/>	Atena	Atena	wall street Arizona, AZ 24255 Arizona, AZ 11234	587451	0	United Payor Group	Professional	 
<input type="checkbox"/>	United Healthcare	uhc	po box 1235 noida, AZ 32424	60532	0	N/A	Professional	 

Now, the payor gets deleted and we can view the payor under Deleted list.

PAYOR LIST

Refresh **Deleted** + Payor

	Payor Name ^	Short Name	Address	Payor Identification Number	NPI Number	Payer Group	Payor Billing Type	Action
<input type="checkbox"/>	Payor Name	Short Name	Address	Payor Identification Numbr	NPI Number	Select	Select	Search Reset
<input type="checkbox"/>	Atena	Atena	wall street Arizona, AZ 24255 Arizona, AZ 11234	587451	0	United Payor Group	Professional	 Active
<input type="checkbox"/>	Cigna	JB	po box 2587 New York, AZ 1234	12	0	United Payor Group	Professional	 Active

The user can also Restore the deleted payor by using the option Active on the right side of the screen.

PAYOR LIST

Refresh Deleted + Payor

	Payor Name ^	Short Name	Address	Payor Identification Number	NPI Number	Payer Group	Payor Billing Type	Action
<input type="checkbox"/>	Payor Name	Short Name	Address	Payor Identification Numbr	NPI Number	Select	Select	Search Reset
<input type="checkbox"/>	Atena	Atena	wall street Arizona, AZ 24255 Arizona, AZ 11234	587451	0	United Payor Group	Professional	 Active
<input type="checkbox"/>	Cigna	JB	po box 2587 New York, AZ 1234	12	0	United Payor Group	Professional	 Active

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