

# Download 837 File

## Download 837 File

### Step 1:

Go to Billing >> Billing claims module

Batch	Batch Summary	Line Items	Services Summary	Batch Status Summary		ERA	Action
				Sort by			
51580	Payor: → Optima Health Community Care Description: → Initial Submission	Gathered: 14 Rolled Up: 14	Billing Amount: \$2,164.61 Service Span: 10/13/2025-10/19/2025	Allowed Amt: \$ - Paid Amt: \$ -	Sent Date: 10/21/2025 Sent By: qbarnes		Action
51578	Payor: → Optima Health Community Care Description: → Initial Submission	Gathered: 14 Rolled Up: 14	Billing Amount: \$1,820.70 Service Span: 10/13/2025-10/19/2025	Allowed Amt: \$ - Paid Amt: \$ -	Sent Date: 10/21/2025 Sent By: qbarnes		Action
51577	Payor: → United Healthcare Description: → Initial Submission	Gathered: 2 Rolled Up: 2	Billing Amount: \$343.91 Service Span: 10/12/2025-10/12/2025	Allowed Amt: \$ - Paid Amt: \$ -	Sent Date: 10/14/2025 Sent By: qbarnes		Action
51576	Payor: → United Healthcare Description: → Initial Submission	Gathered: 2 Rolled Up: 2	Billing Amount: \$283.22 Service Span: 10/12/2025-10/12/2025	Allowed Amt: \$ - Paid Amt: \$ -	Sent Date: 10/14/2025 Sent By: qbarnes		Action
51575	Payor: → Optima Health Community Care Description: → Initial Submission	Gathered: 2 Rolled Up: 2	Billing Amount: \$343.91 Service Span: 10/12/2025-10/12/2025	Allowed Amt: \$ - Paid Amt: \$ -	Sent Date: 10/14/2025 Sent By: qbarnes		Action
51574	Payor: → Optima Health Community Care Description: → Initial Submission	Gathered: 2 Rolled Up: 2	Billing Amount: \$222.53 Service Span: 10/12/2025-10/12/2025	Allowed Amt: \$ - Paid Amt: \$ -	Sent Date: 10/14/2025 Sent By: qbarnes		Action

### Step 2:

Select the Batch and Click "Submit Claim" option.

CLIENT <

SCHEDULING <

TRANSPORTATION <

TIME SHEET <

**BILLING** >

- MANAGE CLAIMS
- AR AGING REPORT
- BILLING/CLAIMS
- RECONCILE PAYMENTS/ERA
- RECONCILE B35/EOB
- EDI FILE LOGS

MESSAGES <

REPORTS

ATTENDANCE <

BatchID #

BatchID  Search Reset

Refresh All Action Bulk Action - Mark As

Prev 1 2 3 ... 27 Next

Batch	Batch Summary	Line Items	Services Summary	Batch Status Summary		ERA	Action
51580	Payor: → Optima Description: → Generate 8371	Gathered: 14 Rolled Up: 14	Billing Amount: \$2,164.61 Service Span: 10/13/2025-10/19/2025	Allowed Amt: \$ - Paid Amt: \$ -	Sent Date: 10/21/2025 Sent By: qbarnes		Action
51578	Payor: → Optima Health Community Care Description: → Initial Submission	Gathered: 14 Rolled Up: 14	Billing Amount: \$1,820.70 Service Span: 10/13/2025-10/19/2025	Allowed Amt: \$ - Paid Amt: \$ -	Sent Date: 10/21/2025 Sent By: qbarnes		Action
51577	Payor: → United Healthcare Description: → Initial Submission	Gathered: 2 Rolled Up: 2	Billing Amount: \$343.91 Service Span: 10/12/2025-10/12/2025	Allowed Amt: \$ - Paid Amt: \$ -	Sent Date: 10/14/2025 Sent By: qbarnes		Action
51576	Payor: → United Healthcare Description: → Initial Submission	Gathered: 2 Rolled Up: 2	Billing Amount: \$283.22 Service Span: 10/12/2025-10/12/2025	Allowed Amt: \$ - Paid Amt: \$ -	Sent Date: 10/14/2025 Sent By: qbarnes		Action
51575	Payor: → Optima Health Community Care Description: → Initial Submission	Gathered: 2 Rolled Up: 2	Billing Amount: \$343.91 Service Span: 10/12/2025-10/12/2025	Allowed Amt: \$ - Paid Amt: \$ -	Sent Date: 10/14/2025 Sent By: qbarnes		Action
51574	Payor: → Optima Health Community Care	Gathered: 2	Billing Amount: \$222.53	Allowed Amt:	Sent Date:		Action

### Step3:

Click "Yes Continue" option

Validate Batch(es) And Generate EDI 837P File(s)

Batch	Batch Summary	Validation	Edi 837 File
51577 <span style="color: red;">Sent</span>	Payor: United Healthcare Description: Initial Submission 10/12/2025-10/12/2025 Site: N/A		

**Note:** Please check and confirm that batch(es) details are fine and you are going to **Validate this batch(es) And Generate EDI 837 File(s)**. Click on "Yes Continue..." button to continue.

Yes, Continue...

51578	Payor: → Optima Health Community Care Description: → Initial Submission	Gathered: 14 Rolled Up: 14	Billing Amount: \$1,820.70 Service Span: 10/13/2025-10/19/2025	Allowed Amt: \$ - Paid Amt: \$ -	Sent Date: 10/21/2025 Sent By: qbarnes	Action
51577	Payor: → United Healthcare Description: → Initial Submission	Gathered: 2 Rolled Up: 2	Billing Amount: \$343.91 Service Span: 10/12/2025-10/12/2025	Allowed Amt: \$ - Paid Amt: \$ -	Sent Date: 10/14/2025 Sent By: qbarnes	Action
51576	Payor: → United Healthcare Description: → Initial Submission	Gathered: 2 Rolled Up: 2	Billing Amount: \$283.22 Service Span: 10/12/2025-10/12/2025	Allowed Amt: \$ - Paid Amt: \$ -	Sent Date: 10/14/2025 Sent By: qbarnes	Action

### Step 4:

Click the option "Download" to download the 837 File.

Validate Batch(es) And Generate EDI 837P File(s)

Batch	Batch Summary	Validation	Edi 837 File
51577 <span style="color: red;">Sent</span>	Payor: United Healthcare Description: Initial Submission 10/12/2025-10/12/2025 Site: N/A	Passed	Passed

**Note:** Please check and confirm that batch(es) details are fine and you are going to **Validate this batch(es) And Generate EDI 837 File(s)**. Click on "Yes Continue..." button to continue.

Submit Claim

Download

51578	Payor: → Optima Health Community Care Description: → Initial Submission	Gathered: 14 Rolled Up: 14	Billing Amount: \$1,820.70 Service Span: 10/13/2025-10/19/2025	Allowed Amt: \$ - Paid Amt: \$ -	Sent Date: 10/21/2025 Sent By: qbarnes	Action
51577	Payor: → United Healthcare Description: → Initial Submission	Gathered: 2 Rolled Up: 2	Billing Amount: \$343.91 Service Span: 10/12/2025-10/12/2025	Allowed Amt: \$ - Paid Amt: \$ -	Sent Date: 10/14/2025 Sent By: qbarnes	Action

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Revision #1

Created 22 October 2025 16:01:26 by Thamarai

Updated 22 October 2025 16:05:00 by Thamarai