

It's good to be Blue.

# How-to Guide

# Medical Eligibility, Benefits & Claims

# "How To" Guide for Verification of Eligibility and Benefits

December 2013

Proper verification of Eligibility and Benefits is vital to understanding your patients' benefits. Blue Cross and Blue Shield of Mississippi (BCBSMS) provides the necessary resources to check benefits online via *my*Blue Provider for all BCBS affiliated plans. In this "How-To" guide, you will see how to check benefits and eligibility information for BCBSMS, Federal Employee Plan (FEP), and Out of Area (Blue Card) members.

When you log-in to *my*Blue Provider, the *my*Notifications box will pop up on the screen alerting you of any messages from BCBSMS that need your attention and/or action. You may elect to either view the messages displayed, or you may close the *my*Notifications message alert box, by clicking on the "Close" button to view the messages at a later time. Once you close the *my*Notifications alert box, you will notice that the *my*Notifications are still shown in the middle of the Home page. The *my*News section is located below *my*Notifications and the *my*Blue Search feature is located to the right of the Home page. You can use this search box to browse News articles, Medical Policies, Coding Policies and FAQ's. The quickest and easiest way to contact BCBSMS directly is via the Contact Blue link located on the top right corner of the Home page.



To check patient benefits, Click on the **Transactions** section located on the left hand portion of the Home page.

You will notice that as you move your mouse over the different sections on the Home page, additional resources will populate under each section heading. You will see several different tools available, but for the purposes of this "How-To" guide, click on the "Check Member Eligibility/Benefits" link.

| It's good to partner v  | lueShield<br>pi<br>with Blue.  | Contact Blue   Search the Site   Log C<br><b>myBlue</b><br>Provider                          |
|---|--|--|
| <ul> <li>Maintenance</li> <li>Transactions</li> <li>Check Member<br/>Eligibility/Benefits</li> <li>FEP / BlueCard Inquiry<br/>History</li> <li>View Claim Status</li> <li>Appeal Claim</li> </ul> | Real Control of the second sec | Secure, personalized access to your claims and<br>benefit information on your mobile device! |
| Voucher Inquiry<br>Voucher Inquiry Tax ID Entry<br>Professional Allowance<br>Inquiry<br>AHS Professional Allowance<br>Inquiry<br>Online APC Pricer  | myNotifications<br>Appeals »<br>You have 0 new messages and 0 open requests.<br>Medical Records »<br>You have 0 new messages and 0 open requests.  | Search Hel<br>Medical Policy<br>Coding Policy<br>News<br>FAQ                                 |
| Online APC Pricer<br>Online APC Pricer History<br>Healthy You!<br>ICD-10 Survey<br>Be RxSmart   | Prior Authorization »<br>You have 0 new messages and 0 open requests.<br>Provider Credentialing »<br>You have 0 new messages and 0 open requests.  | Go   |

The Member Eligibility/Benefits Inquiry Search Screen will appear as shown below. You can check patients' benefits by entering their BCBSMS, FEP, or Blue Card (Out of Area) subscriber ID in the **Search Option 1** below. Once you have entered in the ID number, select "Medical" and Click on "Search."

| Elig | gibility Inquiry   |       |
|------|--|-------|
|      | Search Option 1 (Local, State, FEP or BlueCard Inquiry)                                |       |
|      | 1. Prefix and Subscriber ID Number: * Prefix is required for FEP or BlueCard inquiries |       |
|      | Search Option 2 (Local or State Inquiry Only)  |       |
|      | 1. Patient First Name: 2. Patient Last   | Name: |
|      | 3a. Patient Birth Date (MM/DD/YYYY):     OR     3b. City:                              |       |
|      | Search Medical/Dental/Rx   |       |
|      | Choose Medical or Dental or Rx:*<br>Medical Dental Rx *Required                        |       |
|      | Search Reset   |       |

If you do not have the patient's subscriber ID, you can use **Search Option 2** for any BCBSMS member using their name, date of birth, and city in which they reside. After entering in the search criteria for **Search Option 2**, you can select either Medical or Dental and click on the "Search" button.

| Search Option 1 (Local, State, FEP or BlueCard Inquiry)   |  |
|---|--|
| 1. Prefix and Subscriber ID Number: *<br>-<br>*Prefix is required for FEP or BlueCard inquiries |  |
| Search Option 2 (Local or State Inquiry Only)   |  |
| <br>1. Patient First Name: 2. Patient Last Name:  |  |
| 3a. Patient Birth Date (MM/DD/YYYY):     OR     3b. City:                                       |  |
| Search Medical/Dental/Rx  |  |
| Choose Medical or Dental or Rx:*  © Medical  © Dental  © Rx *Required                           |  |
| Search Reset  |  |

**Note:** You will receive the following error message if the information entered does not match any members' records currently on file



If you receive this message, please review the information entered to ensure it was entered accurately. If it was entered correctly, ask your **patient** to contact their employer, if applicable or the Member Customer Service number listed on the back of their ID card. For BCBSMS members, once you enter the patient's subscriber ID, you will see your patient's information appear on the Member Selection Screen. Click on the patient's name. You will then be routed to the Eligibility/Benefits display screen. For FEP and Out of Area members, additional instructions can be found on page 9.

|                               | mansactions  | Be KX5r | nart | Policies     | Prior<br>Authorization | Reports   | News              | Education & Ho<br>Downloads |
|-------------------------------|--|---------|------|--------------|------------------------|---|-------------------|-----------------------------|
| Medical                       | Dental Rx  |         |      |              |                        |   |                   |                             |
| Sul<br>Las<br>Ad<br>Ad<br>Cit | bscriber ID:<br>st Name:<br>dress 1:<br>dress 2:<br>y/State: |         |      |              | F<br>G<br>G<br>N       | irst Name:<br>Froup Number:<br>Froup Name:<br>Ietwork Name: |                   |                             |
|                               | ret Name   | Ane     | Soy  | Pelationshin | Birth Date             | Begin Date  | End Date          | Original                    |
|                               |  | Age     | M    |              | Dirtir Dute            | 02/01/2005  | 12/21/0000        | Effective Date              |
| KI                            | MBERLY   |         | E    | SPOUSE       |                        | 02/01/2005  | <u>12/31/9999</u> | 02/01/2005                  |
|                               |  |         |      |              |                        |   |                   |                             |

If there is only one member listed on the benefit plan, you will automatically be routed to the Eligibility/Benefits display page.

### Eligibility/Benefits Display Page- BCBSMS Members

The Member Eligibility/Benefits Display Page is where you can view your patients' benefits at-a-glance. You will find the patient's: Virtual ID Card, Effective Date, Benefits Icons (see page 8), Deductible, Out of Pocket amounts, Accumulations and Office Visit benefits. You will also find a link to view Health Benefit Plan Coverage which will show detailed benefits for common benefit service types. Links to view the patient's Medical Care Benefits by Service Type are also available and will show detailed benefits for a selected Service Type. You can also view a patient's prescription drug coverage under the Rx Medication Search link to see what prescription drugs are covered and what drugs require a prior authorization.

For example, to access the Medical Care Benefits by Service Type screen, simply click on the "Medical Care Benefits by Service Type" link below.

| Subscriber ID: K<br>Subscriber Name:<br>Address 1:<br>Address 2:<br>City/State:  | Group Group Name:<br>lumber:   | : Network N          | lame:                         | BlueCross BlueShield<br>of Mississippi<br>Protocol and Artificiation of the second state<br>John Q. Public PLANCOLD IN AN COOLED 128<br>or XYZ 123456789X<br>COMMUNITY FLUE PRANMACY INCTIVICIAL<br>COMMUNITY FLUE PRANMACY INCTIVICIAL<br>CLICK to view Virtual ID Car |          |
|--|--|----------------------|-------------------------------|---|----------|
| Benefits for   | Da   | tes                  | Health Manageme               | nt Benefits   |          |
| SUBSCRIBER<br>DOB<br>Age:  | End: 12<br>Original: 01  | /31/9999<br>/01/2011 | Healthy                       | color <mark>Me</mark> healt   | hy!      |
| Network Office Vis   | it Benefits  |                      | Network Deductib              | les and Out-of-Pocket   |          |
| Physician  |  |                      |                               | Amount  | Applied  |
| PCP Office Visit   | \$25 per visit   |                      | Individual Deductible         | \$2,500.00  | \$394.94 |
|  |  |                      | Individual OOP                | \$1,000.00  | \$620.50 |
| Specialist Office Visit  | \$40 per visit   |                      | Family Deductible             | \$7,500.00  | \$394.94 |
| Other Office Services  | s <b>80%</b>   |                      | Family OOP                    | \$3,000.00  | \$620.50 |
| Rx Medication Search<br>Search to determine if<br>Lifetime/Annual Max, Dr<br>Health Benefit Plan Cov<br>Medical Care Benefits to<br>Claims Status<br>Benefits and Benefit Lir<br>Chiropractic<br>Durable Medical 1<br>Maternity<br>Occupational The<br>Physical Therapy<br>Speech Therapy<br>Vision<br>Nervous & Menta<br>Hospital<br>InPat<br>OutP<br>Partic<br>Physician | a medication is in the formula<br>eductibles, and Out of Pocket<br>verage<br>ay Service Type<br>nitations<br>Equipment<br>erapy<br>i<br>i<br>i<br>i<br>i<br>i<br>i<br>i<br>i<br>i<br>i<br>i<br>i<br>i<br>i<br>i<br>i<br>i<br>i | ary and if lower-cos | <u>t alternatives are ava</u> | <u>ailable.</u>   |          |

# Medical Care Benefits by Service Type Selection Screen

The Medical Care Benefits by Service Type Selection Screen provides a scrollable list of specific service types to choose from to obtain detailed benefits for the selected service type(s). A maximum of three service types can be selected from the Service Type list. Once your selections have been made, press enter or click on the 'Submit' button to view the Benefits Display screen.

**Note:** A Service Type is a general description of the kind of services being performed or the place of treatment where services are being rendered. A definition of service types will display above the benefits.

| Address 1:<br>Address 2:<br>City/State: | t Name:     First Name:       dress 1:     Group Number:       dress 2:     Group Name:       y/State:     Network Name: |   |   |            |            |            |                            |  |
|---|--|---|---|------------|------------|------------|----------------------------|--|
| First Name                              | Age  | Sex   | Relationship  | Birth Date | Begin Date | End Date   | Original<br>Effective Date |  |
|   |  |   |   |            | 01/01/2011 | 12/31/9999 | 01/01/2011                 |  |
|   |  | -   |   |            |            |            |                            |  |
|   |  | Anes<br>Card<br>Cher<br>Chird<br>Colo<br>Dent<br>Diag | ithesia<br>liac Rehabilitation<br>notherapy<br>opractic<br>r Me Healthy!<br>al Care<br>nostic Lab |            |            |            |                            |  |

# **Benefits Display Screen**

The Benefits Display Screen provides detailed benefit information for each Service Type selected. Each benefit category listed will indicate if the benefit category is covered and if the benefit information listed is specific to services provided by a Network or non-Network provider. When applicable, the benefit category also indicates whether the benefit information listed is specific to a certain provider type or place of treatment. Benefit categories also indicate any limits or benefit requirements that may apply to the corresponding benefit category.

**Note:** If no information is displayed under a column for a benefit category, this benefit column is not applicable to the corresponding benefit category.

|   |   | Bei  | nefits are as of 12,  | /04/2013                                     | Glossary of   | terms                                  |
|---|---|--|---|--|---|--|
|   |   |  | Chiropractic  |  |   |  |
| Prior authorization is req<br><u>here</u> for a list of services<br>appropriate prior author<br>Service Type Definition: Profes | uired for cer<br>requiring pr<br>ization form | rtain serv<br>ior autho<br>under the<br>which may in | ices performed a<br>rization. The Net<br>e "Prior Authoriza<br>clude office visits, mar | t a non-netv<br>work referri<br>ation" menu. | <b>vork hospital in M<br/>ng physician shou</b><br>,<br>ys, and supplies. | ississippi. <u>Click</u><br>Id use the |
| Benefit(s) Category   | Network<br>Indicator                          | Covered<br>Benefit                                   | Co-pay  | Co   | -Insurance  | Deductible                             |
| Chiropractic  | Network                                       | YES  |   | 80% with \$                                  | 1,000 Out of pocket   |  |
| Limits: 20 Visits Calendar ye   | ear (PT/OT/CHIR                               |  | LIMIT)  | Used: 0                                      | Remaining: 20   |  |
| Chiropractic Office Visits  | Network                                       | YES  | \$40 per visit  |  | 100%  |  |
| Diagnostic X-Ray  | Network                                       | YES  |   | 80% with \$                                  | 1,000 Out of pocket   | \$2,500 Calendar yea                   |
| Place of treatment: All places  | of treatment but                              | office   |   | ·  |   |  |
| Diagnostic X-Ray  | Network                                       | YES  |   | 80% with \$                                  | 1,000 Out of pocket   |  |
|   | 1   |  |   | 1  |   |  |

**Example**: To read the benefit for a diagnostic x-ray performed in the office of Network Provider; you can see from this screen that it is a Covered Benefit paid at 80% of the allowable charge, deductible waived. The deductible is waived because it is not listed in the column associated with that particular line for Diagnostic X-Ray in an office setting.

Each Benefits Display page features a link to the Glossary of Terms, to view this click on the "Glossary of Terms" link at the top right hand corner of your Benefits Display Page.

|   |  |  | Chiropractic   |  |   |
|---|--|--|--|--|---|
| Prior authorization is re<br><u>here</u> for a list of service:<br>appropriate prior author<br>Service Type Definition: Profe | quired for ce<br>s requiring pi<br>rization form<br>ssional services v | rtain service<br>rior authoriz<br>under the "<br>which may inclu | es performed a<br>cation. The Net<br>'Prior Authoriz<br>de office visits, ma | It a non-network hospital in<br>work referring physician sho<br>ation" menu.<br>nipulations, x-rays, and supplies. | Mississippi. <u>Click</u><br>buld use the |
| Benefit(s) Category Network Covered Indicator Benefit Co-pay Co-Insurance   |  |  |  |  |   |
| Benefit(s) Category   | Network<br>Indicator   | Covered<br>Benefit   | Co-pay   | Co-Insurance   | Deductible                                |

To return to the Benefits Display page, simply click on the back arrow key of your internet browser

| Maintenance   | Transactions  | Be RxSmart                                | Policies                                | Prior<br>Authorization | Reports                                 | News                                     | Education &<br>Downloads                   | Home |  |  |
|---------------|---|---|---|------------------------|---|--|--|------|--|--|
|               |   |   |   |                        |   |  |  |      |  |  |
|               | Glossary of ter   | ms  |   |                        |   |  |  |      |  |  |
|               | Column Headings   | i   |   |                        |   |  |  |      |  |  |
| l             | Benefit Category - The type of service or supply for which benefits are displayed.  |   |   |                        |   |  |  |      |  |  |
| ļ             | Network Indicator - The level of benefits for the corresponding benefit category.   |   |   |                        |   |  |  |      |  |  |
| 9             | Covered Benefit - Indicates if benefits are available for the corresponding benefit category.   |   |   |                        |   |  |  |      |  |  |
|               | <u>Co-pay</u> - The portion of the allowable charge expressed as an amount for which the Member is financially responsible under this benefit plan in addition to the deductible amount where applicable.       |   |   |                        |   |  |  |      |  |  |
| 1             | <u>Co-insurance</u> - The portion of the allowable charge expressed as a percentage for which the Member is financially responsible<br>under this benefit plan in addition to any applicable deductible Amount. |   |   |                        |   |  |  |      |  |  |
| ]             | <u>Deductible</u> - The do<br>benefit period.   | ollar amount of cove                      | ered services first                     | hereunder incurre      | d in connection wi                      | th a Member's inj                        | ury or illness within a                    |      |  |  |
| I             | Network Indicator   | Field                                     |   |                        |   |  |  |      |  |  |
| 1             | <u>Network</u> - Indicator i<br>services rendered t   | represents the ben<br>o a Member.         | efits applicable to                     | Providers that hav     | ve an agreement p                       | pertaining to payn                       | nent for covered                           |      |  |  |
| l             | Employer Network -  | Indicator represen                        | ts the benefits ap                      | plicable to Provide    | rs that are associa                     | ated with the Merr                       | nber's employer.                           |      |  |  |
| <u> </u>      | Non Network - Indicator represents the benefits applicable to Providers that do not have an agreement pertaining to payment for<br>covered services rendered to a Member.                                       |   |   |                        |   |  |  |      |  |  |
| <u> </u><br>1 | <u>Non Contracted</u> - In<br>to payment for cove   | dicator represents<br>ered services rende | the benefits appli<br>ered to a Member. | cable to specific Pi   | ovider types that                       | are not offered a                        | n agreement pertainir                      | Ig   |  |  |
| ļ             | No Network Differen   | <u>itial</u> - Indicator repr             | esents benefits th                      | at are the same fo     | r both network an                       | d non-network Pr                         | oviders.                                   |      |  |  |
|               | General Terms   |   |   |                        |   |  |  |      |  |  |
| -             | Out of Pocket - Unre<br>include: (a) deductil   | eimbursable expen<br>ble amounts: (b) ar  | ses incurred by a                       | Member for covere      | ed services in one<br>charge: (c) any r | benefit period. T<br>benalty for failure | his amount does not to pre-certify/certify | _    |  |  |

## Eligibility/Benefits Display Page- Healthy You! and Color Me Healthy!

From the Eligibility/Benefits Display Page you can also view specific icons that indicate if your patient has the Healthy You and Color Me Healthy benefit. Click on each icon to be routed to additional benefit information, descriptions, and limitations.

For example, click on the Healthy You or Color Me Healthy icon below to see what Healthy You services this patient has remaining for the calendar year, what CPT codes have already been filed, which provider performed the service and when. You can also input biometrics if your clinic is not already submitting them via file transfer.

| Subscriber ID:  | Group<br>Number: | Group Name:      | Network           | Name:          | of Mississippi PPO   |
|---|------------------|------------------|-------------------|----------------|--|
|   |                  |                  | BLUE CA<br>NETWOR | RD PPO<br>RK   | Be chose to the "Had of Managers, Albertal Internet: Compare<br>John O., Public PLAN CODES 123 321 |
| Subscriber Nar<br>Address 1:<br>Address 2:<br>City/State: | ne:              |                  |                   |                | COMMUNITY PLUS PRIMARICY METADORY IN   |
| Benefits for  |                  | Dates            |                   | Health Manager | nent Benefits  |
|   |                  | Begin: 01/01/    | 2011              | 0              | _  |
| SUBSCRIBER  |                  | End: 12          |                   | TTOOLET        |  |
| DOB:  |                  | Original: 01/01/ | 2011              | Healuny        | color Chealthy!  |
| Age:  |                  |                  |                   | 20C            |  |

| lealthy You!  | Biometrics                 |      | Healthy You! Wellness Guide   |                  |    |
|---------------|----------------------------|------|---|------------------|----|
| t Dato        |                            |      | Preventive Wellness Services  | CPT Codes        | 20 |
| der           | Search                     |      | Office Visit<br>Recommended: one procedure per calendar<br>year                   | View CPT Codes » |    |
| Þ             |                            |      | Hemoglobin, hematocrit, or CBC<br>Recommended: one procedure per calendar<br>year | View CPT Codes » |    |
|               | ft. in. Weight             | lbs. | Urinalysis<br>Recommended: one procedure per calendar<br>year                     | View CPT Codes » |    |
| ure           |                            |      | Immunizations<br>See <u>Page 9</u> of <i>Healthy You!</i> Coding Guidelines       |                  |    |
|               | Please Select              |      | Glucose<br>Recommended: one procedure per calendar<br>year                        | View CPT Codes » |    |
| erol          | Triglycerides              |      | Lipid Profile<br>Recommended: one procedure per calendar<br>year                  | View CPT Codes » |    |
|               | LDL                        |      | Prostate Specific Antigen<br>Recommended: one procedure per calendar<br>year      | View CPT Codes » |    |
|               | Please Select              |      | Stool for occult blood<br>Recommended: one procedure per calendar<br>year         | View CPT Codes » |    |
|               |                            |      | Flexible Sigmoidoscopy<br>Recommended: one procedure every 5 years                | View CPT Codes » |    |
| ed <i>Hea</i> | Ithy You! service.         |      | OR  |                  |    |
| biom          | etric submission options » |      | Colonoscopy<br>Recommended: one procedure every 10<br>years                       | View CPT Codes » |    |
| Color         | Me Healthy Save            | 2    | Printable Version »   |                  |    |
| irst Co       | olor Me Healthy Visit:     |      |   |                  |    |
| ovider        | Searc                      | sh   |   |                  |    |
|               | to see the second          |      |   |                  |    |

# Benefits/Eligibility Verification- FEP and Out of Area (Blue Card) Members

If your patient is a FEP or Out of Area member, you can also check their benefits by using the same link as discussed on page 2. Enter in the FEP or Out of Area (Blue Card) subscriber ID below, select Medical or Dental and click on "Search."

| Elig | ibility Inquiry   |
|------|---|
|      | Search Option 1 (Local, State, FEP or BlueCard Inquiry)   |
|      | 1. Prefix and Subscriber ID Number: * Prefix is required for FEP or BlueCard inquiries                      |
|      | Search Option 2 (Local or State Inquiry Only)   |
|      | 1. Patient First Name:       2. Patient Last Name:  |
|      | 3a. Patient Birth Date (MM/DD/YYYY):     OR     3b. City:   |
|      | Search Medical/Dental/Rx  |
|      | Choose Medical or Dental or Rx:* <ul> <li>Medical</li> <li>Dental</li> <li>Rx</li> </ul> <li>*Required</li> |
|      | Search Reset  |
|      |   |

# Member Eligibility/Benefits Screen –FEP and Blue Card

You will see a drop down menu box to select a specific Service Type which allows you to obtain detailed benefit information. To access the benefits for a FEP or an Out of Area Blue Card patient, you must enter the required information (Tax ID, Patient First and Last Name, and Date of Birth.) After you have entered the information necessary to identify the patient, select a Service Type from the drop down menu box to view specific benefits. When your selection has been made, click on the 'Search' button to submit your request.

| Your search has been identified as a BlueCard inquiry. We<br>additional information to correctly and uniquely identify the pa<br>guarantee an accurate response. To continue, enter the add<br>view specific benefits then click the "Search" button below. Oth<br>Prefix and Subscriber ID Number: | can forward your request through the Blue Cross Association, but you must supply tient. The additional information provided must be an exact match at the home plan to ditional information that is necessary to identify the patient, select a Service Type to nerwise you may click "Cancel" to return to the Home Page. |
|---|--|
|   |  |
| Provider Tax ID for Inquiry *:  | Select a Service Type to view specific benefits  |
|   | Select One   |
| *Required for tracking and information sharing NPI:   | Select One Ambulatory Service Center Facility Anesthesia Cardiac Rehabilitation Chemotherapy   |
| Inquiry:  | Dental Care  |
| Subscriber Inquiry Dependent Inquiry  | Diagnostic Lab   |
|   | Diagnostic Medical<br>Diagnostic X-Ray   |
| Patient First Name:   | Dialysis   |
|   | Durable Medical Equipment  |
|   | Durable Medical Equipment Purchase   |
| Patient Last Name:  | Emergency Services   |
|   | Family Planning  |
|   | Flu Vaccination<br>Gynecological   |
| Patient Birth Date (MM/DD/YYYY):  | Health Benefit Plan Coverage   |
|   | Home Health Care   |
| Member ID *   | Hospitel   |
| Member ID .   | Hospital - Ambulatory Surgical   |
|   | Hospital - Emergency Accident  |
| *Required if different from Subscriber ID   | Hospital - Emergency Medical   |
|   | Hospital - Inpatient   |
|   | Immunizations  |
|   | Search Cancel vitro Fertilization  |

# FEP / Blue Card Inquiry History

The FEP / Blue Card Inquiry History Screen includes columns to display Inquiry Dates, Requested By, Inquiry Type, Service Type, Subscriber ID, Patient Last Name, Status, Expire Date and Delete so that you can manage your inquiry history.

To delete an inquiry that is no longer needed, click on the corresponding 'Delete' link on the right hand side of the screen. If you need to contact Provider Services for additional information about an inquiry, do not delete the inquiry from your history.

| Maintenance             | Transactions   | Be RxSmart         | Policies          | Prior<br>Authorization        | Reports       | News              | Education<br>Downloa | 1&⊾ H<br>ds       | lome |
|-------------------------|----------------|--------------------|-------------------|-------------------------------|---------------|-------------------|----------------------|-------------------|------|
|                         |                |                    |                   |                               |               |                   |                      |                   |      |
| FEP / BI                | ueCard Inquiry | y History          |                   |                               |               |                   |                      |                   |      |
| Inquiry Date            | Requested By   | Inquiry Type       | Servi             | се Туре                       | Subscriber ID | Patient Last Name | <u>Status</u>        | Expire Date       | Del  |
| <u>2013-12-06 10:24</u> | Ł              | <u>Eligibility</u> | Durable Med       | ical Equipment                |               |                   | Received             | <u>2013-12-13</u> | Del  |
| 2013-12-06 10:24        | Į              | <u>Eligibility</u> | Durable Med       | ical Equipment                |               |                   | Received             | <u>2013-12-13</u> | Del  |
| 2013-12-06 10:29        | 1              | Eligibility        | Durable Med       | ical Equipment                |               |                   | Received             | 2013-12-13        | Del  |
| 2013-12-06 10:30        | 1              | Eligibility        | Ho                | <u>spital</u>                 |               |                   | Received             | 2013-12-13        | Del  |
| 2013-12-06 10:43        | I              | Eligibility        | Durable Medical E | Equipment Purchase            |               |                   | Received             | <u>2013-12-13</u> | Del  |
| 2013-12-06 13:24        | Ł              | <u>Eligibility</u> | Durable Medical E | Equipment Purchase            |               |                   | Received             | <u>2013-12-13</u> | Del  |
| 2013-12-06 13:24        | Į              | <u>Eligibility</u> | Durable Medical E | Equipment Purchase            |               |                   | Received             | <u>2013-12-13</u> | Del  |
| 2013-12-06 13:33        | Į              | <u>Eligibility</u> | Durable Medical E | Equipment Purchase            |               |                   | Received             | <u>2013-12-13</u> | Del  |
| 2013-12-06 13:53        |                | Eligibility        | Physician Vis     | sit - Office: Sick            |               |                   | Received             | 2013-12-13        | De   |
| 2013-12-06 13:55        | i              | Eligibility        | Physician Vis     | sit - Office: Sick            |               |                   | Received             | 2013-12-13        | De   |
| 2013-12-06 13:56        | i              | <u>Eligibility</u> | Physician Vis     | sit - Office: Sick            |               |                   | Received             | <u>2013-12-13</u> | De   |
| 2013-12-09 15:17        |                | Eligibility        | Professional (Phy | <u>sician) Visit - Office</u> |               |                   | Received             | 2013-12-16        | Del  |

Please check the expiration date of inquiries as data will be automatically removed after this date.

## FEP / Blue Card Benefits Display Page

The FEP / Blue Card Benefits Display Page will show a line by line description of the benefit selected and how it is covered depending on place of treatment, Network status and any benefit limitations. It is important to learn how to read these benefits because this format is used for all FEP and Blue Card benefits displayed when logged into *my*Blue Provider.

Many responses can be displayed for each inquiry. In order to understand how to read the benefit, first you need to know where to look. For the benefits inquiry display below, the first box labeled (1) is basic coverage information including the plan year, eligibility, and insurance type and Plan name. Box 2 is a benefits disclaimer. The boxes following numbers 1 and 2 detail how the specified benefit is covered.

To read the benefit, start with the first line in each box, because the first line denotes the **Eligibility Information** of which the other lines in the return box will describe. For example, in Box 3 the **Eligibility Information** is 'Co-Insurance' so in this example, the patient's responsibility for co-insurance would be 20%.

|   | Dian                      | 20130101 20131231   |
|---|---------------------------|---|
|   | Eligibility Information   | Active Coverage   |
| 1 | Service Type              | Health Benefit Plan Coverage  |
| ± | Insurance Type            | Preferred Provider Organization (PPO)   |
|   | Plan Coverage Description | WALMART - HRA - BC/BS BLUECARD PPO  |
|   |                           |   |
|   |                           |   |
|   | Eligibility Information   | Benefit Disclaimer  |
| 2 | Message                   | UNLESS OTHERWISE REQUIRED BY STATE LAW, THIS NOTICE IS<br>NOT A GUARANTEE OF PAYMENT. BENEFITS ARE SUBJECT TO AL<br>CONTRACT LIMITS AND THE MEMBER'S STATUS ON THE DATE OF<br>SERVICE. ACCUMULATED AMOUNTS SUCH AS DEDUCTIBLE MAY<br>CHANGE AS ADDITIONAL CLAIMS ARE PROCESSED. |
|   |                           |   |
|   | Eligibility Information   | Co-Insurance  |
|   | Service Type              | Durable Medical Equipment Purchase  |
| 3 | Qualifier                 | Calendar Year   |
|   | Benefit Percent           | .2  |
|   | Network Plan Indicator    | Network   |
|   |                           |   |
|   | Eligibility Information   | Co-Insurance  |
|   | Service Type              | Durable Medical Equipment Purchase  |
| 4 | Qualifier                 | Calendar Year   |
| - | Benefit Percent           | .2  |
|   | Network Plan Indicator    | Network   |
|   | Facility Type Code        | Emergency Room - Hospital   |
|   |                           |   |
|   | Eligibility Information   | Co-Insurance  |
|   | Service Type              | Durable Medical Equipment Purchase  |
| 5 | Qualifier                 | Calendar Year   |
|   | Benefit Percent           | .5  |
|   | Network Plan Indicator    | Non-Network   |

# FEP / Blue Card Benefits Display Page, Continued.

As previously discussed, each line in each box (Service Type, Insurance Type, Qualifier, Benefit Amount, Network Indicator and Message) describes and refers to the Eligibility Information listed on the first line of each display box.

For example, if you want to view a patient's deductible, you would look in Box 8 below since the **Eligibility Information** line is listed as 'Deductible.' You see that the deductible for this patient is listed as \$3500 on the **Benefit Amount** line. To see how much of the deductible that patient has met you can look in Box 9 where the remaining amount for the deductible is \$0 because the **Qualifier** line value is 'Remaining.' Once you can read and understand the benefit this way, you will notice this type of benefit structure throughout the online FEP/Blue Card member benefits verification.

|               | Eligibility Information  | Active Coverage   |
|---------------|--|---|
|               | Service Type   | Health Benefit Plan Coverage  |
|               | Insurance Type   | Supplemental Policy   |
| <u>6</u>      | Qualifier  | Calendar Year   |
|               | Benefit Amount   | 1000  |
|               | Network Plan Indicator   | Not Applicable  |
|               | Message  | HEALTH REIMBURSEMENT ACCOUNT  |
|               |  |   |
|               | Eligibility Information  | Active Coverage   |
|               | Service Type   | Health Benefit Plan Coverage  |
| 7             | Insurance Type   | Supplemental Policy   |
| <u> </u>      | Qualifier  | Remaining   |
|               | Benefit Amount   | 0   |
|               | Network Plan Indicator   | Not Applicable  |
|               | Plinikiliás lufa maráir a  | Deductible  |
|               |  | Deductible  |
|               | Coverage Level   | Inuivioual<br>Health Report Dian Coverage   |
| 8             | Service Type   | Health Benefit Plan Coverage  |
|               | Qualifier  | Calendar Year   |
|               | Benefit Amount   | 3500  |
|               | Network Plan Indicator   | Network   |
|               |  |   |
|               | Eligibility Information<br>Coverage Level  | Deductible<br>Individual  |
|               | Eligibility Information<br>Coverage Level<br>Service Type  | Deductible<br>Individual<br>Health Benefit Plan Coverage  |
| 9             | Eligibility Information<br>Coverage Level<br>Service Type<br>Qualifier   | Deductible<br>Individual<br>Health Benefit Plan Coverage<br>Remaining   |
| 9             | Eligibility Information<br>Coverage Level<br>Service Type<br>Qualifier<br>Benefit Amount   | Deductible<br>Individual<br>Health Benefit Plan Coverage<br>Remaining<br>0  |
| <u>9</u>      | Eligibility Information<br>Coverage Level<br>Service Type<br>Qualifier<br>Benefit Amount<br>Network Plan Indicator   | Deductible<br>Individual<br>Health Benefit Plan Coverage<br>Remaining<br>0<br>Network   |
| 9             | Eligibility Information<br>Coverage Level<br>Service Type<br>Qualifier<br>Benefit Amount<br>Network Plan Indicator   | Deductible<br>Individual<br>Health Benefit Plan Coverage<br>Remaining<br>0<br>Network   |
| 9             | Eligibility Information<br>Coverage Level<br>Service Type<br>Qualifier<br>Benefit Amount<br>Network Plan Indicator<br>Eligibility Information  | Deductible<br>Individual<br>Health Benefit Plan Coverage<br>Remaining<br>0<br>Network<br>Out of Pocket (Stop Loss)  |
| 9             | Eligibility Information<br>Coverage Level<br>Service Type<br>Qualifier<br>Benefit Amount<br>Network Plan Indicator<br>Eligibility Information<br>Coverage Level  | Deductible<br>Individual<br>Health Benefit Plan Coverage<br>Remaining<br>0<br>Network<br>Out of Pocket (Stop Loss)<br>Individual  |
| 9             | Eligibility Information<br>Coverage Level<br>Service Type<br>Qualifier<br>Benefit Amount<br>Network Plan Indicator<br>Eligibility Information<br>Coverage Level<br>Service Type  | Deductible<br>Individual<br>Health Benefit Plan Coverage<br>Remaining<br>0<br>Network<br>Out of Pocket (Stop Loss)<br>Individual<br>Health Benefit Plan Coverage  |
| <u>9</u>      | Eligibility Information<br>Coverage Level<br>Service Type<br>Qualifier<br>Benefit Amount<br>Network Plan Indicator<br>Eligibility Information<br>Coverage Level<br>Service Type<br>Qualifier   | Deductible Individual Health Benefit Plan Coverage Remaining 0 Network Out of Pocket (Stop Loss) Individual Health Benefit Plan Coverage Calendar Year  |
| 2<br><br>10   | Eligibility Information<br>Coverage Level<br>Service Type<br>Qualifier<br>Benefit Amount<br>Network Plan Indicator<br>Eligibility Information<br>Coverage Level<br>Service Type<br>Qualifier<br>Benefit Amount   | Deductible<br>Individual<br>Health Benefit Plan Coverage<br>Remaining<br>0<br>Network<br>Out of Pocket (Stop Loss)<br>Individual<br>Health Benefit Plan Coverage<br>Calendar Year<br>10000                |
| 9<br>         | Eligibility Information<br>Coverage Level<br>Service Type<br>Qualifier<br>Benefit Amount<br>Network Plan Indicator<br>Eligibility Information<br>Coverage Level<br>Service Type<br>Qualifier<br>Benefit Amount<br>Network Plan Indicator   | Deductible Individual Health Benefit Plan Coverage Remaining 0 Network Out of Pocket (Stop Loss) Individual Health Benefit Plan Coverage Calendar Year 10000 Network                                      |
| <u>9</u>      | Eligibility Information<br>Coverage Level<br>Service Type<br>Qualifier<br>Benefit Amount<br>Network Plan Indicator<br>Eligibility Information<br>Coverage Level<br>Service Type<br>Qualifier<br>Benefit Amount<br>Network Plan Indicator   | Deductible<br>Individual<br>Health Benefit Plan Coverage<br>Remaining<br>0<br>Network<br>Out of Pocket (Stop Loss)<br>Individual<br>Health Benefit Plan Coverage<br>Calendar Year<br>10000<br>Network     |
| 2<br>10       | Eligibility Information<br>Coverage Level<br>Service Type<br>Qualifier<br>Benefit Amount<br>Network Plan Indicator<br>Eligibility Information<br>Coverage Level<br>Service Type<br>Qualifier<br>Benefit Amount<br>Network Plan Indicator<br>Eligibility Information  | Deductible<br>Individual<br>Health Benefit Plan Coverage<br>Remaining<br>0<br>Network<br>Out of Pocket (Stop Loss)<br>Individual<br>Health Benefit Plan Coverage<br>Calendar Year<br>10000<br>Network     |
| <u>9</u>      | Eligibility Information<br>Coverage Level<br>Service Type<br>Qualifier<br>Benefit Amount<br>Network Plan Indicator<br>Eligibility Information<br>Coverage Level<br>Service Type<br>Qualifier<br>Benefit Amount<br>Network Plan Indicator<br>Eligibility Information<br>Coverage Level  | Deductible Individual Health Benefit Plan Coverage Remaining 0 Network Out of Pocket (Stop Loss) Individual Health Benefit Plan Coverage Calendar Year 10000 Network Out of Pocket (Stop Loss) Individual |
|               | Eligibility Information<br>Coverage Level<br>Service Type<br>Qualifier<br>Benefit Amount<br>Network Plan Indicator<br>Eligibility Information<br>Coverage Level<br>Service Type<br>Qualifier<br>Benefit Amount<br>Network Plan Indicator<br>Eligibility Information<br>Coverage Level<br>Service Type                                | Deductible         Individual         Health Benefit Plan Coverage         Remaining         0         Network  |
| 9<br>10<br>11 | Eligibility Information<br>Coverage Level<br>Service Type<br>Qualifier<br>Benefit Amount<br>Network Plan Indicator<br>Eligibility Information<br>Coverage Level<br>Service Type<br>Qualifier<br>Benefit Amount<br>Network Plan Indicator<br>Eligibility Information<br>Coverage Level<br>Service Type<br>Qualifier                   | Deductible         Individual         Health Benefit Plan Coverage         Remaining         0         Network  |
| 2             | Eligibility Information<br>Coverage Level<br>Service Type<br>Qualifier<br>Benefit Amount<br>Network Plan Indicator<br>Eligibility Information<br>Coverage Level<br>Service Type<br>Qualifier<br>Benefit Amount<br>Network Plan Indicator<br>Eligibility Information<br>Coverage Level<br>Service Type<br>Qualifier<br>Benefit Amount | Deductible         Individual         Health Benefit Plan Coverage         Remaining         0         Network  |

# FEP/Blue Card Benefits Display Page, Continued

If your patient is a FEP member, you can also click on the link below to view the current year's benefits in a PDF format.

|              | Show History Add   | Biometrics   |  |
|--------------|--|--|--|
|              | This member has FEP Family Standard Option, o<br>For complete benefit information refer to the S<br>For the previous year's benefit summary, selec | click <u>here</u> to display these benefits.<br>ervice Benefit Plan booklet at <u>www.FEPBlue.org</u><br>t Download > Form Download. |  |
| spon         | se Details:<br>Plan  | 19840108-99991231  |  |
|              | Eligibility Information  | Other or Additional Payor  |  |
| Service Type |  | Health Benefit Plan Coverage   |  |
|              | Insurance Type   | Medicare Part A  |  |
|              | Plan Coverage Description  | PRIMARY OVER 65  |  |
|              | Additional Identification Group or Policy Number   | · · · · · · · · · · · · · · · · · · ·  |  |
|              | Detail Benefit Date Coordination of Benefits   | 20020102   |  |
|              |  | ·  |  |
|              | Eligibility Information  | Other or Additional Payor  |  |
|              | Service Type   | Health Benefit Plan Coverage   |  |
|              | Insurance Type   | Medicare Part B  |  |
|              | Plan Coverage Description  | PRIMARY OVER 65  |  |
|              | Additional Identification Group or Policy Number   |  |  |
|              | Detail Reposit Date Coordination of Reposite   | 20020102   |  |

As a Network provider, it is imperative that you check benefits for your patients. Proper verification of eligibility and benefits only takes a few minutes and can help your practice save hours of administrative time not dealing with unnecessary denials, appeals, and patient billing inquiries.

# **Please Note:**

If your patient is an Out of Area (Blue Card) member and you need further clarification on benefits, please contact the Provider Customer Service number listed on the back of that patient's subscriber ID card. You can also call 1-800-676-BLUE (2583) to be routed to the member's Blue Cross and Blue Shield Plan if your patient doesn't have their ID card. BCBSMS cannot quote benefits for Out of Area members.

If your patient is a FEP member, and you cannot make a determination on how the benefit is administered, please contact 1-800-932-7724.

If your patient is a BCBSMS member and you cannot make a determination on how the benefit is administered, please contact us via Contact Blue.