# Automating Partner: autoposting

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- Partner's "autopip" program can help you post your insurance benefits more quickly.
- Some items may still need to be researched and then posted manually.
- Partner tools include 'autopip', 'erareports', 'pip' and 'oops'

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#### **Automating Partner: autoposting**

- 'autopip' is the tool you will use to automatically distribute benefits to many patients at the same time.
- Once you have signed up with a payor to receive Electronic Remittance Advice (ERA) files from a payor, you may start using 'autopip' to post them.
- Payors offering free ERA services are listed at http://www.pedsource.com/era (sign up here)

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- Once you start receiving ERAs (kind of like email), they appear in 'autopip' and in 'erareports'
- 'autopip' acts as your TO DO list. As you apply the benefits from any ERA, that ERA is removed from the list (as it's been posted).
- 'erareports' is your archive, showing you every single ERA you have ever received, and it's current status.

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 To post an ERA in 'autopip', simply select it and press <F1>

		Autopost - ERA Se	lect List P:	ige 1	of 1
	Date		Check#		eck Amount
x	06/26/13	Blue Cross Blue Shield Of Verm	1455205	ş	7026.13
	06/26/13	Blue Cross Blue Shield Of Vt	1457472	s	1859.38
		Federal Employee Program	405836	s	1160.58
	06/26/13	The Vermont Health Plan	1456807	s	2320.36
	06/27/13	Greatwesthealthcare-Cigna	713605139	s	109.24
	06/28/13	Blue Cross Blue Shield Of Verm	1458152	s	2048.88
	06/28/13	Blue Cross Blue Shield Of Vt	1459388	s	322.37
	06/28/13	The Vermont Health Plan	1459017	s	669.14
	06/29/13	Greatwesthealthcare-Cigna	20130628103000340EZPS	) S	0.00
	07/02/13	Aetna	813177440002319	Ś	689.90
	07/03/13	Cigna Health And Life Insuranc	130628070007706	Ś	595.18
	Post Favments	Select Select View & All None Post	Not Yet Printed Rema		

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- 'autopip' will post as many items as it can for you automatically, the rest drop to a manual report, for manual posting with 'pip'.
- 'autopip' needs to be 100% certain that it's posting the right benefit to the right visit, in order for it to post automatically.
- Automatically posting the wrong item may take months to come to your attention!

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# Automating Partner: autoposting 'autopip' can automatically post Claim Adjustment Reason Codes (CARC), if configured. -45 Charge exceeds fee schedule/maximum allowable or contracted/legislated fee arrangement. -28 Coverage not in effect at the time the service was provided. 97 The benefit for this service is included in the payment/allowance for another service/procedure that has already been adjudicated.

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• Configuration Editor (ced), ECS Program Config, Ques #30:



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• 'autopip' can also work with 'allowedit' and drop under payments to the manual report automatically!



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• CAUTION: At first use, 'autopip' drops all CARC values to the manual report. As you learn more about CARC values, you may wish to teach 'autopip' which codes it should post automatically. This means that over time 'autopip' will be able to post more and more of each subsequent check. But at first it is cautious and will not automatically post anything with a CARC associated. Stick with it and learn how to help 'autopip' grow with your practice.



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- CAUTION: Missing ERAs Payors often use two systems, one to send payments, and another to send ERA's. While these systems often work together, there are times when you may receive one but not the other. Give it a few days. Then call the payor to confirm what they sent, and when. Finally call PCC with these four details:
  - Payor: BCBS
  - ERA/Check#: 1234567890
  - Amount: \$2,145.15
  - Payor Sent this out on: 06/14/13

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Any 'autopip' configuration questions?





# Thank You!

