



Accessing the Remittance Advice via Provider Web Portal

Providers and authorized staff can view a Remittance Advice (RA) via the Enterprise Provider Web Portal at any time. Just follow these simple steps to access, view and save online Remittance Advice documents in ND Health Enterprise MMIS.

Payment Inquiry Steps





Step 2: Enter the User ID and Password

(IMPORTANT NOTE: Be sure to confirm that the individual logging in has the appropriate security role to view the Remittance Advice. This must be granted by the provider Organization Administrator.)

Home Program	▶ Member ▶ Provider ▶ Documentation ▶ Directories ▶			
Quick Links □ ProviderManuals ProviderManuals FAQ Billing Manuals Messages & Announcements News □ Governor's Task Force on	Provider The ACS Health Enterprise Portal is a state-of-the-art electronic health care administration system that gives patients, doctors, pharmacists and other users easy, secure and efficient access to health care information.	ProviderLegin To access secure areas of the portal, please log in by entering your User ID and pessword. User ID: BLAWLOR Password: Forgot User Name or Password ?		
cess to Affordable ealth Insurance.	©2015 Affiliated Computer Services, Inc. All Rights Reserv Privacy Policy Site Map Terms of Use Browser Requirements Acces	ed. ssibility Compliance		

Home Memb	er ▶ Provider ▶	Claims 🔻 EDI 🕨	Authorizations 🕨	My Account 🕨					
		Create Claims Manage Claims	> >						
Quick Links Print =	Provider Message		•			Print Help			
		Manage Templates				Del			
Add Service Location Trading Partner Enrollment Provider Manuals Provider Inquiry/Update Request Provider Training Registration Provider FAQ Provider FAQ Provider Resources Messages & Announcements News Covernor's Task Force on Access to Affordable Health Insurance	Status 🌲	Claim Status Inqui Payment Inquiry 1099 Inquiry	ry	Date 🔶	Subject 🖕	÷			
		Pharmacy Claims) → m	<u>11/05</u>	New Document for Online Viewing:	4			
			YSTEM, SYSTEM	11/04	New Document for Online Viewing:	4			
			YSTEM, SYSTEM	11/02	New Document for Online Viewing:	4			
			YSTEM, SYSTEM	10/29	New Document for Online Viewing:	4			
			YSTEM, SYSTEM	08/12	New Document for Online Viewing:	<u>A</u>			
			YSTEM, SYSTEM	08/05	New Document for Online Viewing:	4			
			YSTEM, SYSTEM	08/03	New Document for Online Viewing:	<u>A</u>			
			Labissoniere, Lisa	07/29	Test Message				
			YSTEM, SYSTEM	07/29	New Document for Online Viewing:	4			
	1-9 of 9	1-9 of 9							

<u>Step 3</u>: Select <u>Claims</u> > <u>Payment Inquiry</u> from the top menu bar on your Home page.

<u>Step 4</u>: The Payment Inquiry search page is presented.

Home Mem	iber 🕨 Provider 🕨 Claims 🕨	EDI Authorizations	▶ My Account ▶	
Payment Inquiry				Print Help - 🗆
*Required Field				
No more than 100 results v	vill be returned. Please refine your s	search to limit the number	of search results.	
Payment Information				
*Provider ID 2543020	Begin Date	End Date		
				Search Reset

<u>Step 5</u>: Enter a Begin Date and End Date for your search. Then click Search.

(NOTE: Begin and end dates are not required, however, this will save time and refine returned search results.)

If no dates are entered, the search will return all results using the Provider ID assigned to the User ID entered in Step 2.

North Da	akota MMIS Web Portal		Nov 5, 2015 Skip Navigation Contact Us Help Search Log out
Home	Member → Provider → Claims →	EDI I Authorizations My Account	
Payment Inquiry			Print Help 🗕 🗖
*Required Field			
No more than 100 resu	ults will be returned. Please refine your s	search to limit the number of search results.	
Payment Informat	tion		
*Provider ID 1461905	Begin Date 10/01/2015	End Date 11/05/2015	
			Search Reset
		©2015 Affiliated Computer Services, Inc. All Righ Privacy Policy Site Map Terms of Use Browser Requiremen	

<u>Step 6</u>: *Remittance Advice documents for the specified date range or User ID (depending upon search criteria in Step 5) are displayed. Results can be sorted by clicking on the up or down arrow at the top of any column:*

- Paid Date
- Check/ EFT Number
- Reimbursement Amount
- RA Number

Payment Inquiry					Print Help _
*Required Field					
No more than 100 results	will be returned. Please refine your sear	ch to limit the number of sea	rch results.		
Payment Information					
*Provider ID 1461905	Begin Date 10/01/2015	End Date 11/05/2015			
SEARCH RESULTS					Search
Below is a list of payments Provider ID: 1461905	s that met your search criteria for the se	elected Provider ID. Print Ima	ge RAs are available in PDF format. PDF format files o	an be read using the	free Adobe Acrobat Reader from Adobe.
Paid Date 👗	Check/EFTNumber 🗘		Reimbursement Amount 🗘		Print Image RA ≑
10/11/2015	0		\$0.00		<u>9075</u>
10/30/2015	0		\$0.00		10237
1 - 2 of 2	Pi	©2015 Affiliate ivacy Policy Site Map Te	d Computer Services, Inc. All Rights Reserved. rms of Use Browser Requirements Accessibility C	ompliance	

<u>Step 7</u> Open/download the specific RA selected for review by clicking on the underlined RA number in the Print Image RA column. The pop-up message will ask if the file is to be opened or saved. To simply view the RA, select "Open." To review and store the file on your computer, select "Save".

			S					
orth Dakota MMIS Web Portal - Windows Internet Ex	🖉 http://uat.mmis.nd.gov/wps/PA_ProviderClaims/ClaimPay							
- 🖉 🖉 http://uat.mmis. nd.gov /portal/wps/m	http://uat.mmis.nd.gov/wps/PA_ProviderClaims/ClaimPaymentDownloadSer	er POPKCAvuuqO-yr9nCpqxNkUJgI5V5KWKi 🗸 🐓 🗙 👂 Google						
avorites 🛛 👍 🕨 Suggested Sites 🔻 🏧 ND - UA		enApp - Applicatio 🔤 PRM 🔀 ENV57						
lorth Dakota MMIS Web Portal		🔄 🔻 🖾 👻 🖃 🖶 Zafety 🔻 T <u>o</u> o	ıs • 🔞 •					
North Dakota MMIS W		Nov 5, 20 Skip Navigation Contact Us Help Search Log o						
Home Member > Provid								
Payment Inquiry	File Download	Print Help = C	6					
*Required Field	Do you want to open or save this file?		1					
No more than 100 results will be returned.	Do you want to open or save this file?		1					
Payment Information	Name: OPR-PAY-127_BATCH_2015-10- Type: Adobe Acrobat Document	0-11_1000469.pdf						
*Provider ID Begin D	From: uat.mmis.nd.gov							
1461905 10/01/2		Cancel Search Rese	t					
SEARCH RESULTS								
Below is a list of payments that met your s from Adobe.	While files from the Internet can be useful, son harm your computer. If you do not trust the sou save this file. What's the risk?	ome files can potentially ource, do not open or format files can be read using the free Adobe Acrobat Reader						
Provider ID: 1461905								
Paid Date 👻 Check/		🗘 Print Image RA 🛟						
10/11/2015 0		9075						
10/30/2015 0		10237						
1 - 2 of 2	😜 Internet Protected Mode: On 🦓 👻 🔍 110% 👻	al la companya de la	1					
			_					

©2015 Affiliated Computer Services, Inc. All Rights Reserved.

Step 8: <u>Viewing the Remittance Advice</u>: Click Open – RA will be displayed on the browser screen. You can review multiple pages by moving the bar on the right side of the screen up and down, as desired.

DPR-PAY-1	27_BATCH_20	15-10-11_1	00469[1]	.pdf - Ado	be Reade	er	_				 -	-		_					- 0	x
<u>File Edit V</u> i																				×
ि 🔒 🕹	· 🌍 ·	ê 🐥 🛛	1 / 7	0	107%	•		Fir	nd	•										
				II			00000													
F O		DENIED	-	e ID: 10	000469		Rei	mittan	ice No: 9075	5		EFT/Check	k Number:	: 0	Payme	nt Date:	10/11/20	015		Ţ

Step 9: Saving the Remittance Advice: A pop-up message will confirm that the file download is complete. To open the file directly, click "Open". To open the folder where the file downloaded to your computer, click "Open Folder".

Download complete	J
Download Complete	
TCH_2015-10-11_1000469.pdf from uat.mmis.nd.gov	
Downloaded: 185KB in 1 sec	
Download to:\OPR-PAY-127_BATCH_2015-10-11_1000469.pdf Transfer rate: 185KB/Sec	
Close this dialog box when download completes	
Open Open Folder Close	

The Remittance Advice documents are stored on the Enterprise Provider Web Portal and remain available for viewing by authorized users. Providers are not required to download and save the weekly RA to their personal computer for future access.