

## Remittances in My Insurance Manager<sup>SM</sup>

Remittances are available in My Insurance Manager for both health care professionals and institutions.

To view remittances, log in to My Insurance Manager. Then click on “Remittance Information” in the top menu.

### Location Selection List

**My Insurance Manager<sup>SM</sup> Healthcare Professionals**

Health Dental

Claims Status | Eligibility and Benefits | Professional Claim Entry | UB-92 Claims Entry | Authorization/Pre-Certification/Referral

Verify Primary Care Physician | Other Health Insurance | **Remittance Information** | Modify Profile | Your Mailbox | Your Patient Directory

Home | Print | Logout

You are signed in as Dr. Blue, Blue Family Practice.

**Remittance Information**

**Location Selection**  
Please choose a Primary ID to view its remittances. You can also choose to view remittances for all locations.

Primary ID ▲	Provider Name	Address	City
<a href="#">3333333330</a>	BLUE FAMILY PRACTICE	100 MAPLE ST	COLUMBIA
<a href="#">4444444440</a>	BLUE GENERAL HOSPITAL	200 HOSPITAL CT	COLUMBIA

[View Remittances for All Locations](#)

Cancel

Please note: If you are using a modem with a dial-up connection (56kb), we do not recommend viewing or printing remittances because you may experience a slow response.

Choose the location for the remittances you want to view. To view all remittances associated with your Tax ID, click on “View Remittances for All Locations.”

**Note:** Remittance searches will differ for atypical and non-atypical providers or locations. The law does not require an atypical provider or location to have an NPI. A non-atypical provider or location must have an NPI.

Only non-atypical locations with National Provider Identifiers (NPIs) will appear on the Location Selection list. To look up remittances for claims you filed without an NPI — whether for atypical or non-atypical locations — you **must** click on “View Remittances for All Locations.”

If there is no NPI associated with your Tax ID, the Location Selection page will not appear. My Insurance Manager will go directly to the Search Options screen and automatically search for remittances for all locations associated with your Tax ID.

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<sup>SM</sup>My Insurance Manager is a Service Mark of BlueCross BlueShield of South Carolina.

Search Options Screen

Choose a remittance type: Professional or Institutional.

There are three choices for selecting dates for your search:

1. **Current Month** searches for remittances loaded during the current calendar month.
2. **Specific Date** searches for remittances loaded on a particular day.

3. **Date Range** searches for remittances loaded during a range of dates (up to 90 days).

After choosing the remittance type and date(s), click Continue.

Remittance Selection List (One Location)

The screenshot shows a web browser window titled "My Insurance Manager for Healthcare Professionals - Microsoft Internet Explorer provided by BCBSSC". The page header includes "My Insurance Manager Healthcare Professionals" and navigation tabs for "Health" and "Dental". A menu bar contains links for "Claims Status", "Eligibility and Benefits", "Professional Claim Entry", "UB-92 Claims Entry", "Authorization/Pre-Certification/Referral", and "EDI". A secondary menu bar includes "Verify Primary Care Physician", "Other Health Insurance", "Remittance Information", and "Your Patient Directory". The user is logged in as "Dr. Blue, Blue Family Practice".

The main content area is titled "Remittance Information" and "Remittance Selection". It displays the following details:

- Remittance Type: **Professional**
- Primary ID: **222222220**
- Plans Included: **BlueCross BlueShield of South Carolina, State Health Plan, BlueChoice HealthPlan and FEP**
- Search Date(s): **5/1/2008 through 5/8/2008**

A message states: "We found remittances for the requested dates. (You will need [Adobe Acrobat Reader](#) to view or print items on this page.)"

A note reads: "Please note: Large remits are divided into 50-page sections. We've indicated them with 'Large Remit Section.'"

Date on Remit	Remit Description	Provider Number on Remit
<a href="#">05/07/2008</a>	<a href="#">State Health Plan Professional Remit</a>	<a href="#">222222220</a>
<a href="#">05/05/2008</a>	<a href="#">State Health Plan Professional Remit</a>	<a href="#">222222220</a>
<a href="#">05/05/2008</a>	<a href="#">BlueCross Professional Remit</a>	<a href="#">222222220</a>
<a href="#">05/05/2008</a>	<a href="#">FEP Professional Remit</a>	<a href="#">222222220</a>
<a href="#">05/05/2008</a>	<a href="#">BlueChoice HealthPlan Professional Remit</a>	<a href="#">222222220</a>

At the bottom of the page, there are two buttons: "Back" and "Choose a Different Location".

A list of remittances fitting your search criteria will appear. To view a remittance from the list, click on a remittance link.

In this example, we chose a particular location from the Location Selection list (see page 1). Remember, this option will show remittances for claims you filed with an NPI. To view remittances for claims you filed without an NPI for this location, choose "View Remittances from All Locations" in the Location Selection screen. To go back to the Location Selection screen from this screen, click on "Choose a Different Location."

Remittance Selection List (All Locations)

**Remittance Information**

**Remittance Selection**

Remittance Type: **Professional**  
 Primary ID: **22222220**  
 Plans Included: **BlueCross BlueShield of South Carolina, State Health Plan, BlueChoice HealthPlan and FEP**  
 Search Date(s): **05/01/2008 through 05/08/2008**

We found remittances for the requested dates. (You will need [Adobe Acrobat Reader](#) to view or print items on this page.)

Please note: Large remits are divided into 50-page sections. We've indicated them with "Large Remit Section."

Date on Remit	Remit Description	Provider Number on Remit
<a href="#">05/07/2008</a>	<a href="#">State Health Plan Professional Remit</a>	<a href="#">22222220</a>
<a href="#">05/07/2008</a>	<a href="#">State Health Plan Professional Remit</a>	<a href="#">22222220</a>
<a href="#">05/07/2008</a>	<a href="#">State Health Plan Professional Remit</a>	<a href="#">22222220</a>
<a href="#">05/07/2008</a>	<a href="#">State Health Plan Professional Remit</a>	<a href="#">22222220</a>
<a href="#">05/07/2008</a>	<a href="#">State Health Plan Professional Remit</a>	<a href="#">22222220</a>
<a href="#">05/05/2008</a>	<a href="#">State Health Plan Professional Remit</a>	<a href="#">22222220</a>
<a href="#">05/05/2008</a>	<a href="#">State Health Plan Professional Remit</a>	<a href="#">22222220</a>
<a href="#">05/05/2008</a>	<a href="#">State Health Plan Professional Remit</a>	<a href="#">22222220</a>
<a href="#">05/05/2008</a>	<a href="#">State Health Plan Professional Remit</a>	<a href="#">22222220</a>
<a href="#">05/05/2008</a>	<a href="#">State Health Plan Professional Remit</a>	<a href="#">22222220</a>
<a href="#">05/05/2008</a>	<a href="#">State Health Plan Professional Remit</a>	<a href="#">22222220</a>
<a href="#">05/05/2008</a>	<a href="#">State Health Plan Professional Remit</a>	<a href="#">22222220</a>
<a href="#">05/05/2008</a>	<a href="#">WSRC Professional Remit</a>	<a href="#">22222220</a>
<a href="#">05/05/2008</a>	<a href="#">SCHIP Professional Remit</a>	<a href="#">22222220</a>
<a href="#">05/05/2008</a>	<a href="#">SCHIP Professional Remit</a>	<a href="#">22222220</a>
<a href="#">05/05/2008</a>	<a href="#">BlueCross Professional Remit</a>	<a href="#">22222220</a>
<a href="#">05/05/2008</a>	<a href="#">BlueCross Professional Remit</a>	<a href="#">22222220</a>
<a href="#">05/05/2008</a>	<a href="#">BlueCross Professional Remit</a>	<a href="#">22222220</a>
<a href="#">05/05/2008</a>	<a href="#">BlueCross Professional Remit</a>	<a href="#">22222220</a>
<a href="#">05/05/2008</a>	<a href="#">BlueCross Professional Remit</a>	<a href="#">22222220</a>
<a href="#">05/05/2008</a>	<a href="#">BlueCross Professional Remit</a>	<a href="#">22222220</a>
<a href="#">05/05/2008</a>	<a href="#">BlueCross Professional Remit</a>	<a href="#">22222220</a>
<a href="#">05/05/2008</a>	<a href="#">BlueCross Professional Remit</a>	<a href="#">22222220</a>
<a href="#">05/05/2008</a>	<a href="#">BlueCross Professional Remit</a>	<a href="#">22222220</a>
<a href="#">05/05/2008</a>	<a href="#">FEP Professional Remit</a>	<a href="#">22222220</a>

Back    Choose a Different Location

Choosing "View Remittances for All Locations" from the Location Selection screen (page 1) shows remittances for all locations associated with your Tax ID. The list includes remittances for claims you filed with and without NPIs.

**Please note:** To view remittances generated prior to May 20, 2007, you must use the "View Remittances for All Locations" option. In addition, if you are searching institutional remits using Adobe Acrobat Reader 7.0 prior to 05/01/08 you will receive the following message:


**Please note:**

- If you have Adobe Acrobat Reader 7.0 and want to search an institutional remit prior to 5/1/2008, put a space between each character. For example, type "S m i t h" instead of "Smith". Outpatient and professional remits do not have this issue.

Sample Remittance

My Insurance Manager REMIT - Microsoft Internet Explorer provided by BCBSSC

PAGE 001    05/08/2008    2222222220    CHECK NUMBER 000000001



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BLUE FAMILY PRACTICE  
100 MAPLE ST  
COLUMBIA SC 29203

DUPLICATE COPY

PHYSICIAN NUMBER OR EIN	DATE OF SERVICE	PROCEDURE	CHARGE SUBMITTED	COVERED CHARGE	AMOUNT ALLOWED	PATIENT LIABILITY				PAYMENT	MESSAGE
						DEDUCT.	COPAY	COIN.	OTHER		
ACCT# * 8888888888	05/01/08	99213	137.00	137.00	67.00	.00	10.00	.00	.00	57.00	367
8888888888	05/01/08	90702	21.71	21.71	21.71	.00	.00	.00	.00	21.71	367
8888888888	05/01/08	90472	.00	.00	.00	.00	.00	.00	.00	.00	025
		CLAIM TOTAL	158.71	158.71	88.71	.00	10.00	.00	.00	78.71	

1 of 2

[Close Report](#)  
[Ask Provider Services](#)

This is an example of a professional remittance in My Insurance Manager. From this screen, you may print the remittance, or search it for a particular patient or claim number. You may also print and search institutional remittances.