

BLENDING CAPITATION – RECONCILING ROSTERED BILLS IN SUBMITTED STATUS

When traditional billing is submitted to MCP and electronic billing remittances are enabled for a Provider, the bills reconcile in EMR to become “Fully Paid”, “Partial”, “Refused”, or “Overpaid”. The roster fee codes bills that are submitted as part of the Blended Capitation Model are zero-dollar bills and therefore, nothing is sent back to EMR to reconcile payment. As such, these bills will remain in a “Submitted” status until they are manually reconciled.

To reconcile these bills, you will need to call TELUS to request those bills be reverted to a “Pending” status. This is because you cannot reconcile a bill while it is in a “Submitted” status.

Once TELUS has reverted the bills into pending, you will find them in:

- Ministry Claims Dashboard under the Pending Bills widgets


| Pending Bills over 48 hrs | |
|--------------------------------|-----------------------------|
| Grouped by: Attending Provider | Statistic: Count Limit: All |
| Test Test | Count 1 |
| Total | 1 |

| Today's Pending Claims | |
|---------------------------------------|-----------------------------|
| Grouped by: Attending Provider | Statistic: Count Limit: All |
| <i>No data found matching filter.</i> | |

| All Pending Claims | |
|--------------------------------|-----------------------------|
| Grouped by: Attending Provider | Statistic: Count Limit: All |
| Test Test | Count 1 |
| Total | 1 |

OR

- My Bills icon

My Bills 

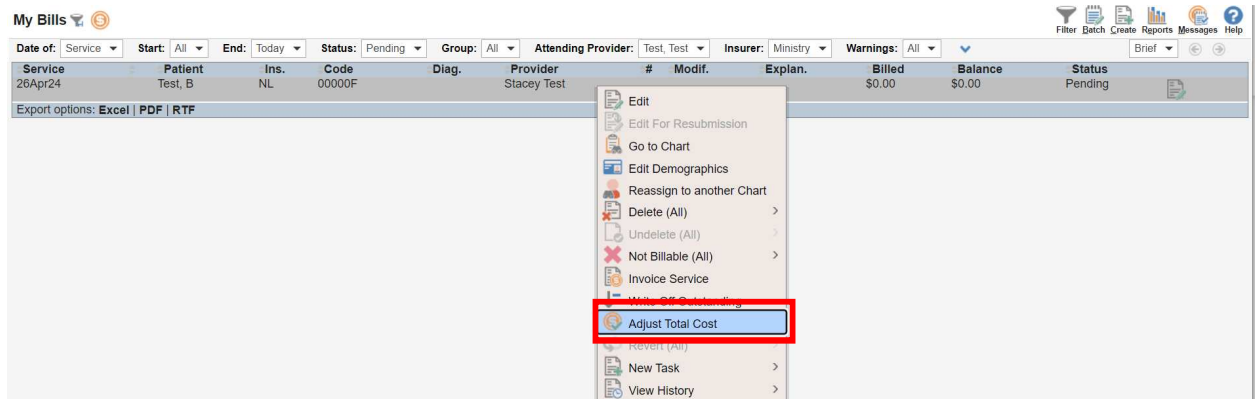
Date of: Service Start: All End: Today Status: Pending Group: All Attending Provider: Test, Test Insurer: Ministry Warnings: All

| Service | Patient | Ins. | Code | Diag. | Provider | # | Modif. | Expirat. | Billed | Balance | Status |
|---------|---------|------|--------|-------|-------------|---|--------|----------|--------|---------|---------|
| 26Apr24 | Test, B | NL | 00000F | | Stacey Test | | | | \$0.00 | \$0.00 | Pending |

Export options: Excel | PDF | RTF


Reconciling the bills individually

To reconcile the bill, you can right-click on the bill and select “Adjust Total Cost” which will mark the bill as “Fully Paid”.



Reconciling the bills in a batch

Alternatively, you can batch reconcile the bills by:

- Set your Filter (criteria) to include only the bills you want to reconcile
 - i.e. only 00000F, 00000M, and 000000 codes or service dates
- Clicking the Batch icon in the top right corner of the screen.
- Under Batch Update, select “Adjust Total Cost”.
- When you are ready, click the gears icon , which will batch Adjust Total Cost for any bills visible in the list.

