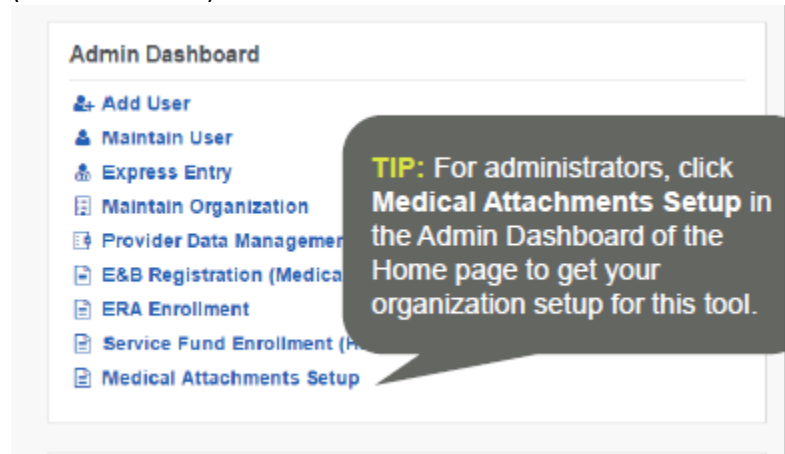


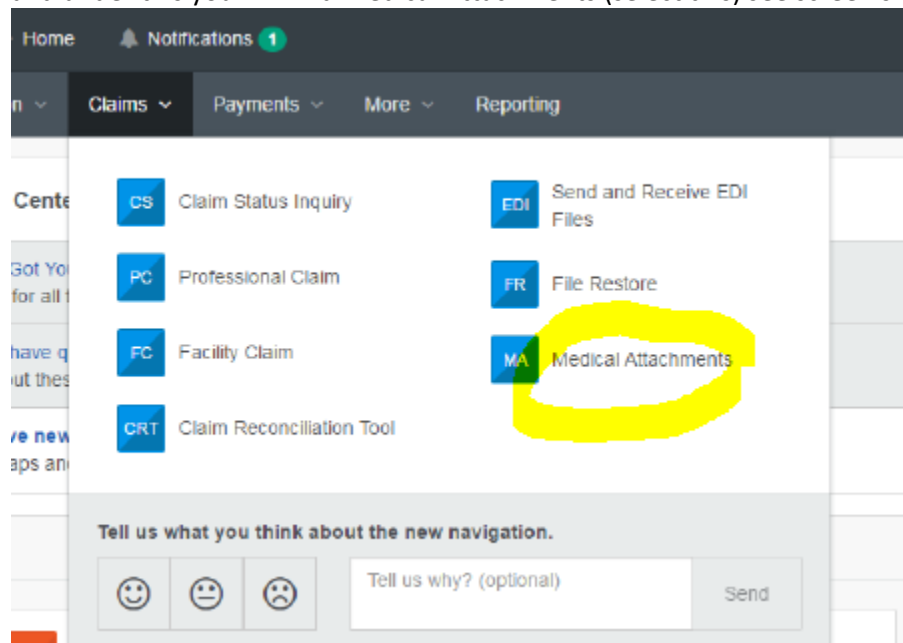
Here is some guidance in submitting the documentation with your claim, in Availity.

To begin:

1) You will need the Administrator of your account to set up access/use of the Medical Attachment Tool (See screen shot)



2) Once set up for this kind of service, return to your homepage of Availity.... And then select CLAIMS and under this you will find Medical Attachments (select this) see screen shot:



3) From here you then upload the documents and manage all the information. You use this tool to send the supporting documentation to Amerigroup. Be sure to include all applicable information it asks for, which includes dates of service/type of service attached to this SCA.

Medical Attachments

Requests Send Attachment Setup

Work Queue 0 In Progress 0 History 4 Archive 3

d e

Sort Q

STATUS	PATIENT	PROVIDER	SERVICE
ACCEPTED 04/22/2016 AMERIGROUP 20160422154537ATTACHMENT SAMPLE.JPG	SANDY JONES XJBH123456789 XJBH123456879	SMITH 3234567899	\$0.00 ⊕ ⊖
ACCEPTED 04/22/2016 AMERIGROUP 20160422154642ATTACHMENT SAMPLE.JPG	SANDY JONES XJBH123456789 XJBH123456879	SMITH 3234567899	\$0.00 ⊕ ⊖
CANCELLED 03/19/2016 FLORIDA BLUE XJBH99999999	JANE DOE XJBH99999999 XJBH99999999	AVAILITY PRODUCTION VALIDATION 3234567899	\$100.00 ⊕ 03/18/2016 ⊖ 03/18/2016
CANCELLED 03/19/2016 FLORIDA BLUE XJBH1111111111	JOHN DOE XJBH1111111111 XJBH1111111111	AVAILITY PRODUCTION VALIDATION 3234567899	\$25.00 ⊕ 03/18/2016 ⊖ 03/18/2016

a

While on the In Progress, History (pictured), and Archive tabs, click an item on the left (a) to displays its information on the right (b). For the selected record, click Download (c) to download what you sent to the payer. Use sort (e), filter (e), and advanced filter (f) options to help navigate the list.