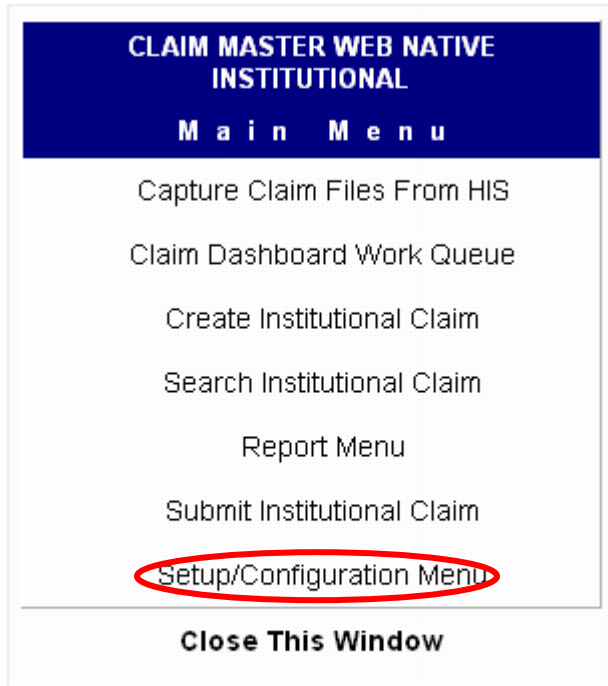


If the payer name on your Imported Claim file is not mapped – all claims will drop to paper. You can have multiple spellings on your import file and each spelling will need to be mapped.

How to map payer names:

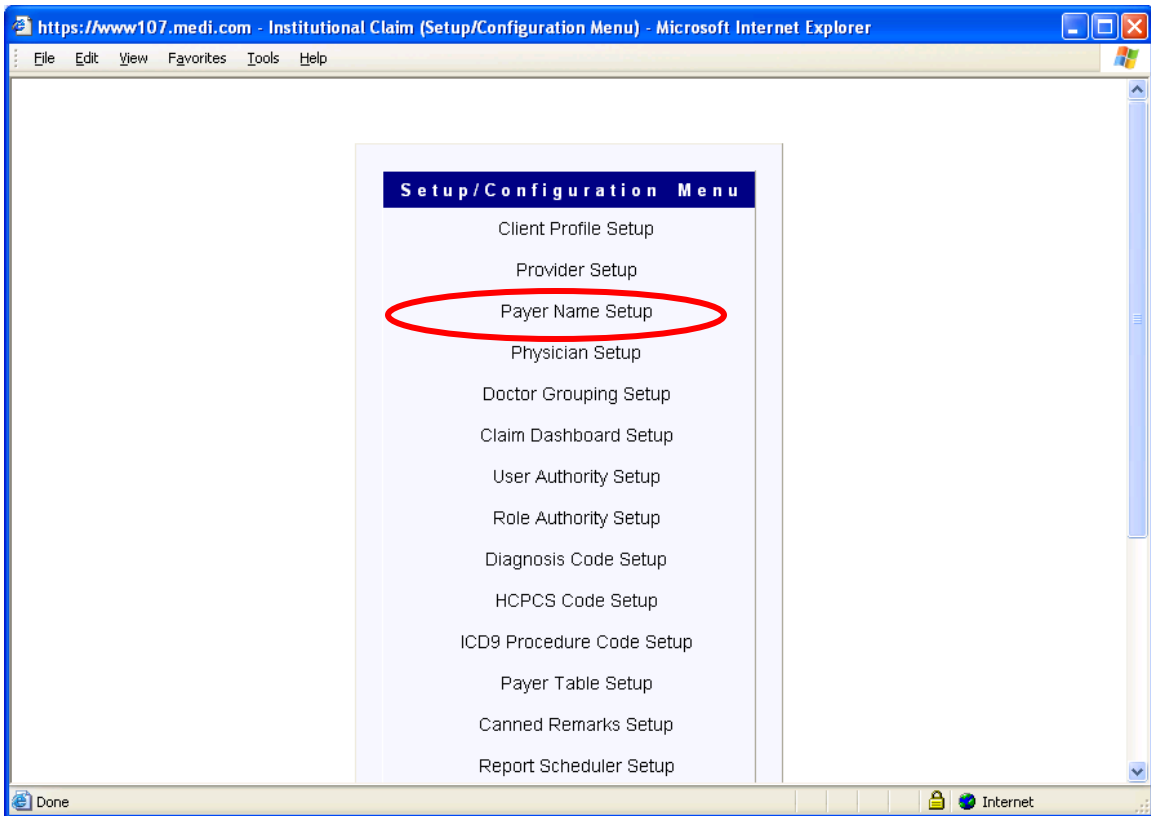
Log in as normal to Claim Master

Go to the Main Menu

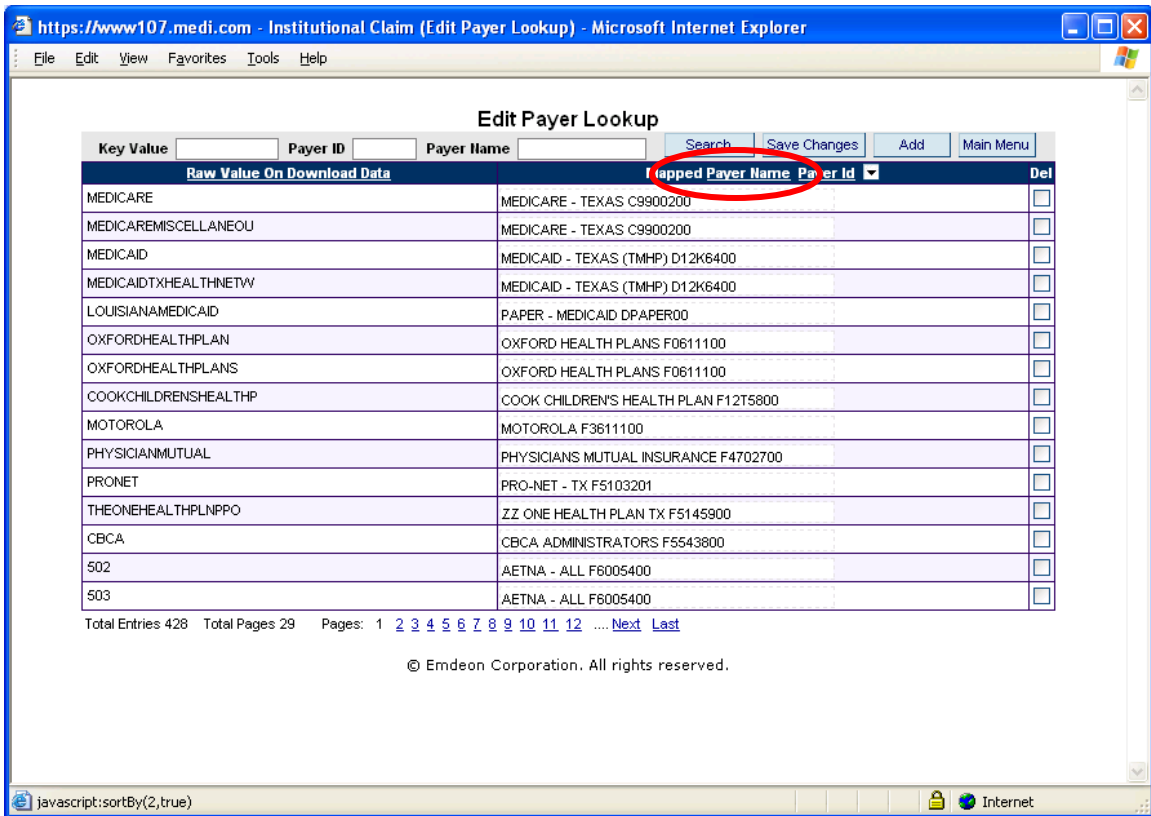


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Click on the Setup/Configuration Menu



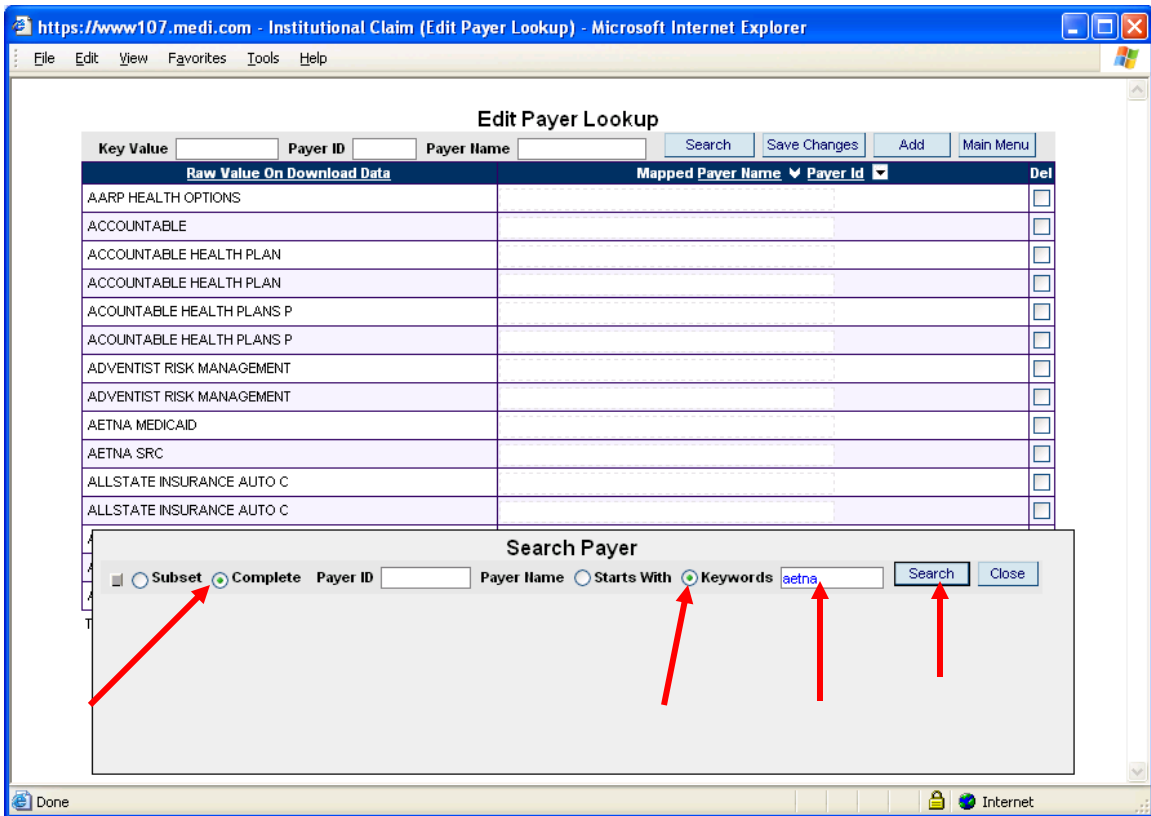
Click on payer name setup



Click on Payer Name on the Right side of the screen twice. This will reverse the sort order of the name.
If the left column is blank (as shown below) then the name is not mapped and the claims will not go out electronically.

The screenshot shows a web browser window with the URL <https://www107.medi.com>. The page is titled "Edit Payer Lookup" and contains a table with the following columns: "Key Value", "Payer ID", "Payer Name", "Mapped Payer Name", and "Payer Id". The "Mapped Payer Name" column has a dropdown arrow next to its header. A red arrow points to this dropdown arrow. The table lists various payer names, such as "AARP HEALTH OPTIONS", "ACCOUNTABLE", "ACCOUNTABLE HEALTH PLAN", "ACCOUNTABLE HEALTH PLANS P", "ADVENTIST RISK MANAGEMENT", "AETNA MEDICAID", "AETNA SRC", "ALLSTATE INSURANCE AUTO C", "ALLSTATE WORKPLACE DIVISI", and "AMERICAN HEALTH GROUP, IN". The "Mapped Payer Name" column is currently blank for all entries. Below the table, there are pagination controls: "Total Entries 428", "Total Pages 29", and "Pages: 1 2 3 4 5 6 7 8 9 10 11 12 ... Next Last". At the bottom, there is a copyright notice: "© Emdeon Corporation. All rights reserved."

To map a payer to the electronic id, click on the drop down arrow. This will bring up the payer search screen.



- Click the button next to Complete
- Click the button next to Keywords
- Type in the payer name
- Click Search

https://www107.medi.com - Institutional Claim (Edit Payer Lookup) - Microsoft Internet Explorer

File Edit View Favorites Tools Help

Edit Payer Lookup

Key Value Payer ID Payer Name Search Save Changes Add Main Menu

Raw Value On Download Data	Mapped Payer Name	Payer Id	Del
AARP HEALTH OPTIONS			<input type="checkbox"/>
ACCOUNTABLE			<input type="checkbox"/>
ACCOUNTABLE HEALTH PLAN			<input type="checkbox"/>
ACCOUNTABLE HEALTH PLAN			<input type="checkbox"/>
ACCOUNTABLE HEALTH PLANS P			<input type="checkbox"/>
ACCOUNTABLE HEALTH PLANS P			<input type="checkbox"/>
ADVENTIST RISK MANAGEMENT			<input type="checkbox"/>
ADVENTIST RISK MANAGEMENT			<input type="checkbox"/>
AETNA MEDICAID			<input type="checkbox"/>
AETNA SRC			<input type="checkbox"/>
ALLSTATE INSURANCE AUTO C			<input type="checkbox"/>
ALLSTATE INSURANCE AUTO C			<input type="checkbox"/>

Search Payer

Subset
 Complete
 Payer ID
 Payer Name
 Starts With
 Keywords
 Search Close

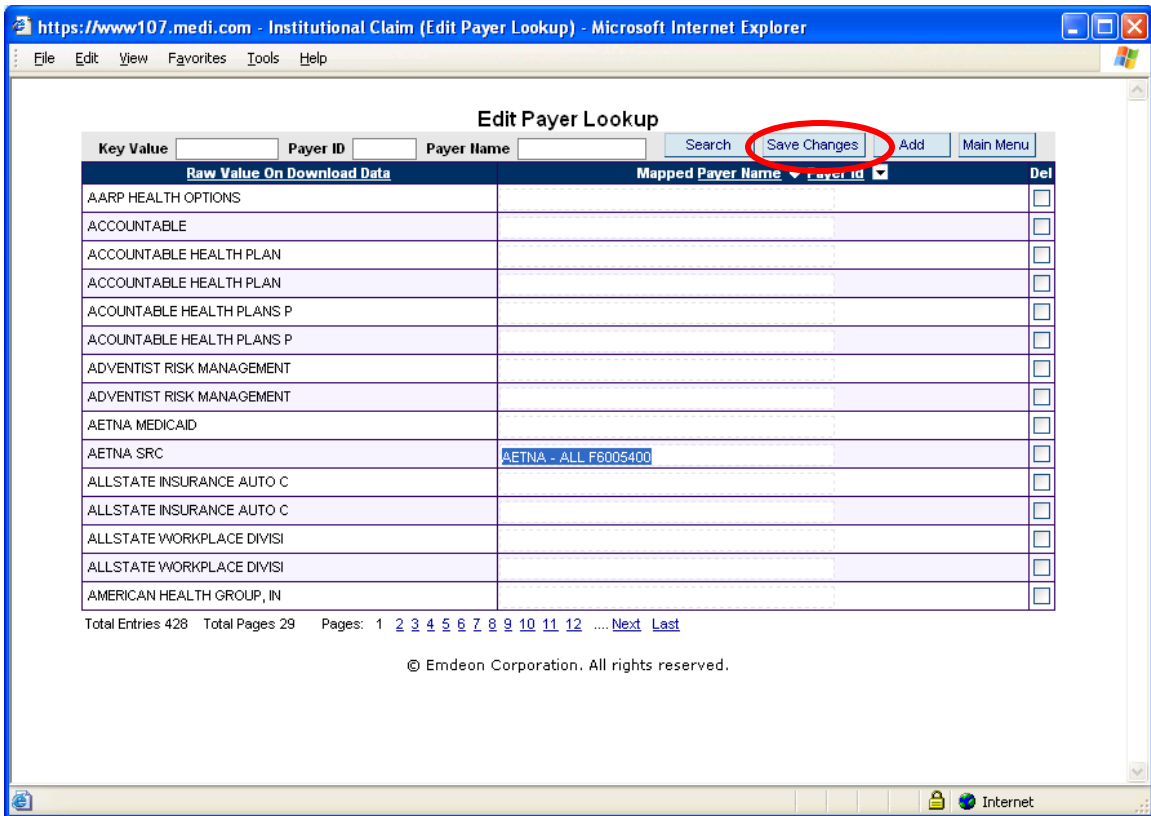
Payer Name	Payer Id	Payer Name	Payer Id	Payer Name	Payer Id
AETNA	F6005406	AETNA - MANAGED CHOICE	F6005402	MEDICARE - AETNA CLEARWATER	C5110000
AETNA	F6005404	AETNA - PPO	F6005403	MEDICARE - AETNA FARMINGTON	C5107000
AETNA (POINT OF SVC 2)	F6005401	AETNA AFFORDABLE HEALTH CHOICE	F5760400	MEDICARE - AETNA PETALLUMA	C5105100
AETNA - ALL	F6005400	DIAMOND MNT AETNA SELECT CHIOC	F9916900	MEDICARE - AETNA WASHINGTON	C5139000
AETNA - ENCOUNTERS	F9913800	DIAMOND MNU AETNA SR	F9917000	SCRIPPS AETNA RAD ONC CAP MSO	F9911400

Total Entries 17 Total Pages 2 Pages: 1 2 [Next](#) [Last](#)

If multiple entries come up, choose the payer id or name that best fits the plan you are billing to.

In the example above, you will choose Aetna – All

Click in the box of the payer you want and drag it to the left column beside the name of the plan.



Once you have the name in place, click on the Save Changes button.

If you cannot find a payer in the Search Screen, then go to www.emdeon.com

Click on Business Services

Click on Payer List

Search for the Payer Name

If the payer name is found on the payer list, but not in Claim Master, you will need to open a ticket with the Helpdesk to have the payer added to Claim Master.

If the payer name is not found, Emdeon does not have connectivity to that payer yet.

Emdeon Helpdesk: hospitalsupport@emdeon.com or 877-271-0054