LTC PATIENT ROSTER REPORT

The LTC Patient Roster Report is available to Long Term Care providers through the HFS MEDI IEC link. This report will be created on the tenth of each month. As of the report run date, the report will display Medicaid eligible clients with processed Long Term Care admissions in the Healthcare and Family Service's system for the previous month. Any changes in client status affecting a previously reported service month will not be reflected.

The LTC Patient Roster Report is not a guarantee of payment for the individuals listed. It is a listing of individuals in the HFS system that are billable for the previous service month based on the information at the time the report is created.

The roster displays the begin date and end date of the Medicaid LTC eligibility segments that the reported service month falls within. Other eligibility segments can be inquired through the IEC Eligibility Inquiry link or the Long Term Care LTC Inquiry link on MEDI. Segments that have open end dates are displayed as all 9s (99/99/9999) or all 0s (00/00/0000). Below are the segments included on the roster:

LTC Medicaid Eligibility
Facility Admission
Managed Care Plan coverage
Medicare Part A coverage
Medicare Advantage Plan coverage
Developmental Training registration

Questions regarding Medicaid eligibility and the status of submitted admission transactions should continue to be addressed through the DHS LTC Unit handling your facility's cases. If an individual listed has been discharged from your facility and is not returning, a discharge transaction reporting the individual's discharge date must be processed through the electronic data interchange LTC links.

Each LTC Patient Roster Report will be available electronically to the provider as a downloadable file in the MEDI IEC link for 100 days. Registered users can access the LTC Roster Reports for their facilities by following the MEDI IEC Download link and choosing a file and a directory to designate where the downloaded file is distributed in user's system. The user must go to the designated location and choose a program to open the file. WordPad is recommended. To access and download the LTC Roster Report follow these steps:

1. Login to MEDI
2. Select Internet Electronic Claims (IEC)
3. Select Download X12 File(s)
4. Choose the "Entity" from the drop down box
5. Select the file you wish to down load from the "Available Files" listed
6. Enter a "Local Directory Location" (a folder created on your computer or network) to accept the downloaded file
7. Click "Download Files" button
8. Go to your designated directory location
9. Open the downloaded file (recommended program is WordPad)

ILLINOIS DEPARTMENT OF
Healthcare and Family Services

www.myhfs.illinois.gov

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IEC Home
Eligibility Inquiry
Claim Submission
Claim Status Inquiry
Remittance Advice
Upload X12 File(s)
→ Download X12 File(s)
Help Index
Companion Guides
Contact Us
MEDI Home
Logout
If you have billing problems, go to www.hfs.illinois.gov/system or for a billing consultant, call 1-877-782-5565. For all other questions, call DoIT Service Desk at 1-312-814-DoIT (3648) Option 1 - for Information Technology (IT), and then Option 2 - for HFS.

IEC News

TO ENSURE PROPER MEDI AUTHORIZATION, PLEASE READ THE FOLLOWING CAREFULLY.

Do not submit an NPI that has not been registered with HFS. These claims will not be processed.

You may now use your NPI number, for the Billing Provider, on your batch claim files and Professional/Institutional DDE claim submission screens.

835 Electronic Remittance Advice Now Available

The 835 Electronic Remittance Advice Function is now available in the IEC system. The use of this function requires that a **PAYEE** registration be completed using the Medi Home Page.

Please read the Remittance Advice Overview below for instructions on how to use this function.

Overviews

IEC Overview

An overview of the IEC system.

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IEC Home
Eligibility Inquiry
Claim Submission
Claim Status Inquiry
Remittance Advice
Upload X12 File(s)
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Help

Entity: *   025025025 - MEDI TEST PROVIDER ⌄   **Download Files**

Entity Identfier	Entity Name
025025025	MEDI TEST PROVIDER

Select New Files

Available Files	Retrieved	Type	Date	Available Through
☑ LTC_Patient_Roster_Report.20161215110448.3	Yes	LTC	12/15/2016	03/25/2017

Enter a local directory location: *   C:\Users\Desktop\New folder x   **Download Files**

File Edit View Tools Help

Organize ▾   Open   Share with ▾   Burn   New folder

Name	Date modified	Type	Size

Favorites
- Desktop
- Downloads
- Recent Places

Libraries
- Documents
- Music
- Pictures
- Videos

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OSDisk (C:)
data (\\illinois.gov\)
pir-prnscan (\\illinoi)
shared (\\illinois.gov)
Sarah.Rickard (\\illin)
data (\\illinois.gov\)
app (\\illinois.gov\h)
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Network

Name	Date modified	Type	Size
LTC_Patient_Roster_Report.201612151104483	1/25/2017 10:31 A...	3 File	14 KB

Open with

Choose the program you want to use to open this file:

File: LTC_Patient_Roster_Report.201612151104...

Adobe Systems Incorporated	Microsoft Corporation
Microsoft Office 2010 — Microsoft Corporation	Microsoft Word — Microsoft Corporation
Notepad — Microsoft Corporation	Paint — Microsoft Corporation
UltraEdit Professional Text/Hex Editor — IDM Computer Solutions, Inc.	Windows Media Center — Microsoft Corporation
Windows Media Player — Microsoft Corporation	Windows Photo Viewer — Microsoft Corporation
WordPad — Microsoft Corporation	

Type a description that you want to use for this kind of file:

☑ Always use the selected program to open this kind of file   Browse...

If the program you want is not in the list or on your computer, you can look for the appropriate program on the Web.

OK   Cancel

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