

Chapter 5. Searching Payment History and RA Access

Searching payment history locates payments made to the provider and allows access to copies of the Remittance Advice (RA).

NOTE: Pharmacy RAs are not available through this feature.

5.1 Accessing search payment history

To access this feature:

1. Click on **Search Payment History** from the **My Home** page under **Provider Services** or within the **Claims** tab submenu. The **Search Payment History** screen will appear. This screen will prepopulate with the provider's information.

Nevada Department of Health and Human Services
Division of Health Care Financing and Policy Provider Portal

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My Home | **Eligibility** | **Claims** | **Care Management** | **File Exchange** | **Resources**

My Home

Provider

Name: ABC MEDICAL
Provider ID: 1073518007 (NPI)
Location ID: 250000259
Revalidation Date: 05/17/2028
License: _

[My Profile](#)
[Manage Accounts](#)

Provider Services

[Member Focused Viewing](#)
[Search Payment History](#)
[Revalidate-Update Provider](#)
[Pharmacy PA](#)
[PASRR](#)
[Presumptive Eligibility](#)
[Affiliated Providers](#)

Welcome Health Care Professional!

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[Secure Correspondence](#)

Use Secure Correspondence to communicate with Nevada Medicaid representatives regarding Nevada Medicaid questions and to submit claim appeals.

A Contact Tracking Number (CTN) will be generated once the request is submitted. You will receive an email to notify you when there is a response to your inquiry.

We are committed to make it easier for physicians and other providers to perform their business. In addition to providing the ability to verify member eligibility and search for claims, payment information, and access Remittance Advices, our secure site provides access to eligibility, answers to frequently asked questions, and the ability to process authorizations.

Prior Authorization Quick Reference Guide [\[Review\]](#)
Provider Web Portal Quick Reference Guide [\[Review\]](#)

2. Search for payments by entering information in the appropriate fields. **Payment Method** and **Payment Type** default to "All." Fields with a red asterisk (*) are required. The **Check #/RA #** field is optional and can be either the check # or RA #. It must be numeric up to nine digits and exist within the specified date range.
3. Enter **Issue Date From** and **To** date. The date cannot span more than 90 days between the **From** and **To** dates, however you can search as far back as 18 months.
4. Click **Search**.



Search Payment History ?

Provider Information

Provider ID 11	ID Type NPI	Name
	Location ID 003	

* Indicates a required field.
Placeholder for configurable text.

Payment Method Payment Type Check # / RA #

Issue Date *From *To

The search results display as shown below.

Search		Reset				
Search Results						
Issue Date	Payment Method	Payment Type	Check # / RA #	Total Paid Amount	RA Copy (PDF)	
09/30/2011	ACH		000466391 / 002316975	\$61.27		
08/05/2011	ACH		000463717 / 002310496	\$2,058.25		
07/29/2011	ACH		000461658 / 002305371	\$1,299.90		
07/22/2011	ACH		000459607 / 002300221	\$297.02		
07/22/2011	ACH		000459757 / 002301356	\$302.55		
07/22/2011	ACH		000459650 / 002300328	\$2,186.94		
07/15/2011	ACH		000457691 / 002296309	\$158.47		
07/15/2011	ACH		000457531 / 002295141	\$250.00		
07/15/2011	ACH		000457552 / 002295180	\$801.15		
07/15/2011	ACH		000457590 / 002295276	\$132,591.03		

1 2

Issue Date – Date the payment was issued/paid

Payment Method – Payment method code

Payment Type – Not used - field is blank

Check#/RA# – Check number and RA number

Total Paid Amount – Amount of payment made to provider

RA Copy (PDF) – Link to view, print or download to user’s computer. This requires PDF software.

If the RA is too large to display, you will get an error message instead of downloaded RA. You will need to contact [Customer Service](#) for assistance.

Code	Description
ACH	Electronic payment was made to the provider through an Automated Clearing House (ACH).
CHK	A live check was issued for payment.
FWT	Payment was sent to the provider by a wire transfer.
NON	The data on this page is for informational purposes only and no dollars are to be disbursed.

5.2 Logging out of search payment history

After verifying a payment, it is strongly recommended that you log off after each session. This will ensure PHI is secure and makes the login readily available for the next user.

To log out:

1. Click **Logout**. The **Logout Confirmation** screen displays.

✍ Logout is located in the same area on all screens within the Provider Web Portal (PWP).

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My Home | Eligibility | Claims | Care Management | File Exchange | Resources

Search Claims | **Search Payment History** | Treatment History

Claims > Search Payment History

Search Payment History ?

Provider Information

Provider ID	ID Type	Name
11	NP1	
	Location ID	003

* Indicates a required field.
Placeholder for configurable text.

Payment Method: All | Payment Type: All | Check # / RA #:

Issue Date: *From 01/24/2017 | *To 04/24/2017

2. To go back to previous screen, click **OK** or **Cancel**.

Logout Confirmation X

Are you sure you want to logout?

2

After clicking **OK**, you will be taken back to the **Provider Login Home** page.