How to Void a Claim

1. <u>Navigate to the Healthcare Portal</u>
2. Click "Claims" tab
3. Click the "Search Claims" link
4. Enter the 13-digit Claim ID
5. Click the "Search" button
6. Scroll down
7. Click the "Claim ID" link under "Search Results"
8. Click "Void" button

Service Details												
#	From Date	To Date	Place Of Service	EMG	Procedure Code	Mod	Diag Code Ptrs	Units	EPSDT	Family Plan	Charge Amount	Allowed Amount	Co-pay Amount
1	01/01/2018	01/01/2018	11	N	99214		1	1.00 Unit	☐	☐	$100.00		

No Adjudication Errors exist for this claim

No Other Insurance Details exist for this claim

No Attachments exist for this claim

Edit Copy **Void** Print Preview Inquiry

(Please make sure you want to void the claim. Once you click OK, the claim will no longer exist)

9. Click "OK"

☑ **Confirmation**   ☒

Are you sure you want to void this Professional Claim ID
2217229001002?

OK   Cancel

Note: You will not be able to refile for claims that are voided past 365 days.

For more Training Tools and Resources, please visit the Provider Training Webpage at
https://humanservices.arkansas.gov