RHODE ISLAND MEDICAID HEALTHCARE PORTAL

QUICK REFERENCE GUIDE

REMITTANCE ADVICE

HEALTH & HUMAN SERVICES

To view, print, or download remittance advice documents:

- 1. You must be enrolled and registered as a Trading Partner to use the Healthcare Portal.
- 2. Log in to the <u>Healthcare Portal</u> with your security credentials.
- 3. Click on View Remittance Advice from the Interactive Web Services on the right side of your home page.



4. Select the correct provider information from the drop down lists. As you complete each field, the next field will open. Then click on the Search button.

REMITTANCE ADVICE						
If you are a covered entity with an NPI and taxonomy this information and provider type must be entered below. Provider ID will only be used for atypical providers who do not qualify for an NPI and taxonomy.						
Please enter a valid NPI, Provider Ty	pe, and Taxonomy combination.			2		
NPI: 📉 🗸	Provider Type:	\sim	Taxonomy: 🗸 🗸			
Search Clear						

5. Select the correct provider from the list, and click the Search button:

Please select the appropriate combination to inquiry by.						
Billing Name		Rendering Name	Status			
	G	N/A	Active			
Search Clear						

6. The 4 most recent Remittance Advice documents are listed in PDF format.



- 7. Select the remittance date to download the document.
- 8. Providers are reminded to save or print each remittance advice document as soon as it becomes available. When a new remittance advice document is added, the oldest one is removed, and is no longer available.