

Typical 837 Submission Project Life Cycle

----Initial Steps----

Step 1: Obtain 837 companion guides from payer

Step 2: Work with the payer to file all necessary paperwork in order to establish your facility as an 837 submitter, and coordinate connectivity

Step 3: Provide HRS with remote access to your TEST and LIVE databases

----System Setup/Testing---

Step 1: Build necessary claims for the payer

Step 2: Create test files and use a claim scrubbing tool such as Claredi® to assure that they are HIPAA compliant

Step 3: Submit compliant files to Payer for claim level adjudication (Level 3) testing

Step 4: Analyze and fix issues flagged by the payer, and continue to submit the test files until the payer approves you for submission

Step 5: Train all users how to process the claim files. This can be done via the Web.

Step 6: Once approved, enact the GO-LIVE Migration plan that that will ensure a smooth transition to the new 837 format

Step 7: Go into production