Dental Account Adjustment Review

This contains all the workflows for AAR:

Adding the Billing Indicator to the HAR

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Note: This is happens automatically if a provider adds a DQA or a DCP modifier to any charge on a visit

PROVIDER ENTRY

1. [Image of software interface]

NON-PROVIDER ENTRY

1. Open Hospital Account lookup using the following menu path
   - Epic: Hyperspace - UKHC BUSINESS OFFICE - TST - ADMIN H.
   - Epic: Record Viewer - Hospital Account

Continued on next page.
2. Open the HAR for the visit that needs review. HAR can be looked up by the ID, patient, guarantor, or invoice.

3. Choose “Acct Activities”

4. Search “dental” and Choose “Dental Account Adjustment Review Needed”
5. Add a note indicating why review is needed and click

6. The HAR is automatically routed to workqueue DNT - ACCOUNT ADJUSTMENT REVIEW NEEDED [4045] after the billing indicator is added