

Availity

Establishing secure access for providers to member information



Welcome to Availity



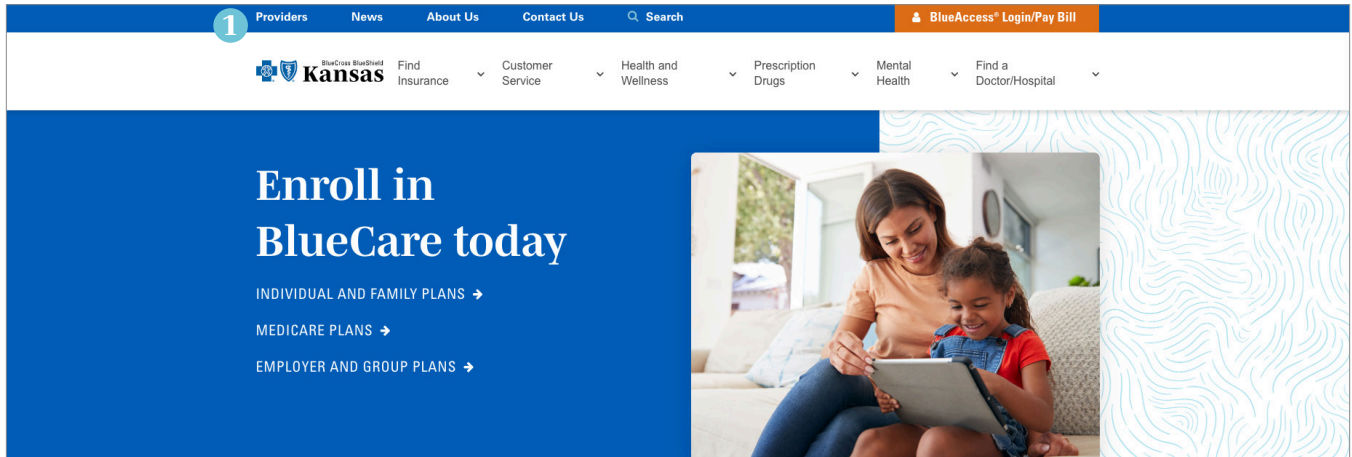
All contracting Blue Cross and Blue Shield of Kansas providers can securely access Blue Cross member information electronically through the Availity® Health Information Network Portal – www.availity.com – and the Blue Cross secure web portal, known as BlueAccess®.

Each contracting Blue Cross provider has been assigned a Primary Access Administrator (PAA) within its organization who is responsible for giving access to the Availity web portal to their staff. Anyone who requires access will need to contact their assigned PAA or Availity to get registered for the Availity web portal. If you do not know your PAA, please contact Availity at **1-800-AVAILITY (1-800-282-4548)**.

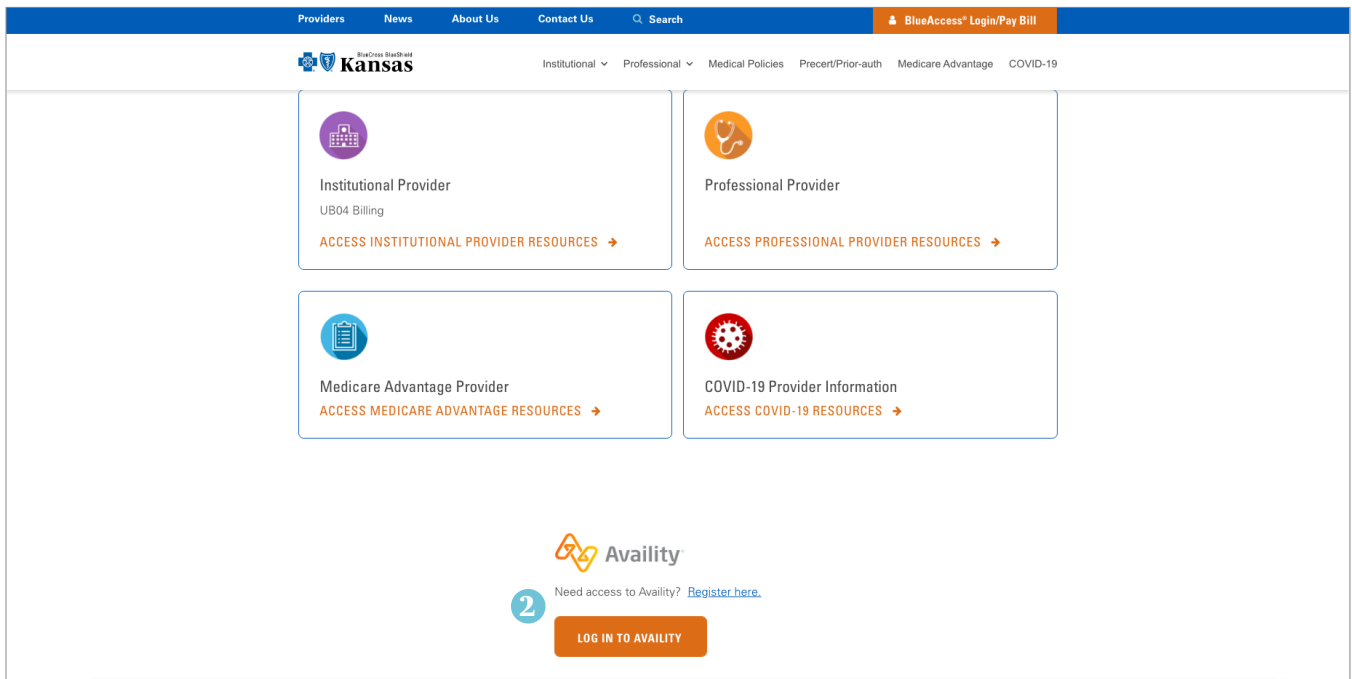
Providers can access both the Availity web portal and BlueAccess to view secure Blue Cross member information with a single sign-on. The provider can access eligibility and benefits and claims status on Availity, as well as link back to BlueAccess from the Availity web portal for additional secure tools and resources by following the instructions on the following pages.

Accessing Availity through bcbsks.com

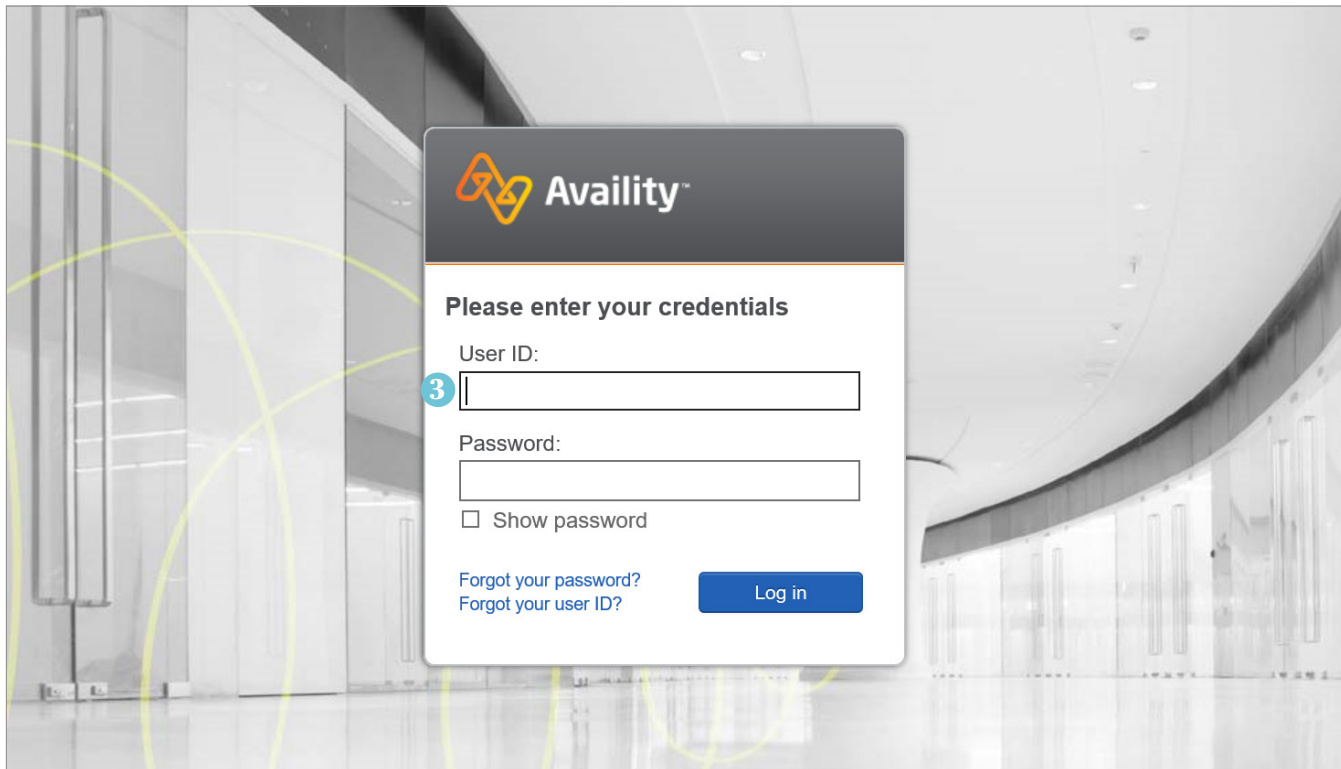
1 Click on Providers in the top left corner of the website.



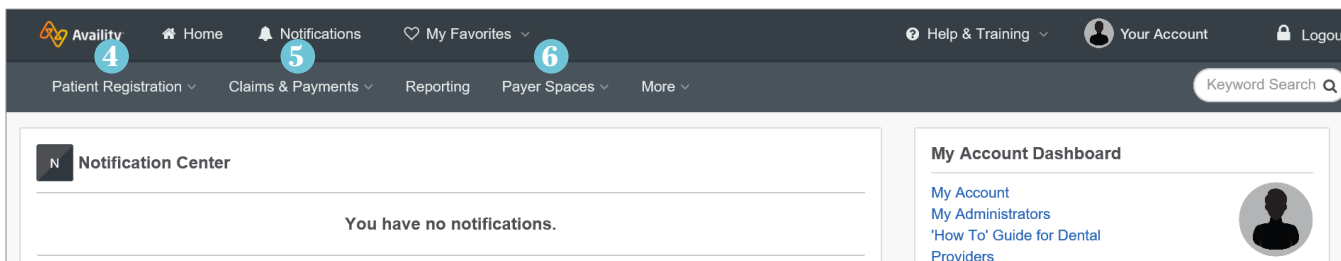
2 Click on *Log in to Availity* or, if you need to register, click on *Register here*.



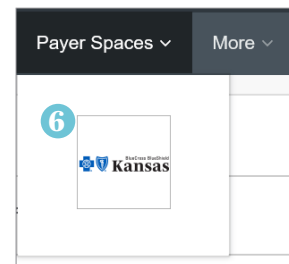
- 3 Log in using your credentials.



After logging onto the Availity web portal, providers should see the following web page and follow the steps to access Blue Cross secure member information.



- 4 *Patient Registration* will allow you to check eligibility for Blue Cross members.
- 5 *Claims & Payments* will allow you to check claim status.
- 6 To access BlueAccess – the secure section of our website – click *Payer Spaces* and select the Blue Cross and Blue Shield of Kansas logo.





Welcome Blue Cross and Blue Shield of Kansas providers!

Your BCBSKS resources have a new home in the resources tab below.

An independent licensee of the Blue Cross Blue Shield Association



Start typing to search this payer space...

Q Search

Applications

Resources

News and Announcements

Sort By

A-Z



THESE LINKS MAY RE-DIRECT TO THIRD PARTY SITES AND ARE PROVIDED FOR YOUR CONVENIENCE ONLY. AVAILITY IS NOT RESPONSIBLE FOR THE CONTENT OR SECURITY OF ANY THIRD PARTY SITES AND DOES NOT ENDORSE ANY PRODUCTS OR SERVICES PROVIDED BY THIRD PARTIES!

BCBSKS Provider Page

03/17/2016

7

Access Provider Directory, Medical Policies, Publications, e-News, Education/Workshops, Secure Email Message Center, ICD10 and More.

BCBSKS Provider Secure Section (Blue Access)

03/17/2016

8

In BlueAccess you can view your remittance advice documents, search for BCBSKS Member ID's and ID Cards, complete pre-service reviews, and more.

7 Once you click the Blue Cross logo, the following screen will appear.

8 BCBSKS Provider Page will take you back to the public portion of our website for providers.

BCBSKS Provider Secure Section (BlueAccess) will allow you access to secure documents and processes for Blue Cross and Blue Shield of Kansas.

- 9 When selecting *BCBSKS Provider Secure Section (BlueAccess)*, you will have access to:
- BCBSKS Patient Identification Search (which includes a copy of the patient’s digital ID card)
 - Provider ID Search
 - Electronic Precertification
 - Provider Information Form
 - Remittance Advices
 - QBRP – access QBRP Earned Reporting
 - Resources – forms, publications and manuals
 - Room Rate Form
 - Institutional Provider Manual
 - General Policies and Procedures
 - Electronic Fund Transfer (EFT) Enrollment

After selecting BCBSKS Provider Secure Section (BlueAccess), the following option will appear:

Home > Blue Cross and Blue Shield of Kansas > BCBSKS Provider Secure Section (Blue Access)

BCBSKS Provider Secure Section (Blue Access)

Select an Organization

10 ABCD HOSPITAL

Submit

- 10 From the drop-down, select the facility’s NPI you want to access information on. You will only have access to facilities in which you are registered through Availity. If you are missing your facility, please contact your PAA to have the facility’s NPI number added to your account. The PAA is able to add the account to your Availity log-in by contacting **1-800-AVAILITY (1-800-282-4548)**.

NOTE: After clicking Submit, if you are re-routed back to Availity and not forwarded on to BlueAccess, please turn off your pop-up blocker. If you are not sure how to turn off your pop-up blocker for this site, please contact your IT department.

Once you click *Submit*, you are now in BlueAccess.

11 Select the NPI of the facility you are wanting to gather information on and click *Submit*.

12 The welcome screen will appear and you are able to access the above listed secure information.

**If you encounter
any issues
accessing Availity
or BlueAccess,
please contact:**

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17-6 03/24



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