## Resolving billing trailers online

Quanum<sup>™</sup> Lab Services Manager

1 Access <u>Quanum Lab Services Manager</u> and click *Home* in the left navigation pane. General billing trailer notifications appear in the *Notifications* module and via the notifications icon (

To directly access the *Billing Trailers* page, click *Billing* in the left navigation pane, and then click *Billing Trailers*.



**3** Review the trailer to locate the field(s) with missing or incomplete information, indicated with a message in the corresponding section and/or a red highlight on the specific field.

DIAGNOSIS AND SERVICE INFORMATION							
A ICD10 CODE NOT PROVIDED NEED ADDL ICD10 LIMITED COV	TEST						
Diagnosis							
Q Search							
Service Summary				K			
Report Date Service Tet Code HE 0000496	st Name EMOGLOBIN A1C	ABN/AWN n/a	Amount \$74.25	LCP Flag	CPT Code CPT display is unavailable		
Report Date Service Tes Code PT 0000763	st Name IT, ACTIVATED	ABN/AWN n/a	Amount \$51.74	LCP Flag N	CPT Code CPT display is unavailable		
Report Date Service Ter 11/16/2018 Code DF	st Name RAW FEE. PSC	ABN/AWN n/a	Amount \$21.37	LCP Flag	CPT Code CPT display is		

2 On the *Billing Trailers* page, locate the desired client account, or search for specific trailers by selecting one or more client(s) from the list and/or by using the *Search* field.

Click a client account to view their open trailers, and then click the desired trailer.

Q Quest Quanum	Q Search	🏚 🖯
A Home	Billing Trailers	İ
R Patients	OPEN TRAILERS RESOLVED TRAILERS	
🖘 Results 🛛 🧿	bout Clerts	
Orders	97602840 • Q Search	
Billing	SEARCH	
Supplies	97502840-TEST CLIENT -TAM 10 Available	~
Specimen Pickup	10 - 1-10 of 10 <	>
EDIT NAVIGATION	Regulation Service Physician Payer Nonber Dite	
	00000214/1990 0443094 11/16/2018 PL MCH	
Quanum Lab Services Manager	and Requisition Service Physician Payer	

**4** Provide the requested information for each item listed, and then click *Submit*.

Before submitting any updates, you can also provide additional information (for example, why no updates could be made). To do so, click the desired note type in the *Notes* section, and then type any additional notes as needed.

NOTES			
Specify Note Type			
No new diagnosis codes	•		
Idditional Notes			
fype any additional information he	re.		
		SUBMIT	
	_		
		CANCEL	

**Tip:** To advance to another open trailer for the currently selected client account(s), click either **<** or **>** at the top of the page.

