

How do I find the payer ID number?

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DrChrono offers an efficient way to do all of your medical billing. A necessary step in submitting your electronic claims is having the Payer ID. A Payer ID is a unique ID number that is assigned to an insurance company for the purpose of transmitting your claims electronically.

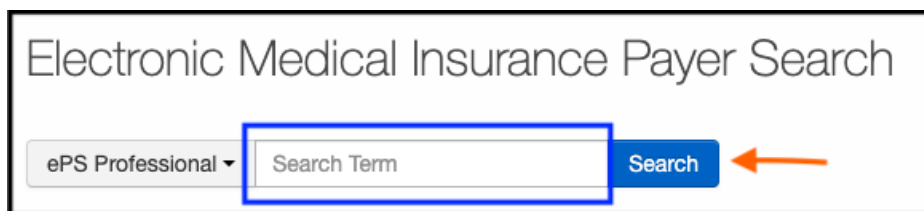
Each payer has a specific number, (which can vary by clearinghouse) and it must be entered correctly in the patient's chart to successfully transmit the claim to the clearinghouse and onto the payer.

There are 2 ways of finding the Payer ID, one you do manually, and the other will automatically populate when you enter it into the patient file. You can also locate the payer ID on the patient's insurance card. It could be listed on the front or back of the card.

To go to the Payer Search page click [here](#), or follow the steps below to learn how to find the Payer ID.

To find the Payer ID Manually

1. Hover over the "Billing" tab and choose "Payer Search" under the Enrollments section.
2. For billing accounts, the clearinghouse you are set up with will be listed on the left. However, if you submit to Carisk Partners (fka iHCFA) too, for example, you can choose that from the payer list from the dropdown if needed. Type the name of the insurance company into the given field and click on **Search**.



Electronic Medical Insurance Payer Search

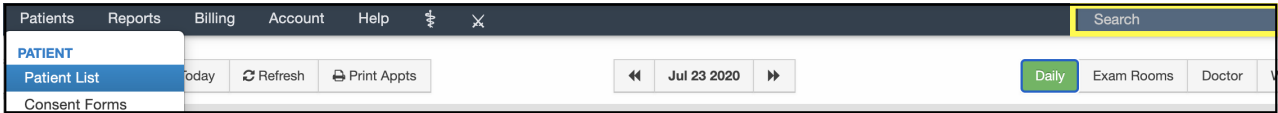
ePS Professional ▾ Search Term Search

You will then see the Payer ID to the left of the insurance name below the search field.

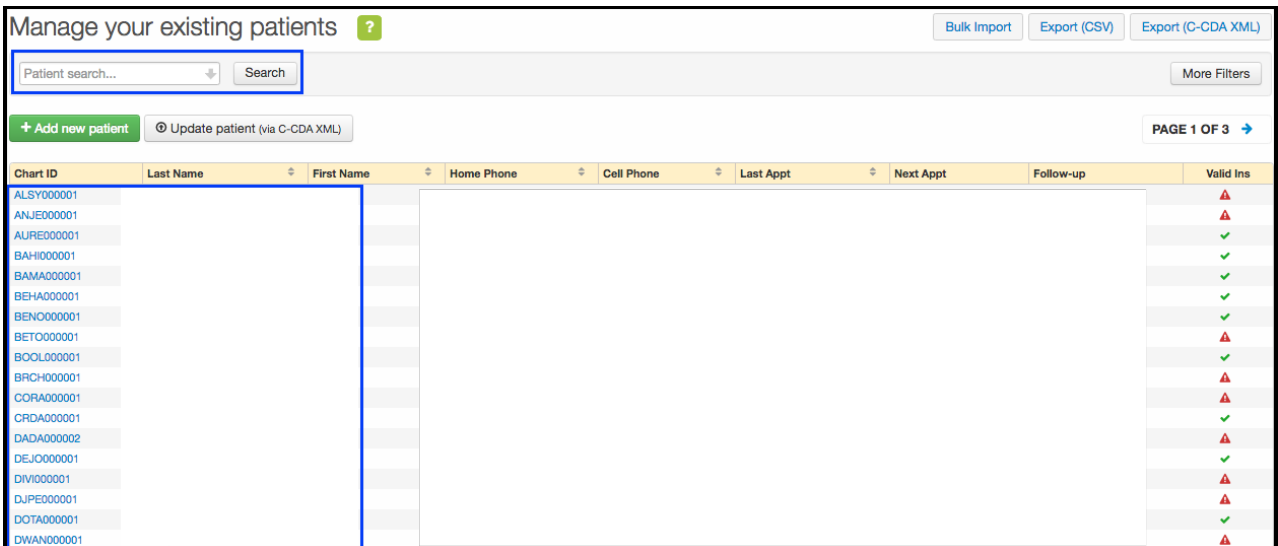
- Emdeon - now known as Change Healthcare
- Gateway - TriZetto Provider Solutions
- iHCFA - now known as Carisk Partners
- ePS Professional - eProvider Solutions for Professional Claims
- ePS Institutional - eProvider Solutions for Institutional Claims

To find the Payer ID Automatically

1. Go to **Patients > Patient List** or enter a patient's name or chart ID in the **Search** field in the top right. (If you use **Search**, it will take you to the patient's chart and you can go to step 3).



2. Choose the patient with whom you would like to work with or you can enter the patient's name or chart ID in the **Patient Search** field.



3. Select the **Demographics** option from the side menu, and then click on the **Insurances** tab.

[+ Add new patient](#)
Important
Demographics
Insurances
Eligibility
Authorizations
Smoking Status
Flags
Balance
onpatient Payments

✓ Sufficient patient demographics to bill insurance.

Primary Ins
Secondary Ins
Tertiary Ins
Auto Accident
Worker's Comp
Durable Med Eqpt

Default Primary Insurance
Manage Alternative Insurances & History

Subscriber is the Patient Insured person is the same person as the Patient

Insurance Company *contact support if you can't find an insurance company.

Carrier Payer ID

TPL Code *If the Medicaid is Secondary

Insurance ID Number

Insurance group name *if available

Insurance group number *if available

Insurance plan name *if available

Insurance plan type *if available

Insurance claim office number *if available

Number visits allowed per year

Card issued date *Required for checking eligibility of CA Medicaid

Primary Insurance Notes

4. Start typing the insurance company's name or payer ID into the **Insurance Company** field, and you will see a drop-down of all the payers that match what you are typing.

Important
Demographics
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✓ Sufficient patient demographics to bill insurance.

Primary Ins
Secondary Ins
Tertiary Ins
Auto Accident
Worker's Comp
Durable Med Eqpt

Default Primary Insurance
Manage Alternative Insurances & History

Subscriber is the Patient Insured person is the same person as the Patient

Insurance Company *contact support if you can't find an insurance company.

Carrier Payer ID (Emdeon) 60054: Aetna
PO Box 981106, El Paso, TX 79998

TPL Code (Emdeon) 60054: Aetna KY
P.O. Box 14079, Lexington, KY 40512-4079

Insurance ID Number (Gateway P) 60054: Aetna Health Plans
PO Box 14079, Lexington, KY 40512-4079

Insurance group name (Gateway P) 60054: Manatee Service Center - Florida
Located in Bradenton, FL 34206

Insurance group number (Gateway P) 60054: Prudential (Managed HealthCare, Indemnity, POS, Tradl. Plus, In & Out of Nwk, Select, Plus Select, Psych. Mgmt., Resource Mgmt.

Insurance plan name (Gateway P) 60054: Prudential HealthCare
HMO, POS, PPO, SeniorCare, Comm. Plan-HMO Regional, Affiliates, Assoc., Metro Nwk

Insurance claim office number *if available

Number visits allowed per year

Card issued date *Required for checking eligibility of CA Medicaid

Primary Insurance Notes

5. Select the payer you are looking for and click on **Save Demographics** at the bottom of the page to save your selection.
