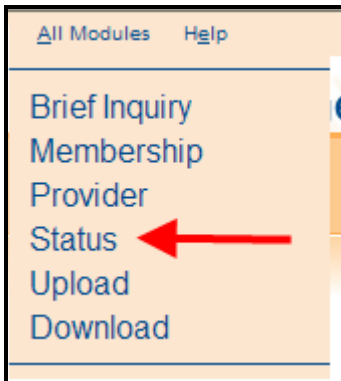
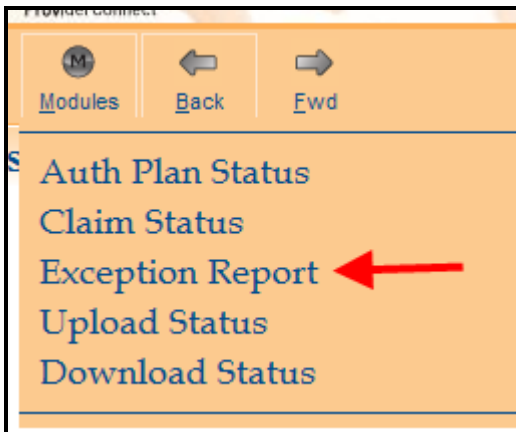


Exception Reports

Exception Reports will show you which claims (837 files or new claim submissions via Provider Connect) have not come through to KHS electronically due to some data error. These need to be reviewed regularly in order to minimize the number of outstanding accounts receivable your office has with KHS. In order to view these reports, select All Modules from the menu at the upper right corner, and select Status.



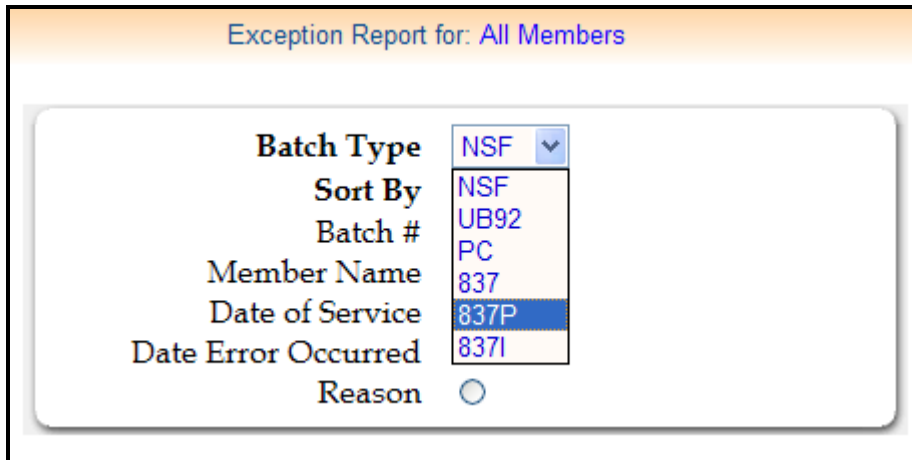
From the next page, select Modules from the upper left corner and select “Exception Report” from that menu.



This will open up the Exception Report search window.



Select 837P from the “Batch Type” drop down, and then select “Search” in the upper left corner.



The results will be presented, showing the list of exceptions which you will be able to review for processing. You can click on the batch number and it will pull up the specifics regarding the exception.

