

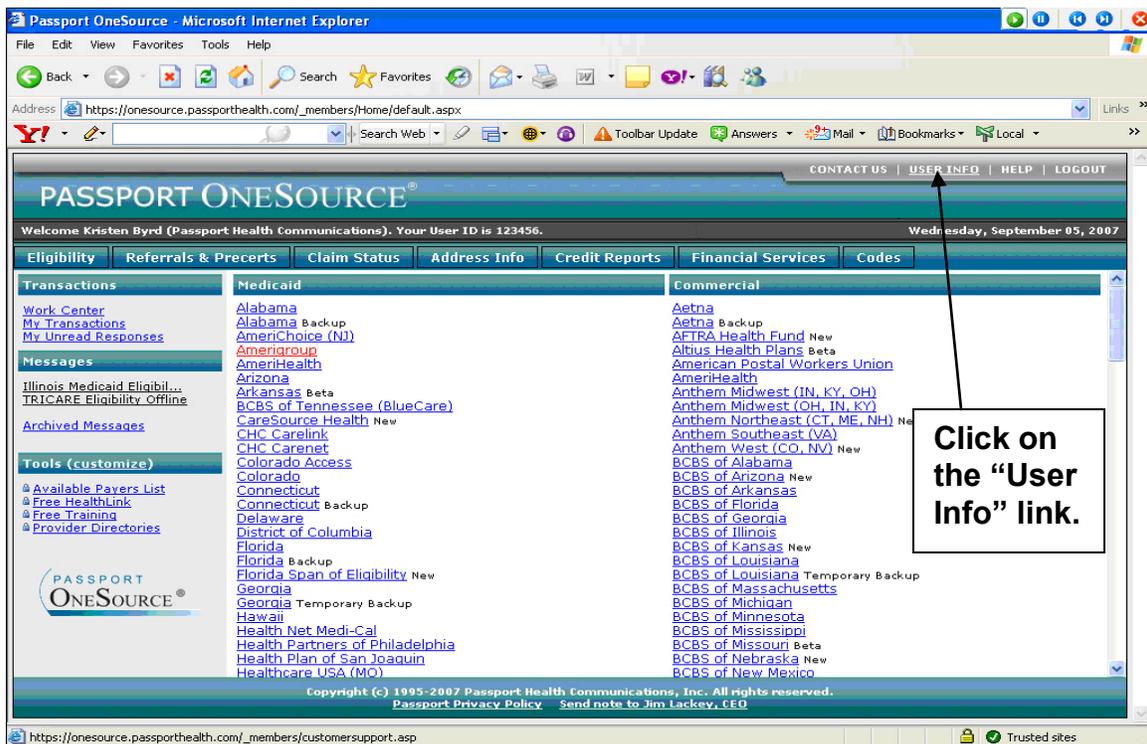


P A S S P O R T
H E A L T H
C O M M U N I C A T I O N S , I N C . ®

Online Reports

OneSource has a number of Online Reports that you can utilize to manage productivity. The following pages will guide you through a sample of them.

The Online Reports are found on the User Info page.



Passport OneSource - Microsoft Internet Explorer

File Edit View Favorites Tools Help

Address https://onesource.passporthealth.com/_members/Home/default.aspx

CONTACT US | USER INFO | HELP | LOGOUT

PASSPORT ONESOURCE®

Welcome Kristen Byrd (Passport Health Communications). Your User ID is 123456. Wednesday, September 05, 2007

Eligibility Referrals & Precerts Claim Status Address Info Credit Reports Financial Services Codes

Transactions

- [Work Center](#)
- [My Transactions](#)
- [My Unread Responses](#)

Messages

- [Illinois Medicaid Eligibil...](#)
- [Archived Messages](#)

Tools (customize)

- [Available Payers List](#)
- [Free HealthLink](#)
- [Free Training](#)
- [Provider Directories](#)

Welcome to Passport OneSource Customer Support!

We are committed to providing you the best service possible and will continue to add additional information to this section to make it a valuable resource for your reference. To find help or other information regarding **Passport OneSource**, select one of the following links.

- [National Provider Identifier \(NPI\) Maintenance](#)
Add/Edit National Provider Identifiers.
- [Passport Online Reports](#)
Passport Online Reporting System.
- [Client Admin Tool](#)
Use this link to manage user access to OneSource.
- [Security Officer Listing](#)
Displays Name, Email, Phone, and Extension where applicable.
- [Change Your Password](#)
If you are a login user (you do not use certificates for verification) click here to change your password.
- [Check Your Browser's Type And Settings](#)
Check your browser's security level and settings.

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[Passport Privacy Policy](#) [Send note to Jim Lackey, CEO](#)

Done Trusted sites

This is the Online Reports Page.

default - Microsoft Internet Explorer

File Edit View Favorites Tools Help

Back Forward Stop Refresh Home Search Favorites

Address https://onesource.passporthealth.com/_members/OnlineReports/default.aspx

Search Web

PASSPORT ONE SOURCE
Online reports available for
Passport Health Communications

Welcome to the Passport Online Reporting System. Please click on the report that you would like to access.

[Transaction Volume By Data Source or Payer](#)
Displays the number of transactions for a given date range.

[Transaction Volume By Department](#)
Displays the number of transactions run by a selected department for a given date range.

[Transaction Volume By User](#)
Displays the number of transactions run by a selected user for a given date range.

[Users With Expired Passwords](#)
Displays all users who have expired passwords.

[Users With Locked Passwords](#)
Displays all users who have locked passwords.

[User Permissions By Data Source or Payer](#)
Displays all users who have the selected data source or payer.

[User Permissions By User Name](#)
Displays all permissions for the selected user.

[Medicaid Reports](#)
Generates 2 different Medicaid reports.

[Medicare Reports](#)
Generates 8 different Medicare reports.

[Active User Profile Summary](#)

Passport Dashboard
Top 5 Data Sources or Payers (MTD)

UHC Plan of the River Valley Eligibility - 14325 (94.23%)
Patient Locator Address Verification - File Batch - 652 (4.29%)
OneSource Knowledgebase - 193 (1.2%)
Humana Eligibility - 28 (0.18%)
Patient Locator Address Verification - 14 (0.09%)

Transaction Volume (MTD):	15410
Transaction Volume (Yesterday):	3523
Active Users:	258

Stats as of midnight 09/05/2007

Trusted sites

The Dashboard shows a summary of your facility's transaction totals along with the top 5 payers the users are accessing.

There are a number of reports you can run to provide you with data from expired passwords to transaction totals.

To run a specific report, simply click the link. For example, if you want to run a report to see the number of transactions for a specific date range, click “Transaction Volume by Data Source or Payer.”

PASSPORT ONE SOURCE
 Online reports available for
 Passport Health Communications

Welcome to the Passport Online Reporting System. Please click on the report that you would like to access.

Transaction Volume By Data Source or Payer
 Displays the number of transactions for a given date range.

Transaction Volume By Department
 Displays the number of transactions run by a selected department for a given date range.

Transaction Volume By User
 Displays the number of transactions run by a selected user for a given date range.

Users With Expired Passwords
 Displays all users who have expired passwords.

Users With Locked Passwords
 Displays all users who have locked passwords.

User Permissions By Data Source or Payer
 Displays all users who have the selected data source or payer.

User Permissions By User Name
 Displays all permissions for the selected user.

Medicaid Reports
 Generates 2 different Medicaid reports.

Medicare Reports
 Generates 8 different Medicare reports.

Active User Profile Summary
 Displays all the active users for a selected department.

User Mapping Errors
 Displays user memberships that have not been set up in the system.

Passport Dashboard
 Top 5 Data Sources or Payers (MTD)

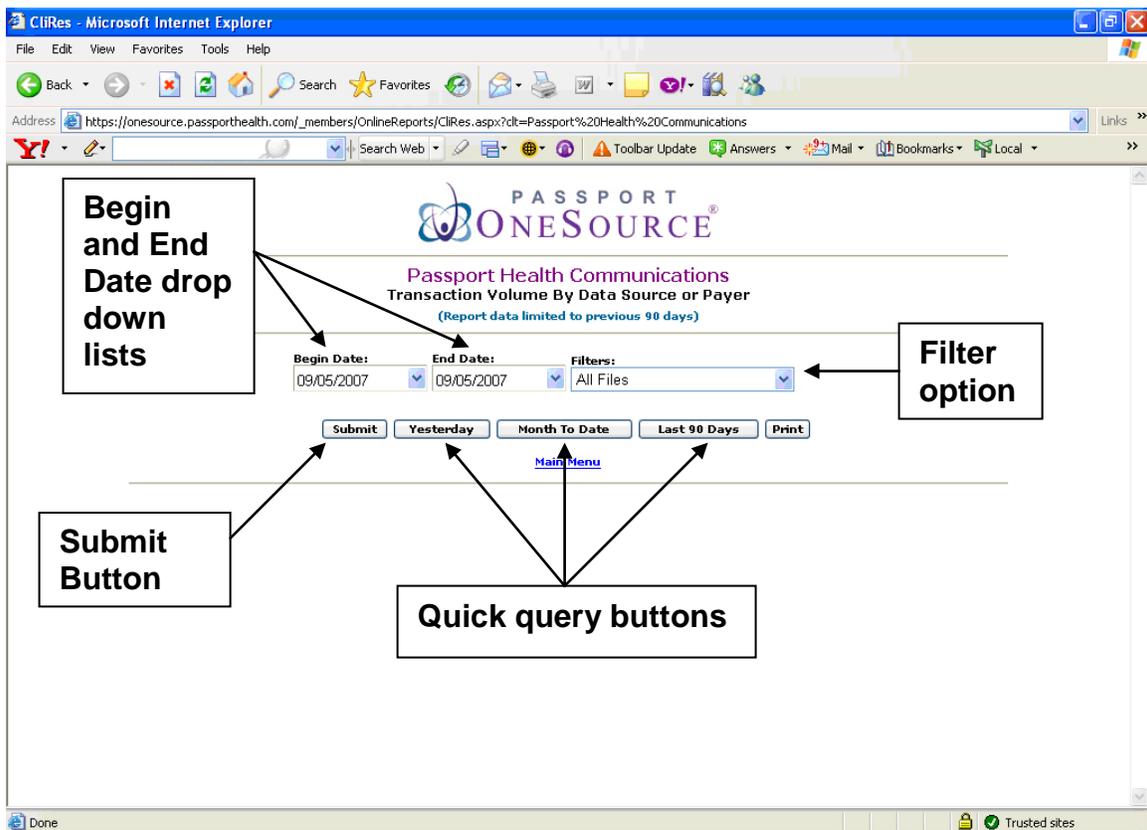
UHC Plan of the River Valley Eligibility - 14325 (94.23%)	
Patient Locator Address Verification - File Batch - 652 (4.29%)	
OneSource Knowledgebase - 193 (1.2%)	
Humana Eligibility - 28 (0.18%)	
Patient Locator Address Verification - 14 (0.09%)	

Transaction Volume (MTD):	15410
Transaction Volume (Yesterday):	3523
Active Users:	258

Stats as of midnight 09/05/2007

First, select a Begin Date and an End Date from the drop down lists. You can filter this query from another drop down list. Finally, click the Submit button.

There are also quick query buttons for your convenience. These will allow you to pull transaction totals from yesterday, month to date, or for the last 90 days.



The results of the query appear like this.

The screenshot shows a web browser window with the following content:

- Browser title: CliRes - Microsoft Internet Explorer
- Address bar: https://onesource.passporthealth.com/_members/OnlineReports/CLRes.aspx?ct=Passport%20Health%20Communications
- Page title: Passport Health Communications Transaction Volume By Data Source or Payer (Report data limited to previous 90 days)
- Form fields: Begin Date: 09/06/2007, End Date: 09/06/2007, Filters: All Files
- Buttons: Submit, Yesterday, Month To Date, Last 90 Days, Print
- Link: Main Menu
- Table:

Resource	Total
Aetna Eligibility - File Batch	6
Alabama Medicaid Eligibility	4
AmeriChoice (NJ) Eligibility - File Batch	5
AmeriHealth Eligibility - File Batch	2
AmeriHealth Medicaid Eligibility - File Batch	2
Anthem (CT) Eligibility - File Batch	2
Anthem Eligibility - File Batch	2
Arkansas Medicaid Eligibility - File Batch	2
BCBS of Alabama Eligibility	4
BCBS of Arkansas Eligibility - File Batch	2
BCBS of Florida Eligibility - File Batch	2
BCBS of Georgia Eligibility	2
BCBS of Illinois Eligibility	1
BCBS of Kansas Eligibility	1
BCBS of Louisiana Eligibility	2

Clicking on resource name you will get details of how many transactions were ran by user name.

ResUser - Microsoft Internet Explorer

File Edit View Favorites Tools Help

Back Forward Stop Home Search Favorites Refresh Print

Address https://onesource.passporthealth.com/_members/OnlineReports/ResUser.aspx?res=Florida+Medicaid+Eligibility&stDate=2008.2.12%2000.00.00&endDate=2008.2.12%2023.59.59&resID=1



Passport Health Communications
Resource User Report

User Name and total for Florida Medicaid Eligibility.

Date: 2/2008 Resource: Florida Medicaid Eligibility

Submit Yesterday Month To Date Last 90 Days Print Back

[Main Menu](#)

Resource / User	Count
Florida Medicaid Eligibility	
Bray Hayes	1
Kathryn Wamble	2
Resource Total:	3

This report is not intended to be used for accounting purposes.

Done Trusted sites

You can export these results to Excel. Simply scroll down to the end of the results to find the “Export to Excel” button.

The screenshot shows a Microsoft Internet Explorer browser window titled "CliRes - Microsoft Internet Explorer". The address bar displays the URL: https://onesource.passporthealth.com/_members/OnlineReports/CliRes.aspx?cl=Passport%20Health%20Communications. The main content area contains a list of reports, each with a link and a number to its right. The reports listed are:

PacifiCare (AZ) Eligibility - File Batch	2
PARTNERS Healthplan Eligibility - File Batch	2
Patient Locator Address Verification - File Batch	542
PavorID Payer Address Lookup	8
Pennsylvania Medicaid Eligibility - File Batch	2
PHP of Tennessee Medicaid Eligibility - File Batch	2
Premiera BC of Washington Eligibility	1
QualChoice Eligibility - File Batch	2
Rocky Mountain HP Eligibility	1
SCAN HMO Eligibility - File Batch	2
South Carolina Medicaid Eligibility - File Batch	2
TennCare Eligibility - File Batch	2
Texas Medicaid Eligibility	3
TLC Eligibility - File Batch	2
TRICARE Eligibility - File Batch	2
Tufts Health Plan Eligibility - File Batch	2
UHC Plan of the River Valley Eligibility	285
UHC Plan of the River Valley Medicaid Eligibility	4
UNICARE Eligibility	1
UnitedHealthcare Eligibility	2
Universal Care Eligibility - File Batch	2
VHP Community Care Eligibility - File Batch	2
Virginia Medicaid Eligibility - File Batch	2
Washington Medicaid Eligibility - File Batch	2
Wellmark BCBS Eligibility - File Batch	2
West Virginia Medicaid Eligibility - File Batch	2
Windsor Medicare Extra Eligibility - File Batch	2
Wisconsin Medicaid Eligibility - File Batch	2

At the bottom of the list, there is a text warning: "This report is not intended to be used for accounting purposes." Below this warning is a button labeled "Export To Excel". A callout box with a black border and white background contains the text: "Clicking on this button will export the info to an Excel spreadsheet." An arrow points from this callout box to the "Export To Excel" button.

There is also a report you can run to find out how many users have expired passwords.

PASSPORT ONE SOURCE
 Online reports available for
 Passport Health Communications

Welcome to the Passport Online Reporting System. Please click on the report that you would like to access.

- [Transaction Volume By Data Source or Payer](#)
Displays the number of transactions for a given date range.
- [Transaction Volume By Department](#)
Displays the number of transactions run by a selected department for a given date range.
- [Transaction Volume By User](#)
Displays the number of transactions run by a selected user for a given date range.
- [Users With Expired Passwords](#)
Displays all users who have expired passwords.
- [Users With Locked Passwords](#)
Displays all users who have locked passwords.
- [User Permissions By Data Source or Payer](#)
Displays all users who have the selected data source or payer.
- [User Permissions By User Name](#)
Displays all permissions for the selected user.
- [Medicaid Reports](#)
Generates 2 different Medicaid reports.
- [Medicare Reports](#)
Generates 8 different Medicare reports.
- [Active User Profile Summary](#)
Displays all the active users for a selected department.
- [User Mapping Errors](#)

Passport Dashboard
 Top 5 Data Sources or Payers (M)

UHC Plan of the River Valley Eligibility - 17181 (91.95%)
Patient Locator Address Verification - File Batch - 1188 (6.36%)
OneSource Knowledgebase - 267 (1.43%)
Humana Eligibility - 29 (0.16%)
Patient Locator Address Verification - 20 (0.11%)

Transaction Volume (MTD):	19151
Transaction Volume (Yesterday):	3741
Active Users:	258

Stats as of midnight 09/06/2007

Click the "Users with Expired Passwords" link.

The shot below shows how the results are displayed. Also please note that often EDI client's user ids will expire and does not pose a problem with the integration.

The screenshot shows a Microsoft Internet Explorer browser window displaying a report from Passport Health Communications. The report title is "Users With Expired Passwords". Below the title are buttons for "Print" and "Main Menu". A table with three columns is shown: "User Name", "Password Set Date", and "Days Expired". The table contains two rows of data. Below the table is an "Export To Excel" button. Three callout boxes provide additional information: one points to the "Export To Excel" button, another points to the "Days Expired" column, and a third points to the "Days Expired" values in the table rows.

User Name	Password Set Date	Days Expired
Angela Caldwell	10/07/2003 3:55:41 PM	1341
Demo Account TN	01/10/2001 8:40:56 PM	2341

You can export the results to Excel.

This column shows how many days the password has been expired.

Medicare Reports are generated based on eligibility responses returned thru OneSource, IntelliSource and EDI.

Passport Health Communications

Welcome to the Passport Online Reporting System. Please click on the report that you would like to access.

- [Transaction Volume By Data Source or Payer](#)
Displays the number of transactions for a given date range.
- [Transaction Volume By Department](#)
Displays the number of transactions run by a selected department for a given date range.
- [Transaction Volume By User](#)
Displays the number of transactions run by a selected user for a given date range.
- [Users With Expired Passwords](#)
Displays all users who have expired passwords.
- [Users With Locked Passwords](#)
Displays all users who have Locked passwords.
- [User Permissions By Data Source or Payer](#)
Displays all users who have the selected Data Source or Payer.
- [User Permissions By User Name](#)
Displays all permissions for the selected user.
- [Medicare Reports](#)
Generates 6 different Medicare reports.
- [Active User Profile Summary](#)
Displays all the active users for a selected department.
- [User Mapping Errors](#)
Displays user mnemonics that have not been set up in the Passport system by date/time.
- [File Batch Transaction Summary](#)
Displays statistics regarding pre-reg and self-pay file batches.

[close window](#)

Passport Dashboard

Top 5 Data Sources or Payers (MTD)

Data Source or Payer	Percentage
9465 - BCBS of Tennessee Commercial Eligibility	30.5%
7248 - TennCare Eligibility	23.4%
5596 - BCBS of Tennessee TennCare Select Eligibility	18.1%
4526 - Medicare Part A - Divorced (NJ, TN) Eligibility	14.6%
4164 - Medicare Part A - Divorced (NJ, TN) Eligibility	13.4%

Transaction Volume (Yesterday):	4630
Active Users:	184
Stats as of midnight 08/25/2006	

Select "Medicare Reports."

Reports are limited to the previous 90 days.

The screenshot shows a Microsoft Internet Explorer browser window with the address bar displaying `https://onesource.passporthealth.com/_members/demo/POR/medicare.htm`. The page content includes a callout box with the text "Select specific dates from the calendar." and a note "(Report data limited to previous 90 days)". Below this, there are two date pickers: "Begin Date:" set to "01/01/2006" and "End Date:" set to "01/25/2006". To the right is a "Medicare Reports:" dropdown menu currently set to "Medicare HMO". A calendar for January 2006 is displayed, with the date 26 highlighted. Below the calendar are "Submit" and "Print" buttons, and a "Main Menu" link. The browser's status bar at the bottom shows "Done" and "Trusted sites".

Select specific dates from the calendar.

(Report data limited to previous 90 days)

Begin Date: 01/01/2006 End Date: 01/25/2006 Medicare Reports: Medicare HMO

Dec	January	Feb					
S	M	T	W	T	F	S	
	1	2	3	4	5	6	7
8	9	10	11	12	13	14	
15	16	17	18	19	20	21	
22	23	24	25	26	27	28	
29	30	31	1	2	3	4	
5	6	7	8	9	10	11	

Submit Print

[Main Menu](#)

Done Trusted sites

This feature can actually generate 8 different kinds of Medicare reports. You can manipulate these reports to show you transactions containing HMO information, Hospice information, and Medicare Secondary Payer, just to name a few.

The screenshot shows a Microsoft Internet Explorer browser window with the title "Medicare - Microsoft Internet Explorer". The address bar contains the URL: https://onesource.passporthealth.com/L_members/OnlineReports/Medicare.aspx?ctl=Passport%20Health%20Communications&cID=100001. The page content includes the "PASSPORT ONE SOURCE" logo and the text "Health Communications Medicare Reports". A dropdown menu titled "Medicare Reports:" is open, showing the following options: "No Medicare A Coverage", "No Medicare A Coverage" (highlighted), "Medicare Days less than 20", "Medicare HMO", "End Stage Renal", "Medicare Secondary Payer", "Hospice", "No Medicare B Coverage", and "Date of Death". Below the dropdown are "Submit" and "Print" buttons, and a "Main Menu" link. A callout box on the left contains the text: "There are currently 8 types of Medicare reports available. Select the desired report by clicking on an option and then 'Submit.'" Arrows point from the callout box to the dropdown menu and the "Submit" button.

Example report shows all patients where Medicare returned another primary payer along with COB date. This report can be very beneficial to correct billing and help eliminate denials and increase revenue.

Medicare - Microsoft Internet Explorer

File Edit View Favorites Tools Help

Address https://onesource.passporthealth.com/_members/demo/POR/Medicare2.htm?fc%3AwdcBeginDate_hidden=&fcxwdcBeginDate_input=01%2F01%2F2006&fc_wdcBeginDate_DrpPnl_Calendar1

Begin Date: 01/01/2006 End Date: 01/25/2006 Medicare Reports: Medicare HMO

Submit Print

Main Menu

Patient Name	Medicare ID	Primary Payer Name	COB Date
SMITH, VIOLET	123456114A	AMERIGROUP TEXAS, INC.	
BROWN, RUBY	123456071A	HEALTHSPRING OF ALABAMA, INC.	05/01/2006
GREEN, MYRTLE	123456813D	HEALTHSPRING OF TENNESSEE, INC.	
VIOLET, MARTHA	123456865A	HUMANA INSURANCE COMPANY	
RED, MINNIE	123456060D6	PACIFICARE LIFE AND HEALTH INSURANC	01/01/2006
ORANGE, GENEVA	123456677A	HUMANA INSURANCE COMPANY	01/01/2006
PINK, LOIS	123456978D	KEYSTONE HEALTH PLAN EAST, INC.	
BLACK, KATHERINE	123456649A	AETNA HEALTH, INC.	02/01/2006
SMITH, MARJORIE	123456267A	PACIFICARE LIFE AND HEALTH INSURANC	06/01/2006
SMITH, MARJORIE	123456267A	PACIFICARE LIFE AND HEALTH INSURANC	06/01/2006
YELLOW, OPAL	123456181A	UNITED HEALTHCARE INSURANCE COMPANY	
JONES, GAZETTA	123456256A	HUMANA INSURANCE COMPANY	04/01/2006
JONES, GAZETTA	123456256A	HUMANA INSURANCE COMPANY	04/01/2006
BLACK, KATHERINE	123456649A	AETNA HEALTH, INC.	02/01/2006
BLACK, KATHERINE	123456649A	AETNA HEALTH, INC.	02/01/2006
BEIGE, JOHN	123456243A	HIGHMARK, INC.	05/01/2006
GREY, PATRICIA	123456885A	HEALTHSPRING OF TENNESSEE, INC.	
GREY, PATRICIA	123456885A	HEALTHSPRING OF TENNESSEE, INC.	
ORANGE, GENEVA	123456677A	HUMANA INSURANCE COMPANY	01/01/2006
ORANGE, GENEVA	123456677A	HUMANA INSURANCE COMPANY	01/01/2006
ORANGE, GENEVA	123456677A	HUMANA INSURANCE COMPANY	01/01/2006
SMITH, HAL	123456514A	ELDER HEALTH TEXAS, INC.	01/01/2006
SMITH, HAL	123456514A	ELDER HEALTH TEXAS, INC.	01/01/2006
SMITH, HAL	123456514A	ELDER HEALTH TEXAS, INC.	01/01/2006
SMITH, HAL	123456514A	ELDER HEALTH TEXAS, INC.	01/01/2006

Done Trusted sites

Medicare - Microsoft Internet Explorer

File Edit View Favorites Tools Help

Address https://onesource.passporthealth.com/_members/demo/POR/Medicare2.htm?fc%3AwdcBeginDate_hidden=&fcxwdcBeginDate_input=01%2F01%2F2006&fc_wdcBeginDate_DrpPnl_Calendar1

SMITH, MARJORIE	123456267A	PACIFICARE LIFE AND HEALTH INSURANC	06/01/2006
YELLOW, OPAL	123456181A	UNITED HEALTHCARE INSURANCE COMPANY	
JONES, GAZETTA	123456256A	HUMANA INSURANCE COMPANY	04/01/2006
JONES, GAZETTA	123456256A	HUMANA INSURANCE COMPANY	04/01/2006
BLACK, KATHERINE	123456649A	AETNA HEALTH, INC.	02/01/2006
BLACK, KATHERINE	123456649A	AETNA HEALTH, INC.	02/01/2006
BEIGE, JOHN	123456243A	HIGHMARK, INC.	05/01/2006
GREY, PATRICIA	123456885A	HEALTHSPRING OF TENNESSEE, INC.	
GREY, PATRICIA	123456885A	HEALTHSPRING OF TENNESSEE, INC.	
ORANGE, GENEVA	123456677A	HUMANA INSURANCE COMPANY	01/01/2006
ORANGE, GENEVA	123456677A	HUMANA INSURANCE COMPANY	01/01/2006
ORANGE, GENEVA	123456677A	HUMANA INSURANCE COMPANY	01/01/2006
SMITH, HAL	123456514A	ELDER HEALTH TEXAS, INC.	01/01/2006
SMITH, HAL	123456514A	ELDER HEALTH TEXAS, INC.	01/01/2006
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SMITH, HAL	123456514A	ELDER HEALTH TEXAS, INC.	01/01/2006
SMITH, HAL	123456514A	ELDER HEALTH TEXAS, INC.	01/01/2006
MAROON, BARBARA	123456592A	UNITED HEALTHCARE OF ALABAMA, INC.	06/01/2001
TAN, NANCY	123456959A	BLUE CROSS BLUE SHIELD OF MICHIGAN	02/01/2006
OVAN, SALLIE	123456358A	PACIFICARE LIFE AND HEALTH INSURANC	04/01/2006
BLUE, SLLA	123456607D	UNITED HEALTHCARE OF WISCONSIN, INC	06/01/2006
ORANGE, GENEVA	123456677A	HUMANA INSURANCE COMPANY	01/01/2006
ORANGE, GENEVA	123456677A	HUMANA INSURANCE COMPANY	01/01/2006
SMITH, HAL	123456514A	ELDER HEALTH TEXAS, INC.	01/01/2006
SMITH, HAL	123456514A	ELDER HEALTH TEXAS, INC.	01/01/2006

Export To Excel

Click the Export to Excel button to create a spreadsheet.

There are a number of reports that will apply only to Passport's Integrated Clients. These reports are:

- User Mapping Errors
- Payer Mapping Summary
- Payer Mapping Errors

User Mapping Errors - This report was created for EDI clients and will show all users whose integrated ID is not set up correctly in Client Admin. If a user is not getting any responses back, this is usually the problem and can be easily corrected.

The Mnemonic is the user id.

The Date Stamp is the last attempt to send a response.

This report can be exported to Excel.

Mnemonic	DateStamp
TestLG	12/20/2005 2:13:22 PM
TestLG1	12/21/2005 4:39:56 PM
TestLG2	12/21/2005 4:40:07 PM
TestLG3	12/21/2005 4:40:14 PM

Payer Mapping Errors – This report is designed for EDI clients to determine if any setup errors exist.

Month To Date will set begin date to the first day of the current month and end date to yesterday.

Yesterday will default the begin and end dates to the previous day.

Last 90 Days will calculate the begin date and set the end date to yesterday.

PASSPORT ONE SOURCE®
Hospital
Payer Mapping Errors
(Report data limited to previous 90 days)

Begin Date: 02/01/2008 End Date: 02/12/2008

Submit Yesterday Month To Date Last 90 Days Print

[Main Menu](#)

Trading Partner	Client Name	Bad Mnemonic	Time Stamp
Hospital Name	Hospital Name	MSADMSVCS	02/06/2008 4:42:06 PM

This report is not intended to be used for accounting purposes.

Export To Excel

Bad Mnemonic is the client internal payer mnemonic.

Export to Excel function.

There are several other useful reports available such as:

- Transaction Volume by Department
- Transaction Volume by User
- Medicaid Reports for IL & IN

The Online Reports feature can be added for any users you feel it may benefit.

Thank you for using Passport!



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