![Molina Healthcare logo](MOLINA HEALTHCARE)

March 16, 2022

Provider Memorandum

Claims Report Now Available Through Availity

Molina Healthcare of Illinois (Molina) is getting closer to full Availity Portal functionality. An enhanced Claims Report is available to help you manage your Molina claims information. The Claims Report is a line-level accounts receivable report that pulls in Excel for easy filtering and sorting.

Key Features

- Claims Status (Paid, Denied, In Process)
- Payment Details/Denial Details
- Detailed Remit Comments and Processor Remit Comments where applicable

How To Access

1. Availity Menu Bar > Payer Spaces > Molina Healthcare
2. Under Payer Spaces > Choose Applications Tab > Reports Tile
3. Choose "Request Report" option and complete the report request and/or choose "View Reports" option to Access and Download reports
   - You will need your TIN and Provider ID
4. You will receive an email when the report is ready. Reports are usually complete in 10 minutes to one hour. Navigate back to the Reports Tile (steps 1–2 above) and choose the option "View Reports" to view the Claims Report
5. If you are ready to View Reports, click View Reports button at the bottom right of the page to be directed to the Reports Viewer screen

Need Help?

For assistance using the Availity Portal, call the Availity Help Desk from 7 a.m. to 7 p.m. Central Time at **(800) 282-4548**.

Also, you and your staff are invited to attend one of our informative Availity Portal training sessions, where you can ask questions.

- April—Wednesday, April 20 at 1 p.m. **Register**
- May—Wednesday, May 18 at 9 a.m. **Register**
- June—Wednesday, June 22 at 1 p.m. **Register**

Questions?

We're here to help. Contact your Provider Network Manager or email the Provider Network Management team at MHILProviderNetworkManagement@MolinaHealthcare.com. For help identifying your Provider Network Manager, visit Molina's Service Area page at MolinaHealthcare.com.

Availity Provider Portal

We continue our transition to Molina's Availity Provider Portal, a tool that streamlines your claims management, authorizations, and eligibility/benefit verification. Are you registered? Click here.

Get Critical Updates

Receive news and updates about Molina services and plan requirements delivered straight to your inbox! Click here to join Molina Healthcare of Illinois' provider email list.

Note: Molina's website and documents are best viewed in Google Chrome or Microsoft Edge.