## IN SURPRISES PRICE NEGOTIATION REQUEST FORM

An independent licensee of the Blue Cross and Blue Shield Association

Rendering Provider NPI	Provider Name
Subscriber ID	Patient Name
Admission From Date	AdmissionThrough Date
Claim #	ClaimTotal

Contact Information Required					
Name:					
Address:					
City:		Zip:		State:	

Requests	
Claim Line Number	Claim Line Number
Charge	Charge
Original Payment	Original Payment
Requested Payment	Requested Payment
Justification	Justification
Service Date	Service Date
Procedure or Revenue Code	Procedure or Revenue Code
Modifier	Modifier
Claim Line Number	Claim Line Number
Charge	Charge
Original Payment	Original Payment
Requested Payment	Requested Payment
Justification	Justification
Service Date	Service Date
Procedure or Revenue Code	Procedure or Revenue Code
Modifier	Modifier

## Form Submission Instructions:

1. Please digitally fill form and submit to Availity at <u>www.availity.com</u>.

2. Once in, go to Attachments - New - under the Claims & Payments tab.

3. From the Attachments Dashboard click the Send Attachment button.

4. Select your organization and BCBSWY as the Payer.

5. Then enter your NPI or TIN and your organization name and then enter the patient information.

6. Next enter Patient Account Number (this can be any number used by

your organization to identify the patient). **Click the "Generate" button**. The "Generate" button creates a random document number necessary to upload documents.

 $\ensuremath{\text{7.}}$  Complete the required claim number and service date boxes.

 $\label{eq:second} 8. \mbox{ Attach your documents then click send attachments.}$ 

9. If you do not have an account on the Availity portal, please fax form and documentation to 307-634-5742.