

# Viewing Authorization List

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**Client ID:** The client's ProviderOne ID number, 9 digits followed by WA, ex: 123456789WA

**Managed Care Organization:** A health insurance company that contracts with the State of Washington to provide coverage for Washington Apple Health (Medicaid) clients.

**Provider ID:** The provider's ID number for ProviderOne, 7 digits. This is the same as the Domain number. You will see this listed on the Authorization with a 2 digit location code such as 01, ex: 123456701.

**Third Party Payer:** An organization, other than the State or client themselves, which provides payment for services rendered.

## Common Acronyms:

**AFH:** Adult Family Home

**EARC:** Enhanced Adult  
Residential Care

**TPR:** Third Party Resource

**ALF:** Assisted Living Facility

**ESF:** Enhanced Service Facility

**ARC:** Adult Residential Care

**HCA:** Health Care Authority

**C/R:** Client Responsibility

**PAR:** Participation

**DSHS:** Department of Social and  
Health Services

**R&B:** Room and Board

## Authorization List

The Department of Social and Health Services (DSHS) is the payer of last resort. Other funding sources are to be billed prior to consideration of payment from DSHS.

The other sources include, but are not limited to: Private Pay, Long-Term Care Insurance, Private Health Insurance, Medicare, Managed Care, Apple Health (Medicaid), and Client Responsibility.

The Social Security Act of 1902(a)(25) (the Act) requires that states take “all reasonable measures to ascertain the legal liability of third parties.” The Act further defines third party payers to include, among others, health insurers, managed care organizations (MCOs), and group health plans (health plans offered by an employer or employee organization to provide health coverage to employee and their families), as well as any other parties that are legally responsible by statute, contract, or agreement to pay for care and services. The regulations mirror this definition of third parties.

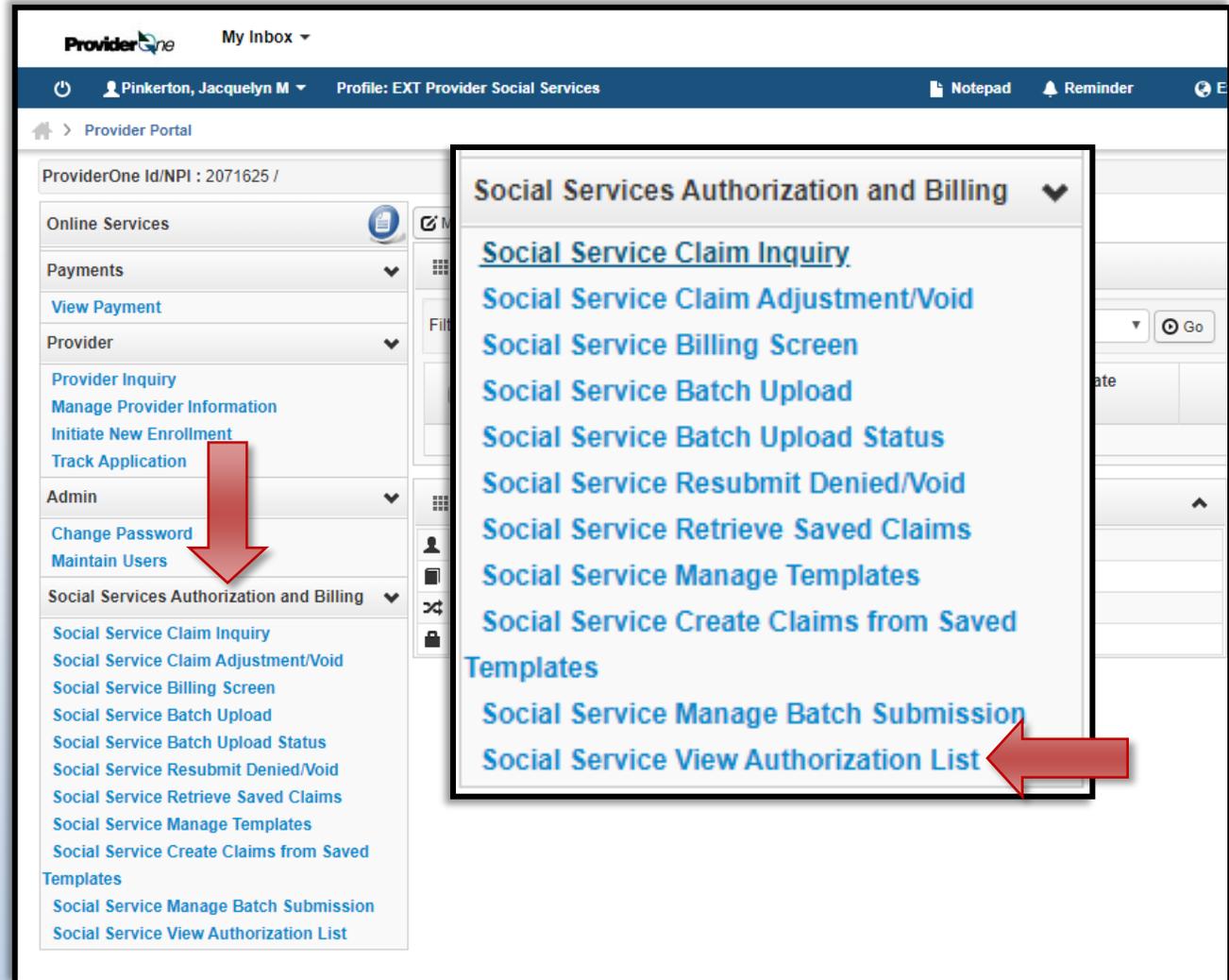
To view social service authorizations, first log in to ProviderOne using the **'EXT Provider Social Services'** or **'EXT Provider Social Services Medical'** profile.

In the provider portal, navigate to the **'Social Service Authorization and Billing'** area located at the very bottom of the online services list on the left.

Next, select **'Social Service View Authorization List'**. From here you will be able to see social service authorization information for each client.

**Note:**

The **'EXT Provider Social Services Medical'** profile can be used to access the **'Social Service View Authorization List'**, however, when submitting social service medical claims, users of this profile will do so under the **'Claims'** area.

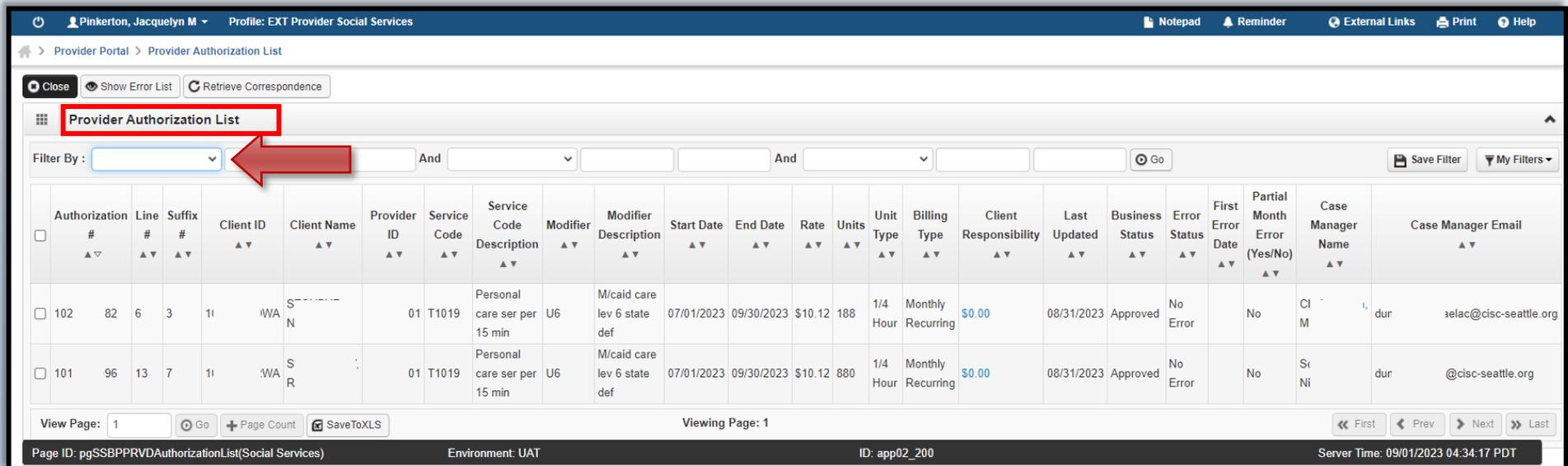


The screenshot shows the ProviderOne portal interface. At the top, the user is logged in as 'Pinkerton, Jacquelyn M' with the profile 'EXT Provider Social Services'. The main navigation menu on the left includes 'Online Services', 'Payments', 'Provider', 'Admin', and 'Social Services Authorization and Billing'. A red arrow points to the 'Social Services Authorization and Billing' menu item. A secondary dropdown menu is open, listing various social service functions. A second red arrow points to the 'Social Service View Authorization List' option at the bottom of this dropdown.

- ProviderOne Id/NPI : 2071625 /
- Online Services
  - View Payment
- Payments
  - View Payment
- Provider
  - Provider Inquiry
  - Manage Provider Information
  - Initiate New Enrollment
  - Track Application
- Admin
  - Change Password
  - Maintain Users
- Social Services Authorization and Billing
  - Social Service Claim Inquiry
  - Social Service Claim Adjustment/Void
  - Social Service Billing Screen
  - Social Service Batch Upload
  - Social Service Batch Upload Status
  - Social Service Resubmit Denied/Void
  - Social Service Retrieve Saved Claims
  - Social Service Manage Templates
  - Social Service Create Claims from Saved Templates
  - Social Service Manage Batch Submission
  - Social Service View Authorization List

# Authorization List

The 'Provider Authorization List' appears. The default view shows only the active authorizations for the current month. To view your active authorizations for other months you may use the various 'Filter By' options available.



The screenshot shows the 'Provider Authorization List' interface. At the top, there are navigation links: 'Close', 'Show Error List', and 'Retrieve Correspondence'. Below this is a search bar with 'Filter By:' and a dropdown menu. A red box highlights the title 'Provider Authorization List' and a red arrow points to the 'Filter By' dropdown. The main area contains a table with the following columns:

| Authorization # | Line # | Suffix # | Client ID | Client Name | Provider ID | Service Code | Service Code Description     | Modifier | Modifier Description        | Start Date | End Date   | Rate    | Units | Unit Type | Billing Type      | Client Responsibility | Last Updated | Business Status | Error Status | First Error Date | Partial Month Error (Yes/No) | Case Manager Name | Case Manager Email     |
|-----------------|--------|----------|-----------|-------------|-------------|--------------|------------------------------|----------|-----------------------------|------------|------------|---------|-------|-----------|-------------------|-----------------------|--------------|-----------------|--------------|------------------|------------------------------|-------------------|------------------------|
| 102             | 82     | 6        | 3         | 11          | WA          | S            | Personal care ser per 15 min | U6       | M/caid care lev 6 state def | 07/01/2023 | 09/30/2023 | \$10.12 | 188   | 1/4 Hour  | Monthly Recurring | \$0.00                | 08/31/2023   | Approved        | No Error     | No               | Cl M                         | dur               | aelac@cisc-seattle.org |
| 101             | 96     | 13       | 7         | 11          | WA          | S            | Personal care ser per 15 min | U6       | M/caid care lev 6 state def | 07/01/2023 | 09/30/2023 | \$10.12 | 880   | 1/4 Hour  | Monthly Recurring | \$0.00                | 08/31/2023   | Approved        | No Error     | No               | St Ni                        | dur               | @cisc-seattle.org      |

At the bottom of the interface, there are navigation controls: 'View Page: 1', 'Go', '+ Page Count', 'SaveToXLS', 'Viewing Page: 1', and navigation buttons for 'First', 'Prev', 'Next', and 'Last'. The footer contains: 'Page ID: pgSSBPPRVDAuthorizationList(Social Services)', 'Environment: UAT', 'ID: app02\_200', and 'Server Time: 09/01/2023 04:34:17 PDT'.

The authorization list has many components that will be shown in the next few pages. First you will see:

## ◆ Authorization Number

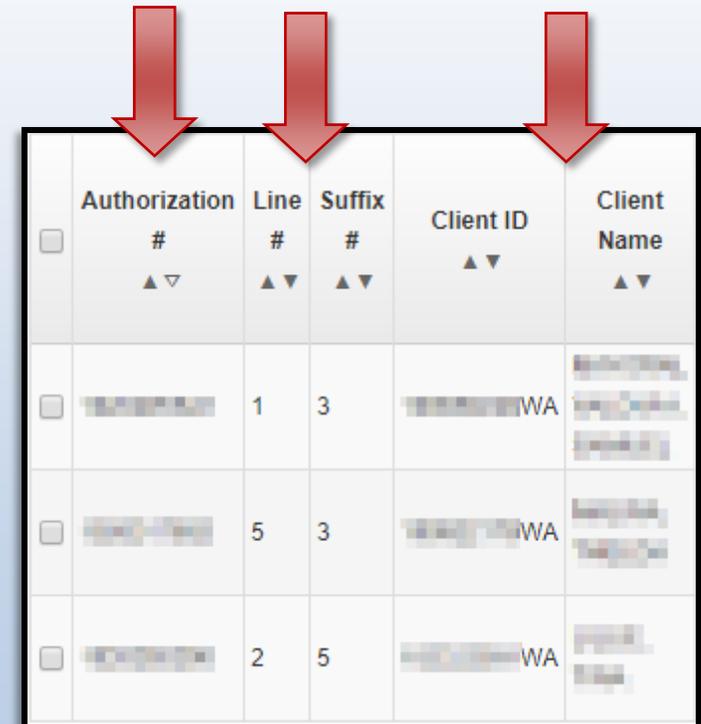
⇒ 10 digit number. Authorizations typically are good for 1 year at a time. When an authorization has been extended after a client assessment, the authorization number will stay the same. Only the end date should change based on the new assessment. Canceled authorizations for services that are later re-authorized will have a new authorization number.

## ◆ Line/Suffix Number

⇒ The line number denotes the line of service on the authorization. The service line number will have a point after called a “suffix”. If this line is modified by the case worker, the service line would be split into two (or more) lines. *Ex. Line 1.1 and line 1.2, etc.*

## ◆ Client ID/Client Name

⇒ The Client ID is an 11 character alpha-numeric identifier used in ProviderOne. This ID will always end in “WA”.



|                          | Authorization # | Line # | Suffix # | Client ID    | Client Name |
|--------------------------|-----------------|--------|----------|--------------|-------------|
| <input type="checkbox"/> | #               | #      | #        |              |             |
| <input type="checkbox"/> | ██████████      | 1      | 3        | ██████████WA | ██████████  |
| <input type="checkbox"/> | ██████████      | 5      | 3        | ██████████WA | ██████████  |
| <input type="checkbox"/> | ██████████      | 2      | 5        | ██████████WA | ██████████  |

Next is the:

## ◆ Provider ID

- ⇒ The Provider ID, or Domain, is a 7-digit number used to identify providers in ProviderOne. The number shown on the authorization lists adds a 2-digit location ID to the domain. Locations denote social service locations available for authorization.
- ⇒ The Billing Provider ID will now have 9 digits. Ex. Domain– 1234567, Domain + Location ID– 123456701. If the provider has more than one location, then the next ID would be shown as 123456702 and so on, based on the number of locations the provider has available.

## ◆ Service Code/Service Code Description

- ⇒ Each service authorized will have a service code and brief description of the service.

## ◆ Modifier/Modifier Description

- ⇒ Any modifiers needed will be listed here, with a description available if applicable. Modifiers for equipment and to differentiate between RN/LPN nurses will not be shown here. Refer to your billing guides for correct modifiers.

## ◆ Start/End Date

- ⇒ The start and end dates of the current authorization are shown by default.



| Provider ID | Service Code | Service Code Description     | Modifier | Modifier Description | Start Date | End Date   |
|-------------|--------------|------------------------------|----------|----------------------|------------|------------|
| [REDACTED]  | T1019        | Personal care ser per 15 min |          |                      | 01/01/2020 | 01/31/2020 |
| [REDACTED]  | T1019        | Personal care ser per 15 min |          |                      | 01/01/2020 | 01/31/2020 |
| [REDACTED]  | T1019        | Personal care ser per 15 min |          |                      | 01/01/2020 | 01/31/2020 |

Next is:

◆ **Rate**

⇒ Rate shown is per 'Unit Type'. Ex. A provider is reimbursed at a rate of \$9.24 for every 15 minutes of service (1/4 hour). The rate shown will reflect this amount per 15 minutes. If the unit type is "Day" then the total rate for the day would be shown. This applies for the unit types of "Each" and "Monthly" as well.

◆ **Units/Unit Type**

⇒ The unit type shows how a service code will be billed. Unit types are 1/4 Hour, 1/2 Hour, Hour, Each, Per visit, Mile, Daily, Monthly. (See your authorization for the unit type.)

**Billing Type**

**Description**

**Monthly Recurring**

If the authorization is for multiple months then the units/dollars are for each month.

**Span Multiple**

If the authorization is for multiple months then the units/dollars are for the entire span of months and can be billed multiple times within the span.

**Span Single**

If the authorization is for multiple months then the units/dollars are for the entire span of months and can only be billed one time (single Date of Service). Once the service is billed then all other dates within the span are automatically inactivated by ProviderOne.

**One Time**

If the authorization is for multiple months then the units/dollars are for the entire span of months and is only paid one time on the last date authorized on the line. One Time codes are not claimed by the provider, but paid out automatically based on the last authorized date.



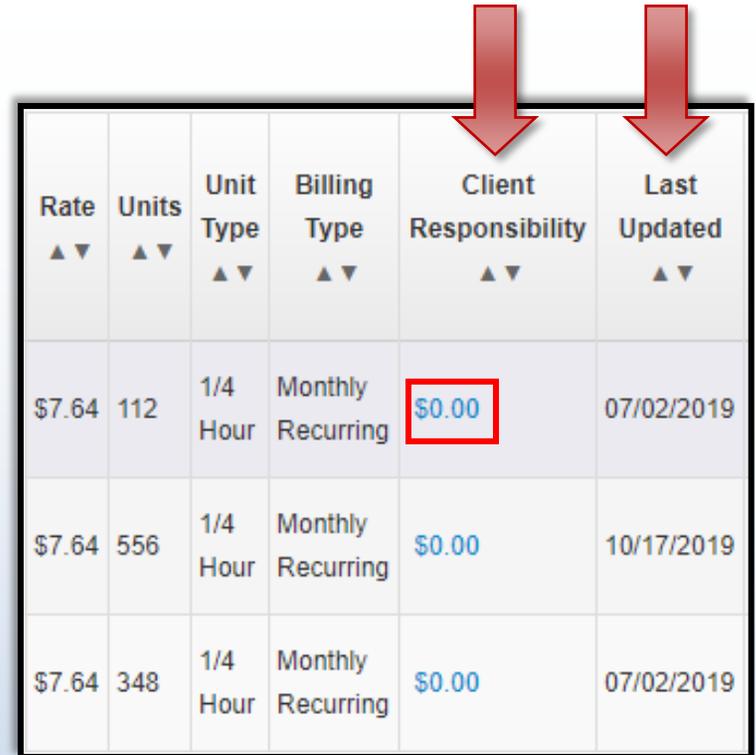
| Rate   | Units | Unit Type | Billing Type      | Client Responsibility | Last Updated |
|--------|-------|-----------|-------------------|-----------------------|--------------|
| ▲ ▼    | ▲ ▼   | ▲ ▼       | ▲ ▼               | ▲ ▼                   | ▲ ▼          |
| \$7.64 | 112   | 1/4 Hour  | Monthly Recurring | \$0.00                | 07/02/2019   |
| \$7.64 | 556   | 1/4 Hour  | Monthly Recurring | \$0.00                | 10/17/2019   |
| \$7.64 | 348   | 1/4 Hour  | Monthly Recurring | \$0.00                | 07/02/2019   |

## ◆ Client Responsibility (C/R)

⇒ The client responsibility or amount that the provider is to collect from the client each month will be listed, if applicable. There are three parts to C/R:

- ◇ **Participation:** The amount a client contributes towards their cost of care.
- ◇ **Room and Board:** The amount a client contributes towards the cost of food and housing in a facility. Only applicable in AFH, ESF, EARC, AL, and ARC settings.
- ◇ **Third Party Resources:** Additional income benefits which may include Veterans Affairs benefits, L&I income, trusts, and Long-Term Care insurance.

⇒ By clicking the blue client responsibility number you can see a monthly breakdown of how C/R has been applied for the month.



| Rate   | Units | Unit Type | Billing Type      | Client Responsibility | Last Updated |
|--------|-------|-----------|-------------------|-----------------------|--------------|
| \$7.64 | 112   | 1/4 Hour  | Monthly Recurring | \$0.00                | 07/02/2019   |
| \$7.64 | 556   | 1/4 Hour  | Monthly Recurring | \$0.00                | 10/17/2019   |
| \$7.64 | 348   | 1/4 Hour  | Monthly Recurring | \$0.00                | 07/02/2019   |

## ◆ Last Updated

⇒ Shows the user the date that the authorization was most recently updated.

Next is:

## ◆ Business Status/Error Status

⇒ It is important that authorizations are in an “Approved/No Error” status before submitting claims. You should check authorizations each time before billing to ensure there are no errors that will impact your claims.

## ◆ First Error Date

⇒ This is the first date that services are in error. Any claims submitted for the date of service in error will result in a denied claim.

⇒ Contracts that are within 2 months of renewal will cause authorizations to show an error for “Unable to derive Taxonomy.” This error will not affect claims until the start date listed on the error.

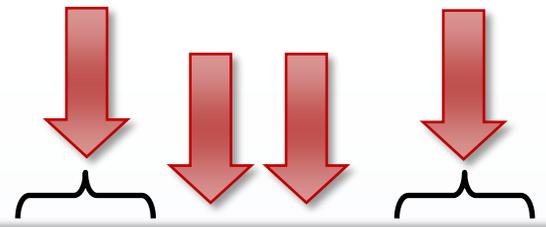
## ◆ Partial Month Error

⇒ If an authorization has a partial month error applicable, it will be shown here.

## ◆ Case Manager Name/Phone Number

⇒ The client’s primary case manager and contact phone number are listed on the authorizations.

⇒ While case managers should be your contact for authorizations errors, billing questions and additional training requests should be directed to the MACSC call center.



| Business Status<br>▲ ▼ | Error Status<br>▲ ▼ | First Error Date<br>▲ ▼ | Partial Month Error<br>Yes/No<br>▲ ▼ | Case Manager Name<br>▲ ▼ | Case Manager Phone Number<br>▲ ▼ |
|------------------------|---------------------|-------------------------|--------------------------------------|--------------------------|----------------------------------|
| Approved               | No Error            |                         | No                                   | Smith,<br>[blurred]      | 360-[blurred]                    |
| Approved               | No Error            |                         | No                                   | Smith,<br>[blurred]      | 360-[blurred]                    |

### MACSC Call Center

[Contact Us web form:](#)

**Call: 1-800-562-3022**

- Option 4 for Provider Services
- Option 1 for Social Services

**View Error**

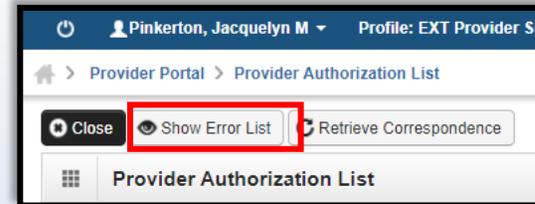
# View Errors

If an authorization shows “Error” in the ‘**Error Status**’ field, you can see when the error is in effect prior to billing for the service. If there is an error that impacts the date you are billing for you, may not be able to submit the claim or the claim could be denied.

To view authorization errors, check the box next to the authorization and select ‘**Show Error List**’ button on the Provider Authorization List page.

**Note:**

The ‘**Show Error List**’ button will open a pop-up window with the error information. Please make sure that your pop-up blockers are disabled prior to starting this process.



| Authorization #          | Line #     | Suffix # | Client ID | Client Name  | Provider ID | Service Code | Service Code Description | Modifier | Modifier Description        | Start Date | End Date   | Rate     | Units | Unit Type | Billing Type      | Client Responsibility | Last Updated | Business Status | Error Status | First Error Date |
|--------------------------|------------|----------|-----------|--------------|-------------|--------------|--------------------------|----------|-----------------------------|------------|------------|----------|-------|-----------|-------------------|-----------------------|--------------|-----------------|--------------|------------------|
| <input type="checkbox"/> | 1000000000 | 4        | 1         | 0000000000WA | 0000000000  | S0215        | Nonemerg transp mileage  | U3       | M/caid care lev 3 state def | 06/16/2020 | 03/31/2021 | \$0.58   | 100   | Mile      | Monthly Recurring | \$0.00                | 08/31/2020   | Approved        | Error        | 7/01/2020        |
| <input type="checkbox"/> | 1000000000 | 3        | 1         | 0000000000WA | 0000000000  | T2033        | Res, nos waiver per diem | U5       | M/caid care lev 4 state def | 06/16/2020 | 03/31/2021 | \$153.00 | 31    | Day       | Monthly Recurring | \$0.00                | 08/31/2020   | Approved        |              |                  |



# View Errors

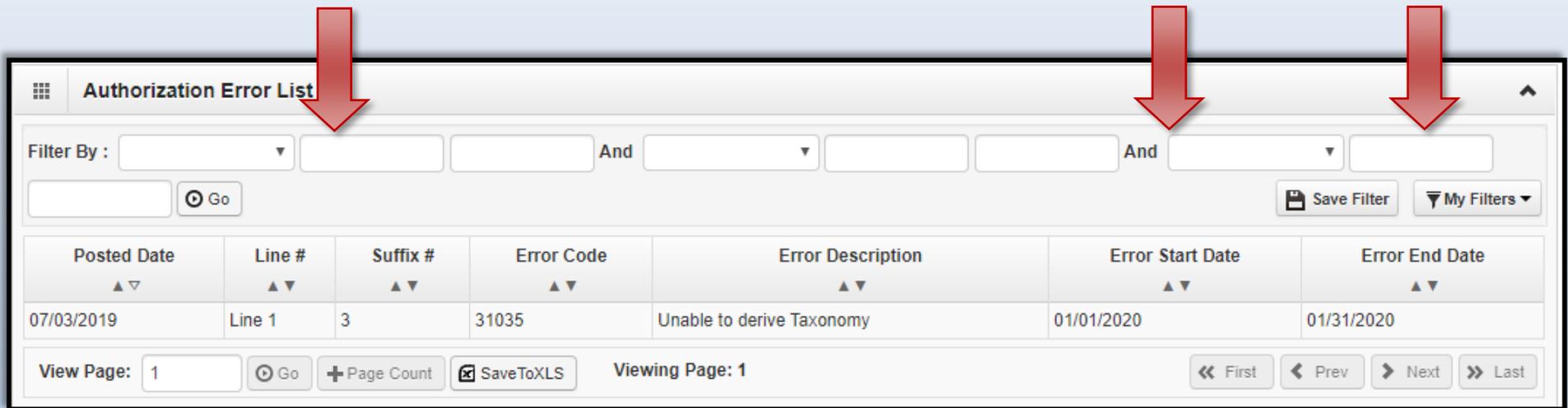
You will now be able to view the error and see if the error will prevent payment.

The affected 'Line #' and 'Suffix #' will be listed, as well as the 'Error Code' and an 'Error Description'.

As previously mentioned, the "Unable to derive Taxonomy" is due to a contract that is within 2 months of a renewal. This error will cause the claim to deny if the date of service is within the active period of the error.

This example error is active from 01/01/2020 to 01/31/2020 and affects services listed on Line 1.3 of the authorization. If this authorization is used for a Date of Service during the month of January then the claim will be denied, however, if used for a Date of Service prior to January, the claim should have no issues.

If your authorization has an error that is active for the Date of Service you are trying to bill, you will need to contact the assigned case manager to resolve the issue.



The screenshot shows the 'Authorization Error List' interface. At the top, there are three red arrows pointing to the filter fields: 'Filter By', 'And', and 'And'. Below the filter fields is a table with the following data:

| Posted Date | Line # | Suffix # | Error Code | Error Description         | Error Start Date | Error End Date |
|-------------|--------|----------|------------|---------------------------|------------------|----------------|
| 07/03/2019  | Line 1 | 3        | 31035      | Unable to derive Taxonomy | 01/01/2020       | 01/31/2020     |

At the bottom of the interface, there are navigation controls including 'View Page: 1', 'Go', '+ Page Count', 'SaveToXLS', 'Viewing Page: 1', and navigation buttons for 'First', 'Prev', 'Next', and 'Last'.

## Navigating the Authorization List

The default view of the authorization will return 10 authorizations per page. If you need to view more authorizations, you may do so using the page controls at the bottom of the screen.

Using the page controls, the user has the ability to:

- ◆ View the page number currently in view,
- ◆ Go to the next or previous page using the **'Next'** or **'Previous'** buttons,
- ◆ Go to the first or last page using the **'First'** or **'Last'** buttons,
- ◆ Jump to a specific page by entering a page number in the **'View Page'** field and clicking **'Go'**,
- ◆ See the total number of pages by clicking **'Page Count'**,
- ◆ Export information to an Excel file using the **'SaveToXLS'** button.

Viewing Page: 1

« First   < Prev   > Next   » Last

View Page:

2

Go

+ Page Count

SaveToXLS

Page Count = 2

**Note:**

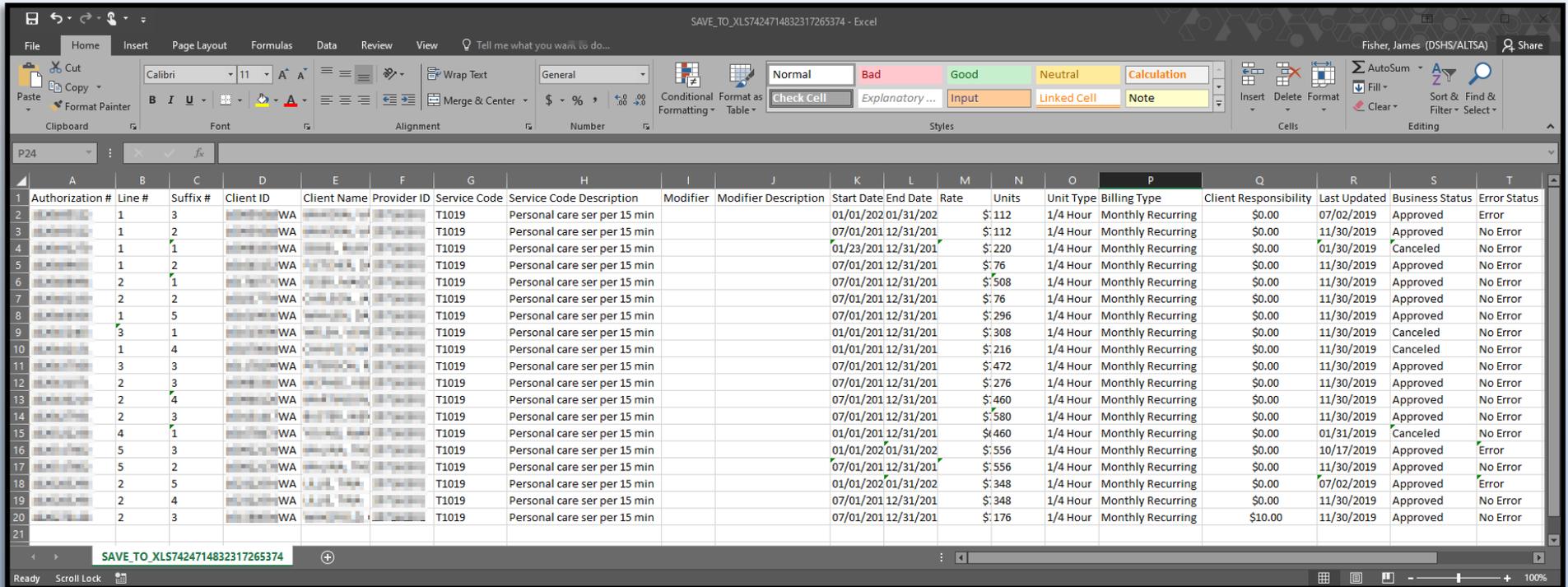
*The screen prompts to save the Excel document may differ depending on your computer programs, however, the resulting file will look the same.*

Exporting your authorization information can help with billing. You can copy data from the file and paste into ProviderOne billing page or search fields; improving accuracy and reducing the potential for typing errors.

If you use this method, be sure to export a new Excel file prior to billing for the service as authorizations may change.



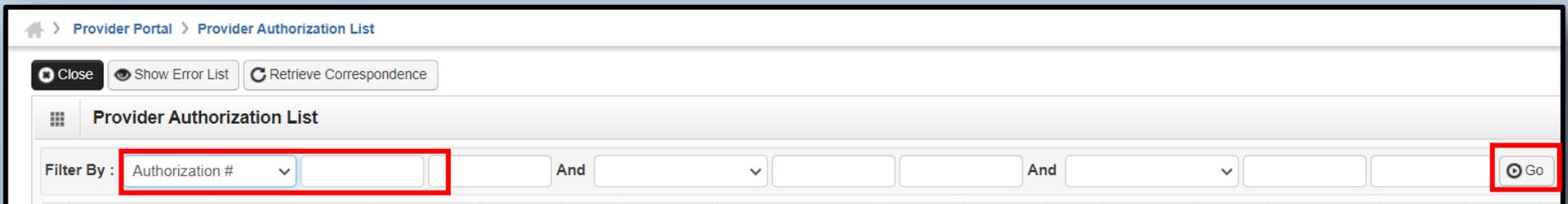
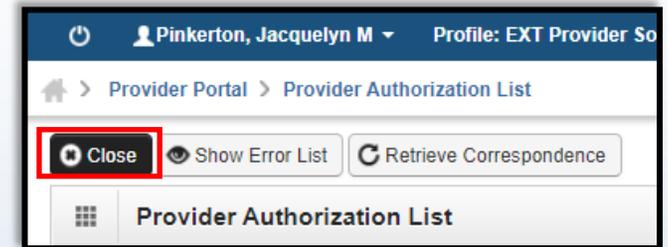
The excel file contains all the information available on the 'Provider Authorizations List' page.



| Authorization # | Line # | Suffix # | Client ID | Client Name | Provider ID | Service Code | Service Code Description     | Modifier | Modifier Description | Start Date | End Date  | Rate   | Units    | Unit Type         | Billing Type | Client Responsibility | Last Updated | Business Status | Error Status |
|-----------------|--------|----------|-----------|-------------|-------------|--------------|------------------------------|----------|----------------------|------------|-----------|--------|----------|-------------------|--------------|-----------------------|--------------|-----------------|--------------|
| 1               | 1      | 3        | WA        |             |             | T1019        | Personal care ser per 15 min |          |                      | 01/01/202  | 01/31/202 | \$:112 | 1/4 Hour | Monthly Recurring | \$0.00       | 07/02/2019            | Approved     | Error           |              |
| 3               | 1      | 2        | WA        |             |             | T1019        | Personal care ser per 15 min |          |                      | 07/01/201  | 12/31/201 | \$:112 | 1/4 Hour | Monthly Recurring | \$0.00       | 11/30/2019            | Approved     | No Error        |              |
| 4               | 1      | 1        | WA        |             |             | T1019        | Personal care ser per 15 min |          |                      | 01/23/201  | 12/31/201 | \$:220 | 1/4 Hour | Monthly Recurring | \$0.00       | 01/30/2019            | Canceled     | No Error        |              |
| 5               | 1      | 2        | WA        |             |             | T1019        | Personal care ser per 15 min |          |                      | 07/01/201  | 12/31/201 | \$:76  | 1/4 Hour | Monthly Recurring | \$0.00       | 11/30/2019            | Approved     | No Error        |              |
| 6               | 2      | 1        | WA        |             |             | T1019        | Personal care ser per 15 min |          |                      | 07/01/201  | 12/31/201 | \$:508 | 1/4 Hour | Monthly Recurring | \$0.00       | 11/30/2019            | Approved     | No Error        |              |
| 7               | 2      | 2        | WA        |             |             | T1019        | Personal care ser per 15 min |          |                      | 07/01/201  | 12/31/201 | \$:76  | 1/4 Hour | Monthly Recurring | \$0.00       | 11/30/2019            | Approved     | No Error        |              |
| 8               | 1      | 5        | WA        |             |             | T1019        | Personal care ser per 15 min |          |                      | 07/01/201  | 12/31/201 | \$:296 | 1/4 Hour | Monthly Recurring | \$0.00       | 11/30/2019            | Approved     | No Error        |              |
| 9               | 3      | 1        | WA        |             |             | T1019        | Personal care ser per 15 min |          |                      | 01/01/201  | 12/31/201 | \$:308 | 1/4 Hour | Monthly Recurring | \$0.00       | 11/30/2019            | Canceled     | No Error        |              |
| 10              | 1      | 4        | WA        |             |             | T1019        | Personal care ser per 15 min |          |                      | 01/01/201  | 12/31/201 | \$:216 | 1/4 Hour | Monthly Recurring | \$0.00       | 11/30/2019            | Canceled     | No Error        |              |
| 11              | 3      | 3        | WA        |             |             | T1019        | Personal care ser per 15 min |          |                      | 07/01/201  | 12/31/201 | \$:472 | 1/4 Hour | Monthly Recurring | \$0.00       | 11/30/2019            | Approved     | No Error        |              |
| 12              | 2      | 3        | WA        |             |             | T1019        | Personal care ser per 15 min |          |                      | 07/01/201  | 12/31/201 | \$:276 | 1/4 Hour | Monthly Recurring | \$0.00       | 11/30/2019            | Approved     | No Error        |              |
| 13              | 2      | 4        | WA        |             |             | T1019        | Personal care ser per 15 min |          |                      | 07/01/201  | 12/31/201 | \$:460 | 1/4 Hour | Monthly Recurring | \$0.00       | 11/30/2019            | Approved     | No Error        |              |
| 14              | 2      | 3        | WA        |             |             | T1019        | Personal care ser per 15 min |          |                      | 07/01/201  | 12/31/201 | \$:580 | 1/4 Hour | Monthly Recurring | \$0.00       | 11/30/2019            | Approved     | No Error        |              |
| 15              | 4      | 1        | WA        |             |             | T1019        | Personal care ser per 15 min |          |                      | 01/01/201  | 12/31/201 | \$:460 | 1/4 Hour | Monthly Recurring | \$0.00       | 01/31/2019            | Canceled     | No Error        |              |
| 16              | 5      | 3        | WA        |             |             | T1019        | Personal care ser per 15 min |          |                      | 01/01/202  | 01/31/202 | \$:556 | 1/4 Hour | Monthly Recurring | \$0.00       | 10/17/2019            | Approved     | Error           |              |
| 17              | 5      | 2        | WA        |             |             | T1019        | Personal care ser per 15 min |          |                      | 07/01/201  | 12/31/201 | \$:556 | 1/4 Hour | Monthly Recurring | \$0.00       | 11/30/2019            | Approved     | No Error        |              |
| 18              | 2      | 5        | WA        |             |             | T1019        | Personal care ser per 15 min |          |                      | 01/01/202  | 01/31/202 | \$:348 | 1/4 Hour | Monthly Recurring | \$0.00       | 07/02/2019            | Approved     | Error           |              |
| 19              | 2      | 4        | WA        |             |             | T1019        | Personal care ser per 15 min |          |                      | 07/01/201  | 12/31/201 | \$:348 | 1/4 Hour | Monthly Recurring | \$0.00       | 11/30/2019            | Approved     | No Error        |              |
| 20              | 2      | 3        | WA        |             |             | T1019        | Personal care ser per 15 min |          |                      | 07/01/201  | 12/31/201 | \$:176 | 1/4 Hour | Monthly Recurring | \$10.00      | 11/30/2019            | Approved     | No Error        |              |

When changes are made to an authorization you will not see them right away if you are already on the **'Provider Authorization List'** page. If you are resolving authorization issues with the case manager and are unable to see the changes in the current view, do the following:

- ◆ Click the **'Close'** button in the upper left corner of the portal.
- ◆ This will bring you back to the main ProviderOne Portal page. Navigate to the **'Social Service Authorization and Billing'** area located at the very bottom of the online services list on the left.
- ◆ Next, select **'Social Service View Authorization List'**.
- ◆ In the **'Filter By'** dropdown, select the manner in which you wish to search the authorizations list, such as authorization number.
- ◆ Enter the information and click **'Go'** at the end of the row.
- ◆ The authorization list will now be refreshed to the most current information available.



Occasionally there will be updates to an authorization. You will be alerted to these changes in the ProviderOne Portal. If you need to review the history of a particular authorization to see what has changed, navigate to the '**Social Service View Authorization List**'. Once the page appears use the '**Filter By**' dropdowns to search for the authorization number and processing status.

- ◆ In the '**Authorization #**' field, enter the authorization number you are searching for. In the '**Processing Status**' field enter "%" and then click '**Go**' at the end of the row. (The "%" acts as a wildcard, showing all possible results for that filter.)

Social Services Authorization and Billing ▾

- [Social Service Claim Inquiry](#)
- [Social Service Claim Adjustment/Void](#)
- [Social Service Billing Screen](#)
- [Social Service Batch Upload](#)
- [Social Service Batch Upload Status](#)
- [Social Service Resubmit Denied/Void](#)
- [Social Service Retrieve Saved Claims](#)
- [Social Service Manage Templates](#)
- [Social Service Create Claims from Saved Templates](#)
- [Social Service Manage Batch Submission](#)
- [Social Service View Authorization List](#)

Provider Portal > Provider Authorization List

Close Show Error List Retrieve Correspondence

Provider Authorization List

Filter By : Authorization # ▾  And Processing Status ▾ %  And

**Business Status**

▲ ▼

Canceled

Approved

**Processing Status**

▲ ▼

Active

Inactive

- ◆ The filtered list appears showing the Business Status as "Approved", "Canceled", or "In Review".
- ◆ The list shows the '**Processing Status**' as "Active" or "Inactive".

**Note:**

*Authorizations must have Business Status: Approved and Processing Status: Active to provide services and be paid.*