



# Streamline Your Paperwork

## Administrative Simplification for Health Care Providers

### Use Technology

Take advantage of technology. Use electronic transactions for:

Billing | Payment | Eligibility | Benefits Verification | Claims Status

*That's Administrative Simplification.*

### Save Time and Money

### Benefits

Using electronic transactions simplifies many burdensome administrative functions.



**Save time with less paperwork-** Reduce routine manual processes. Decrease the need for phone calls, faxes, and traditional mail.



**Speed payments via electronic funds transfer-** Receive payment faster for billed services. Automatically post payments to your accounts receivable.



**Use patient data to improve care and service-** Accurate and timely exchange of information for and about the patient.

### Administrative Simplification Covers Everyone

Everyone who is a HIPAA covered entity and conducts electronic health care transactions must use the adopted standards and operating rules. This includes health plans, clearinghouses, and providers or their representatives - not just those who work with Medicare or Medicaid.

### Get the Most Out of Administrative Simplification



Learn about requirements for health plans, clearinghouses, and providers



Review current manual processes



Discuss electronic transactions with your vendors



File a complaint with CMS if necessary at <https://htct.hhs.gov/aset/public/banner.act>

Learn more at [go.CMS.gov/AdminSimp](https://go.cms.gov/AdminSimp)

