ATS— NAHGA Insurance Interface

The interface with NAHGA was included in ATS so submissions could be streamlined. This document shows you how to configure ATS for these submissions; how to send a submission and what is stored in ATS after the submission is complete.

** Make sure you mark the "primary" insurance company on the athlete info; "Payor #" = 1. This can be done manually or when the athlete is doing their registration in the portal.

We also recommend setting require fields to ensure that the necessary information is entered both by athlete and staff for the injury claims. For more info check out the <u>Required Fields</u> doc.

Admin	Windows	Help	
💑 Site	Info		
🐲 Add	/Undate Tear	na la Organizationa	

Under the Admin—>Site Info screen; on the "Claims/EDI" tab enter the required info in the NAHGA box. Unless otherwise noted the email should be **claims@nahga.com**

We do recommend verifying with NAHGA where they would like the claims sent.



Be sure that claims are enabled for your database.

User Profile:

Be sure to allow access to submit/print claims for those staff members that will need to submit claims.

This can be found on the Modules tab of the User Profile.

Admin Windows Help		
🚜 Site Info		
😹 🛛 Add/Update Teams & Organizations 🔷 🕨		
📴 Users 🔸	Add a User	
💋 Maintenance 🕨 🕨	Search UsersActive Only	
Dashboard Statistics	Search All Users (Active & Inactive)	
Athlete Security	Multi User Update	
Drug Testing	My User	
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Athlete Utilities	Search Users by Organization	
Injury Utilities ►	Search Users by Region	
😫 User		
Information	Security	
Name: Greg AT	Teams Modules Enail Gr	oups Email/Opt Administrator Secure Msg Notes MSC Forms
(First Last) Administrator Athletic Trainer	PRN Staff	Allowed to Submit/Print Claims
🛛 🔁 🗌 Coach 🔄 Doctor/Physiciar	Other Allow Report Printing	
Student Strength/Condition	n User can See All Injur	ies on the Athlete Details Screen

Insurance Specific Information:

In addition to the insurance information; you *MUST* have a note/soap note type called "NAHGA". This should be formatted as shown below, and <u>added for each injury with the</u> <u>applicable information</u>.



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Prior to submitting a claim, you will need to create the injury, complete the Injury Desc/How box on the injury screen, as well as complete the NAHGA specific note.



As part of the submission process you will be asked if you want to encrypt the submission with a password. We STRONGLY recommend using a password and coordinating this with your contact.



After the submission the processes you will see the screen shown to the left. Answering "Yes" updates the submitted date for the injury. The results are shown here...

General Injury Info Injury	Desc/How Cor	ntacte	s Nam	e: Anderson, E	Bobby J		· 6		Statu	is: Curre	nt		-
Body Part Arm (Upper)			- 😛	Injured:	8/ 1/2016	5 v CL			0		einjury?	Follo	w-Up
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To see the claim that was sent:

- 1. Navigate to the documents tab on either the injury or athlete screens
- 2. Select the file
- 3. Click the "View" button.
- 4. The document will be displayed in <u>the PDF viewer</u>.

<u>Note</u> Full-size example on next page

🧕 Injury - And	derson, Bobby J								_			-
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Body Part Inj/III 1-	Arm (Upper) Abrasion		• 😜	Injured: Reported:	8/ 1/20	116 V CL				R	einjury?	Follow-Up
2:	1010001		•	Rtn to Play:	1 1	√ CL]				EMS R Season	equired
Filter 3:		~	•	Resolved:	11	~ CL	Days:		Resolution	Treatm	ent Completed	· · (
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Date of Birth:	01/14/1998	Gender: PND	55N:	rear:	Senior	
Email:	joe@kefferdeve	elopment.com			02/17/2022	
Type of Injury:	Anterior Cruciat Complete	te Ligament (ACL) T	earPartial Or	Injury Date:	03/1//2022	
Body Part:	Right Knee			Injury Time:	10:58 AM	
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