The interface with American Specialties was included in ATS so submissions could be streamlined. This document shows you how to configure ATS for these submissions.

\*\*\*MAKE SPECIAL NOTE, American Specialties claims are NOT Stored in ATS.\*\*\*

\*\* 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.



Under the Admin—>Site Info screen; on the "Claims/EDI" on Partner Page 2, tab enter the required info. You will need to communicate directly with American Specialties to ensure you have the correct domain to submit the claims to.

If not already enabled, do make sure you activate the Enable Claim Submission box for your database.

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Save Close		Save	

#### 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.

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	Users	•	Add a User
ø	Maintenance	•	Search UsersActive Only
37	Dashboard Statistics		Search All Users (Active & Inactive)
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B	Coach Doctor/Physician Other	Allow Report Printing M Allow Report Exporting
	Student Strength/Condition	User can See All Injuries on the Athlete Details Screen

To submit a claim, select "American Specialty" from the "Claim For" list, then click the "Claim" button. Clicking this button sends an EDI claim to American Specialty and adds a electronic document to the injury information. Complete as much of the injury tab as possible, some of the information contained here will be transposed onto the injury insurance claim form that is opened.

🧕 Injury - Da	ivis, Crash											- • ×
General Inj	jury Info Inju	ry Desc/How	Athlete	Nam	e: Davis, Cras	h		· 6		Status: Cu	rrent	- 🖯
Body Part:	Knee			- 🕀	Injured:	3/17/2022	▼ 1	0:58 AM		💿 🔽 👎	Reinjury? 🗌	Follow-Up 🗌
Inj/III 1:	Anterior Crue	ciate Ligame	nt (ACL)	TearF 🔻	Reported:	3/17/2022	▼ 1	0:58 AM		] 🚳 🔽 👘	EMS B	
2:				-	Rtn to Play:	1.1	- C	Days:	0		Season	Ending
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Side:	Right	•	<b>e</b>	Hap	pened during:	Practice		•	<b>e</b>	Athletic Trainer:	関 Bypass	NCAA/HS? 🗹
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Be sure to a	enter a brief i	injury note to	describ	e what h	appened, this	goes on the			il ford		rivato Record	Card View
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Modality M	ledication Ref	nab Limitation	Service	Concus	s Evals Referra	Notes/Staff/	Msg No	otes/More	Evaluat	tions eFile Stre	ength NCAA/HS	Claims
Date	The second secon	Injury			Modalities			Time		Note(s)		Modalities
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After the "claim" button is clicked a web page will open with partially completed information. Make sure you complete the rest of the information and successfully "Submit Incident".

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<ul> <li>Please answer the other insurance</li> </ul>	coverage question.								
Submit Incident         When you click the above Submit Incident button you will finish the incident input process.         Asterick * indicates required field.									
Member Institution: ATS									
Address: 24 Villag	e Park Drive								
Grove Ci	ty PA 16127								
Telephone: 724-458	5289								
	0200								
ACCIDENT INFORMATION									
Accident Date* Accide	Accident Date* Accident Time*								
	03/17/2022								
Accident Description*	Accident Description*								
Be sure to enter a brief injury	Be sure to enter a brief injury note to describe what happened, this goes on the								
injury claim.									
INJURED PERSON INF	INJURED PERSON INFORMATION								
First Name* Conder* Date of Birth*									
Crash	Davis								
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<u>Note</u> No eFile and/or print of the claim will be saved in ATS.