Medical Billing Professionals Support Suite

New Procedure for Annual Prepayment Option Renewals

2020-06-14 - Medical Billing Professionals - Comments (0) - General

NEW PROCEDURE FOR ANNUAL PREPAYMENT OPTION RENEWALS

For our providers who are currently submitting under an Annual Prepayment Option (or who want to convert from the standard rate to an Annual Prepayment Option) from now on we will be emailing you an Annual Prepayment Option Renewal Agreement.

This agreement will allow you to digitally sign the agreement in which you indicate you want to purchase a renewal and that you undertstand the terms of the Annual Prepayment Option.

We will send this email to you approximately 3-4 weeks prior to you running out of claims under your current prepayment option.

If you do not digitally sign the agreement within 3-4 days we will send a second notice.

If you do not digitally sign the agreement after another 3-4 days we will send a third and final notice.

If you still do not digitally sign the agreement you will automatically be converted to the standard per-claim rate once you run out of claims under your current prepayment option.

In this agreement providers will have the option to check a box for Automatic Renewal of the prepayment option. This will allow you to continue to take advantage of the discounted Annual Prepayment Option rates without having to complete this agreement each time you run out of claims.

It is important that providers check their emails every day. When you receive a notice from Adobe Sign about the Annual Prepayment Option agreement, make sure you immediately click the link in the email to complete the agreement.

You then will receive via email an executed copy for your own records.

And for those that ask, no, this agreement cannot be faxed to you. It can only be emailed so you can digitally sign the agreement and so we have the history via Adobe Sign.

Thanks,
Steve