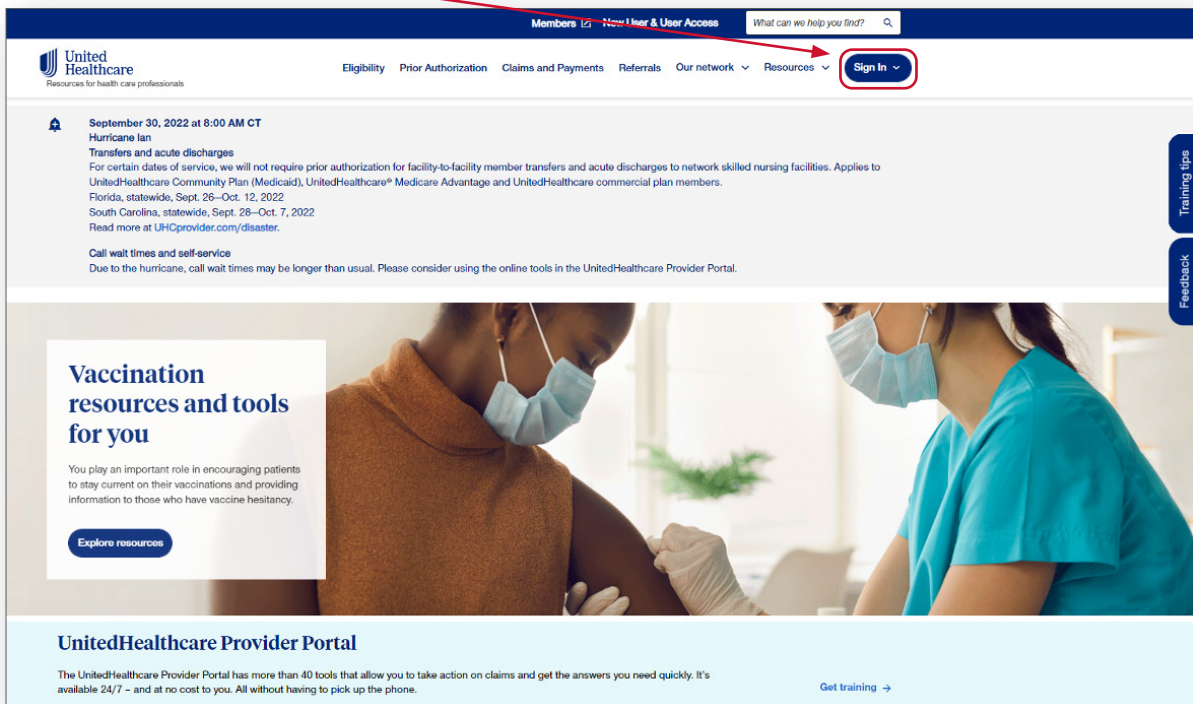


EC915F and EC7810 Reconciliation

Required files

Downloading the EC915F Eligibility Report

- Sign in to the UnitedHealthcare Provider Portal
- Go to UHCprovider.com and select Sign In in the top-right corner



Sign in using your One Healthcare ID and password

Sign In With Your One Healthcare ID

One Healthcare ID or email address

Password

Additional options:
[Create One Healthcare ID](#)
[Manage your One Healthcare ID](#)
[What is One Healthcare ID?](#)

Sign In

[Forgot One Healthcare ID](#) | [Forgot Password](#)

Do not bookmark this login page. Instead, bookmark [UHCprovider.com](https://secure.uhcprovider.com) then click "Sign In" next time you want to log in.

New One Healthcare ID requirement coming soon

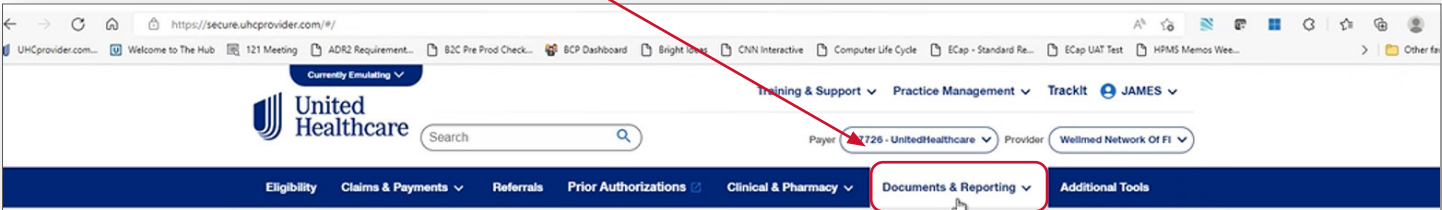
Starting in early September 2022, UnitedHealthcare Provider Portal users who are also registered for Optum Pay must add a phone number to their profile.

You can add your phone number now by going to the Manage your One Healthcare ID link above and clicking the Verification Options tab. If your profile already includes your phone number, no action is required.

[Chat with support](#)

Note: This feature is not advisable for persons with visual impairments and/or who may require audible support.

Select Documents & Reporting



Select UnitedHealthcare Reports

The screenshot shows the UnitedHealthcare portal interface. At the top, there is a search bar and navigation tabs for Payer (87726 - UnitedHealthcare) and Provider (Wellmed Network Of FI). The main navigation bar includes: Eligibility, Claims & Payments, Referrals, Prior Authorizations, Clinical & Pharmacy, Documents & Reporting, and Additional Tools. The 'Documents & Reporting' tab is highlighted with a red box. Below this, the 'Reporting' section is visible, containing several report categories: Hospital Performance Based Compensation Program, UHC Insights, Physician Performance Based Compensation Program, UnitedHealthcare Reports, and UnitedHealthcare West Reports. The 'UnitedHealthcare Reports' category is highlighted with a red box and contains the text: 'View capitation, ECap capitation, claim, quality, and provider roster / profile reports.' A red arrow points from the 'Documents & Reporting' tab to this box, and another red arrow points from this box to the 'UnitedHealthcare West Reports' category below it.

Select appropriate account (list will show all accounts you have access to)

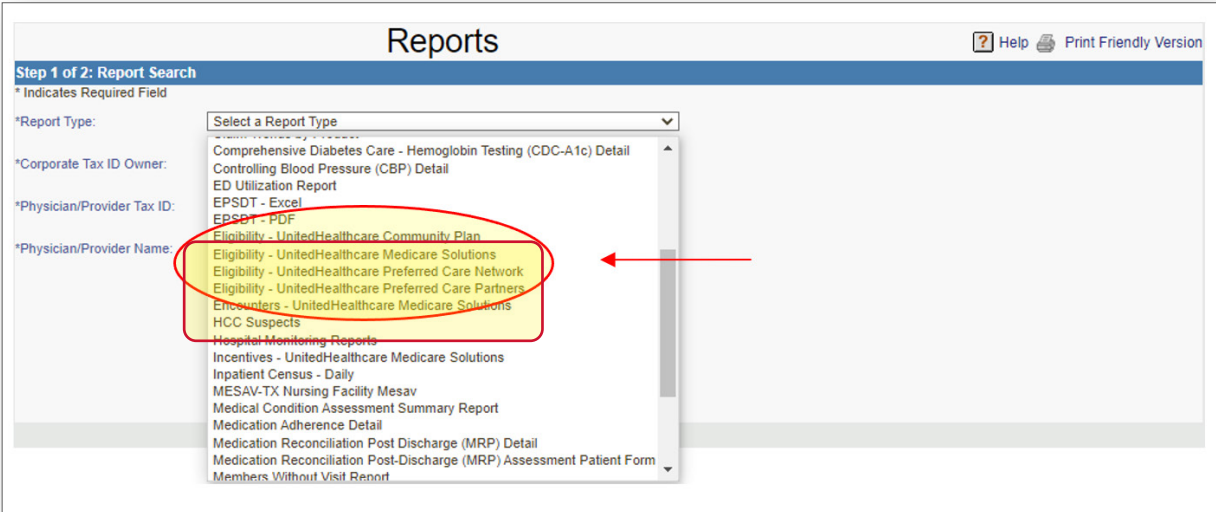
Accounts

	Provider/Organization Name	User Account Type	Status	Note
Connect	ABC Medical Group	Standard User	Active	
Connect	DEF Medical Group	Primary Access Administrator	Active	

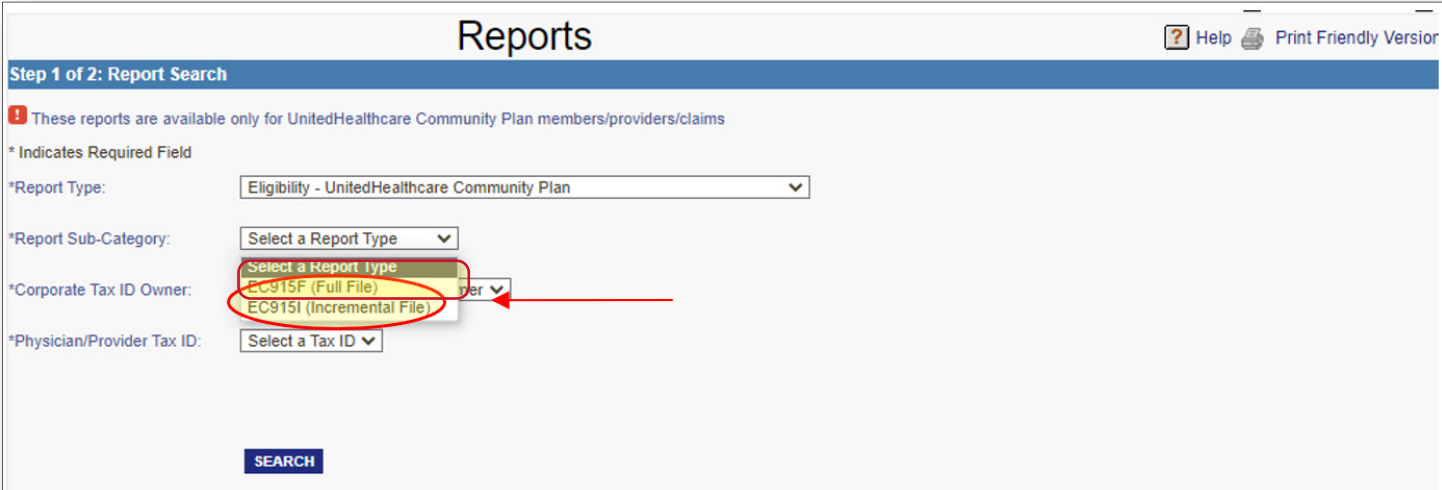
All Provider/Organizations associated with your Optum ID are listed here



Under “Report Type,” select Eligibility (based on your market and product)



Select the EC915F (Full File) under “Report Sub-Category”



Select the tax ID for the reports you wish to view and click Search

Reports Help Print Friendly Version

Step 1 of 2: Report Search

These reports are available only for UnitedHealthcare Community Plan members/providers/claims

* Indicates Required Field

*Report Type: Eligibility - UnitedHealthcare Community Plan

*Report Sub-Category: EC915F (Full File)

*Corporate Tax ID Owner: Select a Corporate Tax ID Owner

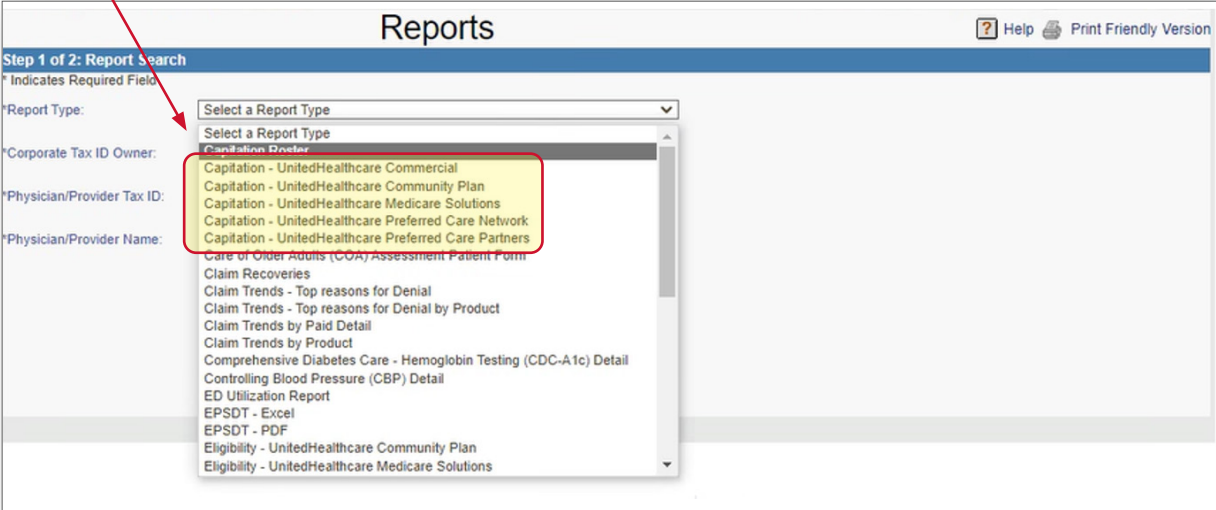
*Physician/Provider Tax ID: Select a Tax ID

SEARCH

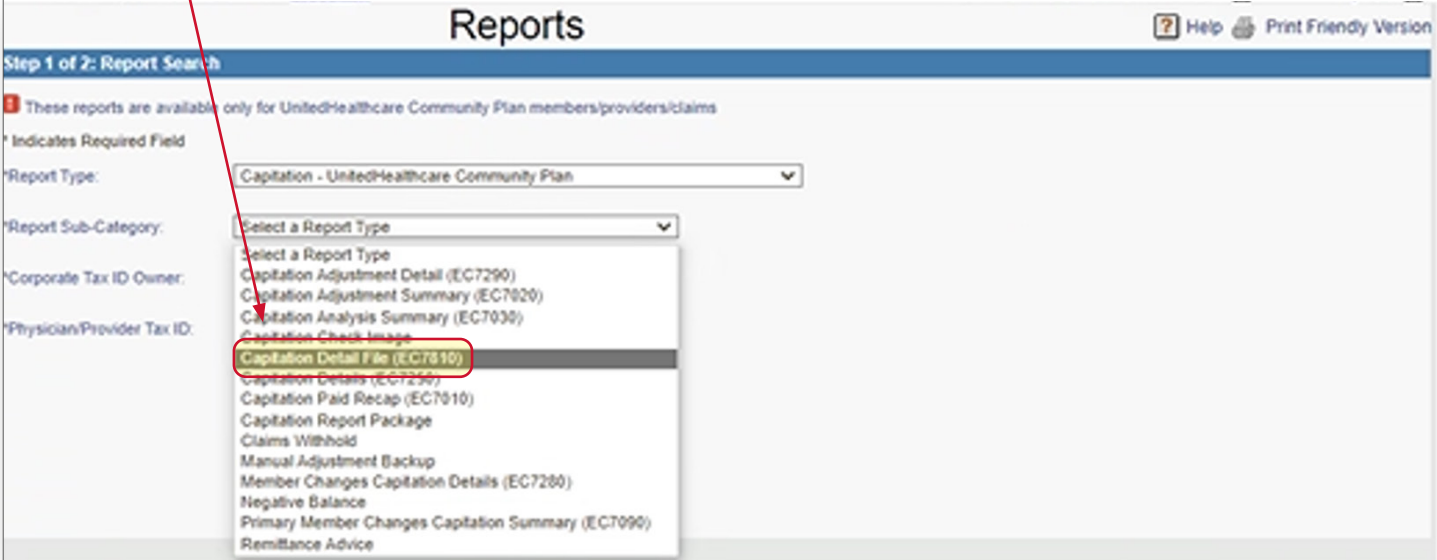
If the tax ID you wish to view isn't displayed, contact the help desk. Go to UHCprovider.com > Menu > Contact Us > Technical Assistance.

Downloading the EC7810 Capitation Detail Report

Select Capitation under “Report Type” (based on your market and product)



Select Capitation Detail File (EC7810) under “Report Sub-Category”



Select the tax ID for the reports you wish to view and click Search

Reports Help Print Friendly Version

Step 1 of 2: Report Search

! These reports are available only for UnitedHealthcare Community Plan members/providers/claims

* Indicates Required Field

*Report Type:

*Report Sub-Category:

*Corporate Tax ID Owner:

*Physician/Provider Tax ID:

SEARCH

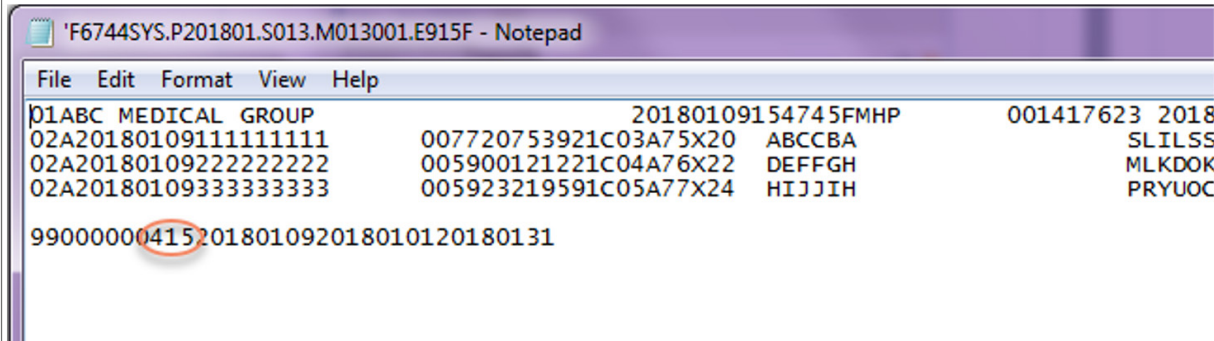
If the tax ID you wish to view isn't displayed, contact the help desk. Go to UHCprovider.com > Menu > Contact Us > Technical Assistance.

Preparing files for use

Retrieving the count of active members per EC915F Eligibility Report

- Scroll down to the trailer record of the EC915F file
- The total record count of 415 less 2 (1 for header and 1 for trailer count) equals the total active members for the current month

In this example, there are **413** active members for 201801.



Retrieving the count of active members per 7810 Cap Detail file

- The EC7810 Cap Detail file comes in .csv format. It opens in Microsoft Excel with the headers attached.
- Filter for 1R under Record Type (Column D)
- Filter for Cap Period (Column L) equal to Cap Process Month (Column K)

In this example, filter for Cap Period 201801.

	A	B	C	D	E	F	G	H	I	J	K	L
1	LEG	SA_II	REGI	RECORD_T	CAP	MOD	MAR	PROI	PRC	PROI	CAP_P	CAP_PERIOD
2	UHS	MR100	HMO	1R	MR	UHUHSI	GV	352		2018	201801	201801
4	UHS	MR100	HMO	1R	MR	UHUHSI	GV	352		2018	201801	201801
6	UHS	MR100	HMO	1R	MR	UHUHSI	GV	1377		2018	201801	201801
7	UHS	MR100	HMO	1R	MR	UHUHSI	GV	1377		2018	201801	201801
8	UHS	MR100	HMO	1R	MR	UHUHSI	GV	1377		2018	201801	201801
9	UHS	MR100	HMO	1R	MR	UHUHSI	GV	352		2018	201801	201801
11	UHS	MR100	HMO	1R	MR	UHUHSI	GV	1377		2018	201801	201801
12	UHS	MR100	HMO	1R	MR	UHUHSI	GV	352		2018	201801	201801
14	UHS	MR100	HMO	1R	MR	UHUHSI	GV	1377		2018	201801	201801
17	UHS	MR100	HMO	1R	MR	UHUHSI	GV	1377		2018	201801	201801
18	UHS	MR100	HMO	1R	MR	UHUHSI	GV	352		2018	201801	201801
24	UHS	MR100	HMO	1R	MR	UHUHSI	GV	1377		2018	201801	201801
37	UHS	MR100	HMO	1R	MR	UHUHSI	GV	352		2018	201801	201801
39	UHS	MR100	HMO	1R	MR	UHUHSI	GV	352		2018	201801	201801
41	UHS	MR100	HMO	1R	MR	UHUHSI	GV	352		2018	201801	201801



Sum the "Capped_Count" (column BP)

- These filters will provide the number of active members for the current month
- For this example, the provider has **413** active members for 201801 per EC7810 file

This ties to the **413** active members for 201801 per EC915F.

The screenshot shows an Excel spreadsheet with the following columns: BC, BD, BE, BF, BG, BH, BI, BJ, BK, BL, BM, BN, BO, BP, BQ, BR, BS. The 'BP' column is highlighted in yellow and circled in red. The status bar at the bottom right shows 'Count: 413' circled in red.

	BC	BD	BE	BF	BG	BH	BI	BJ	BK	BL	BM	BN	BO	BP	BQ	BR	BS
1	GENDE	DOB	AGE	RELATH	MARITA	CAPITA	CAPITATION	ADJUST	BENEFIT	ADJUST	ADJUST	ADJUST	CAPPE	CAPPED_COUNT	TRANS	CAP_EN	TRANS
10272	MALE	19230407	9111	EE	S	0	1864.14						C	1	1	C	CU
10302	MALE	19290424	8510	EE	S	0	517.32						C	1	1	C	CU
10332	MALE	19490212	6601	EE	S	0	322.11						C	1	1	C	CU
10355	FEMALE	19361024	7804	EE	S	0	275.55						C	1	1	C	CU
10378	MALE	19360225	7900	EE	S	0	280.04						C	1	1	C	CU
10408	FEMALE	19400624	7408	EE	S	0	649.14						C	1	1	C	CU
10425	FEMALE	19430318	7111	EE	S	0	143.85						C	1	1	C	CU
10448	MALE	19360406	7811	EE	S	0	280.04						C	1	1	C	CU
10465	FEMALE	19410611	7309	EE	S	0	468.52						C	1	1	C	CU
10482	FEMALE	19320714	8208	EE	S	0	378.21						C	1	1	C	CU
10500	MALE	19360718	7807	EE	S	0	394.47						C	1	1	C	CU
10538	FEMALE	19220922	9205	EE	S	0	26.3						C	1	1	C	CU
10584	MALE	19661125	4803	EE	S	0	667.1						C	1	1	C	CU
10607	FEMALE	19380220	7700	EE	S	0	275.55						C	1	1	C	CU
10630	FEMALE	19330416	8110	EE	S	0	0						C	1	1	C	CU
10648	MALE	19411009	7305	EE	S	0	921.2						C	1	1	C	CU
10665	MALE	19480912	6606	EE	S	0	328.28						C	1	1	C	CU
10682	FEMALE	19580119	5701	EE	S	0	225.63						C	1	1	C	CU
10699	MALE	19620902	5206	EE	S	0	145.99						C	1	1	C	CU
10716	FEMALE	19581026	5604	EE	S	0	708.05						C	1	1	C	CU
10739	MALE	19490614	6509	EE	S	0	283.97						C	1	1	C	CU
10762	MALE	19400626	7408	EE	S	0	232.36						C	1	1	C	CU
10792	MALE	19291117	8503	EE	S	0	614.55						C	1	1	C	CU
10822	FEMALE	19300215	8501	EE	S	0	1100.84						C	1	1	C	CU
10852	FEMALE	19250213	9001	EE	S	0	399.41						C	1	1	C	CU
10882	FEMALE	19360903	7806	EE	S	0	437.1						C	1	1	C	CU
10912	FEMALE	19410111	7402	EE	S	0	631.19						C	1	1	C	CU
10942	FEMALE	19230219	9200	EE	S	0	801.15						C	1	1	C	CU
10958	FEMALE	19450805	6907	EE	S	0	195.9						C	1	1	C	CU
10991	MALE	19310603	8309	EE	S	0	1471.48						C	1	1	C	CU
11008	FEMALE	19311008	8305	EE	S	0	329.41						C	1	1	C	CU
11022	FEMALE	19441220	7002	EE	S	0	327.17						C	1	1	C	CU
11052	FEMALE	19440510	7010	EE	S	0	1049.65						C	1	1	C	CU
11070																	
11071																	

