

## Filing Claims with

# Blue Cross and Blue Shield of Louisiana

Here are some tips to ensure *timely processing* and *payment* of your claims!



*Don't Forget...*

**When Submitting Claims you MUST include:**

- **Billing Clinic NPI Number (Block 33a)**
- **Facility Billing/Pay Provider NPI Number (Block 56)**
- **Rendering Provider NPI (Block 24J; Block 76)**
- **Tax-ID Number (Block 25; Block 5)**
- **Name of Performing Provider (Block 31; Block 76)**
- **Mailing Address for Payment (Block 33; Block 2)**
- **Member's BCBSLA ID Number (Block 1a; Block 60)**

*This can be found on the member's ID card, and always include the 3-digit alpha prefix*

**1500 form**

**UB04 form**



When billing facility claims and the facility provider shares an NPI with a subunit with the same tax ID, you are **required to also include the appropriate taxonomy code** (block 81). The taxonomy code selected must clearly identify the subunit in which the services were rendered. For example, multi-specialty facilities that provide acute, psychiatric, etc. should select the appropriate taxonomy code based on the services being billed. Failure to use a specific taxonomy code may cause the claim to pay incorrectly and/or may cause the claim to reject.

## Did You Know...

As a provider you have access to our *iLinkBLUE Provider Suite*. This is a free online tool for providers to manage Blue Cross healthcare transactions electronically using services that include weekly remittance advices, electronic funds transfer, claims status, member's eligibility, contract benefits, claims data entry and more!

To request access to iLinkBLUE go to [www.bcbsla.com](http://www.bcbsla.com) >I'm a Provider >Electronic Services and click "GO" under iLinkBLUE. Print and return the completed agreement specific to your provider type.

If you already have access to iLinkBLUE and would like to set up additional staff *OR* add a new iLinkBLUE identification number to your security access, go to [www.bcbsla.com/iLinkBLUE](http://www.bcbsla.com/iLinkBLUE) and select "Click here" by New User and complete the registration process.

For additional assistance with iLinkBLUE please call 225.293.LINK (5465) or 1.800.216.2583 or e-mail [ilinkblue.providerinfo@bcbsla.com](mailto:ilinkblue.providerinfo@bcbsla.com).

If you would like to submit/exchange claims, inquiries or remittance files electronically, we offer Direct Submissions (from your office to ours) and Indirect Submissions (from your office to a clearinghouse). For more information go to [www.bcbsla.com](http://www.bcbsla.com) >I'm a Provider >Electronic Services and click "Clearinghouse".