

Submit Void Claims Online

Business Rules

- ONLY the **Billing Provider** can void claims
- Claims must have a business status of “**Paid**” and application/processing status of “**RA Generated**” to be available for void processing
- You must know the **Transaction Control Number (TCN)** of the claim you wish to void
- The System will not allow a void request to be created if the user has saved any changes to the claim. Once any claim changes have been saved the void button is disabled
- Once a void is finalized, the original claim can never be replaced/voided again
- Contact the **Provider Support Helpline** at **1-800-292-2550** or ProviderEnrollment@michigan.gov to receive assistance

	<ol style="list-style-type: none"> 1. Access CHAMPS using MILogin 2. Follow CHAMPS login screen prompts 	<ul style="list-style-type: none"> • Must apply for access to CHAMPS System
	<ol style="list-style-type: none"> 1. After you have logged into CHAMPS with your MILogin user ID and password, select one of the following profiles: CHAMPS Full Access, CHAMPS Limited Access or Claims Access 2. Click the Claims tab at the top of the page 3. Click Manage Claims hyperlink 4. Click Adjust/Void Claim Provider hyperlink 5. Enter the Transaction Control Number (TCN) 6. Click GO button 	<ul style="list-style-type: none"> ▪ Ensure Pop Up Blockers are disabled ▪ TCN must be at least 18 digits and ending in all zeros

7. After the system has retrieved your claim, in the lower left corner, click **Void**
8. Select **PIV-Provider Initiated Void** from the **Void Source** drop down
9. Enter the reason for voiding the claim in the **Comment** section
10. Click **GO** button to submit the **Void**