

Member Tab

Navigating the Member tab within CHAMPS

Disclaimer: The following guideline was developed with the intent of the user having access to CHAMPS with a Full Access profile. Users may not be able to view all screens or functions of CHAMPS if they do not have a Full Access profile. Users would need to work with their Organization's Domain Administrator if they should have access to a CHAMPS Full Access profile or would like to change their Profile.

It is up to the Organization to determine the appropriate access a user should be granted. The Domain Administrator can assign the applicable profile to the User.

CHAMPS available profiles:

- CHAMPS Full Access
- CHAMPS Limited Access
- Claims Access
- Eligibility Inquiry
- FS LPHD
- FS Clinic
- FS LEA
- FS ISD
- FS THC Clinic
- Hospice Admission
- Hospital Admission
- MI Choice Enrollment
- NF Admission
- PACE Enrollment
- Prior Authorization Access
- Provider Enrollment Access
- SPF Admin



Click on the Member Tab:

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The Members Eligibility Screen will display:

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- **Benefit Plan Id**: The type of benefit plan the beneficiary is enrolled in. (click hyperlink for Benefit Plan Description)
- **PET**: A seven digit alpha character code that will indicate the beneficiary enrollment type. Previously Level of Care code. (Click hyperlink for PET description)
- Benefit Plan Type: Describes the Benefit Plan ID whether it is Fee for Service, Managed Care, etc.,
- Created Date: The date the eligibility was created
- Transaction Date: The date the eligibility was updated
- State Date: The effective date for the benefit plan
- End Date: The end-date for the benefit plan



Click on, Click to view Service Types, under Service Type Details:

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The Service Type Details page displays a list of services that are covered under that benefit plan.

Click Next to view the next page

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Once the service type details are reviewed, click Close

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Back to the **Members Eligibility Screen**, underneath the **Benefit Plans** list, the **Patient Pay** section displays: This section provides the patient pay amount for nursing facility, hospice or inpatient care

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Also, displayed on the **Members Eligibility Screen** is the **Commercial/Other** indicator. If the beneficiary has other insurance users will see a "**Y**" and the commercial/other indicator will be a blue hyperlink. Once Commercial/Other has been selected the beneficiary's Third Party Liability (TPL) information will be displayed. If the beneficiary has no other insurance the user will see an "**N**"

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After clicking on Commercial/Other the TPL Information will display:

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- Payer Name: The name of the payer
- Payer ID: This is the CHAMPS Payer ID that is need to complete DDE
- Coverage Type: Click the hyperlink to review the coverage type
- Group Number: The group number for the policy
- Policy Number: The policy number for the policy
- Date Last Updated: The date the information was last updated
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Click Close

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