

Claim Submission Report - Summary Tab

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The screenshot shows a web application window titled "Report" for "Neighborhood Physicians Practice". The main heading is "Claim Submission Report". On the right, there are links for "Submission Summary" (which is active) and "Advanced Search". Below the heading, there are filters for "This Month" (with left and right arrows), two calendar icons for dates "10/01/2025" and "10/21/2025", a "Date Type" dropdown set to "Submission Date", and a search field for "or Claim ID" with a "#" placeholder. The report data is organized into three sections:

- Claims Submitted**: 24 Batches, 31 / 41.94% Claims, 18 / 58.06% Rejections.
- Distinct Claims Submitted**: 16 Claims, \$3,522.00 Charges, \$2,435.59 Balance.
- Submission Success Rate**: 17 Quantity, 6 / 35.29% Success, 11 / 64.71% Failure.

At the bottom left, a small note states: "Summary Source: Submission Date between 10/01/2025 and 10/21/2025 23:59:59 (20 days) - 0 seconds." At the bottom right, there are buttons for "Run Report", "Print", and "Export".

The Claim Submission Report can be found in the Reports portal under the Billing category on the navigation bar. This report by default will open with this month's total in the Submission Summary tab.

The date parameter on the Submission Summary tab can be found in the left upper corner. The *This Month* button will reset the summary back to the current month. The less than and greater than buttons can be utilized to toggle back or forward a month at a time. The calendar icon will open the calendar allowing you to select a month within the calendar view.

There are 3 totals that are displayed in the Submission Summary tab; **Claims Submitted**, **Distinct Claims Submitted**, and **Submission Success Rate**.

- **Claims Submitted:** this will provide the quantity of claim batches, quantity of claims, and the quantity of rejections that were submitted based on primary, secondary or tertiary payer submission.
- **Distinct Claims Submitted:** this will provide the unique claim quantity, total charges and balance that were submitted based on primary, secondary or tertiary payer submission.
- **Submission Success Rate:** this will provide the quantity and percentage of claims that had a single submission to a given payer.