

Viewing Claims

Last Updated February 1, 2022

To view Claims details, the registered user must have the Claims user permission. Upon clicking on the Claim tab, the screen will display Open claims for all lines of business, sorted by most recent Date of Loss. Claims in draft status (not yet submitted) have a claim number starting with "T." These drafts will stay in your view for 30 days.

Selecting View

Use the Filters dropdown to view only a specified line of business. You may include Closed or Draft claims by checking the appropriate tick box.




Claims

[File a Claim](#)☐ Include Closed Claims

Filters ▾

Search Claim or Policy Number



LINE	CLAIM NUMBER	CLAIMANT NAME	DATE OF LOSS	STATUS	POLICY
	T100040027		August 27, 2021	Draft	1022744
	T100040026	Demo InsuredWorker2	August 26, 2021	Draft	1022744
	1000035543	Demo InjuredWorker	August 26, 2021	Open	1022744

You may also use the search box in the upper right to look for a specific claim. Enter part or all of the claim number to search.

Use the directional markers at the top of the listing to advance to the next page.

Claim Details

Click on the claim number to load the Claim Details page:

Claim Summary

Claim #	Policy #	Policy Type	Policy Effective Date	Policy Expiration Date
1000035543	1022744	Workers' Compensation	August 26, 2021	August 26, 2022
Date Of Occurrence	Claim Type	Jurisdiction	Claim State	Claim Status
August 26, 2021	Medical	California	Open	

Details

Notes

Documents

Payments

Search

AUTHOR	DATE / TIME	SUBJECT	NOTE
Pam Fudge	9/29/18 9:14 AM	SUBROGATION REVIEW	From Fudge: The claim handling was reviewed to ensure a claim was filed that all parties were notified. The claim was reviewed and the claim was found to be covered. The claim was approved for payment. The claim was paid on 10/1/18.

The Payments tab will display medical and indemnity payments made on the claim for the last 90 days.

Details

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Payments

Medical Payments - last 90 days

ISSUE DATE	SCHEDULED DATE	CHECK NUMBER	GROSS AMOUNT	PAYEE	SERVICE DATE	STATUS
07/10/2018	07/10/2018	EFT	\$818.80	Compensation Health Plan of New York	07/10/2018 to 07/10/2018	Issued



Click on the Download to Excel link to load 38 fields of data for the selected claim into a separate spreadsheet.

Details

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Claim Summary

Download to Excel

You may click on the name of the assigned adjuster to send an email directly to the claim adjuster.

Running Reports

There are two different reports you may run to view claim information for your account.

Claims History

From the Claims tab, select Request Claims History button. A report will be generated and emailed to you shortly. This report will provide a detailed record of all individual claims.

Loss Runs

From the Claims tab, select the Request Loss Run button. A report will be generated and emailed to you shortly. This report will provide a historical snapshot of your organization’s loss performance, as well as summarized claim information for each year.