

# Send All Location's IMC Claims in Bulk

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## Sending IMC Claims in Bulk - For all locations

This functionality allows for the bulk sending of IMC claims for Invoices that have been raised but not yet claimed across all locations.

For enhanced performance, the invoices and Claims screen is designed in a way that always requires filtering per location to display the invoice count.

If the users need to send the IMC claims in bulk across all locations in the system, this workaround will be helpful.

From the CareRight dashboard:

1. Click on **Invoices & Claims** from the menu.
  - a. The Invoices and Claims Screen will display.
  - b. Search for *any location*, Hit search.
  - c.

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Invoice claims

ClaimsManual Era PaymentsManual Batch PaymentsPaid (With No Claim)

Dashboard

There are unprocessed Medicare Remittance Advices. [View](#)

FiltersAdelaideAll ProvidersAll DaysQ

Bulk Billed	Uninvoiced	Unsent	Unpaid	Part Paid	Problem
<a href="#">Department of Veterans Affairs</a>		0	5	1	0
<a href="#">Medicare</a>		1	19	0	0
Totals		1	24	1	0

IMC	Uninvoiced	Unsent	Unpaid	Part Paid	Problem
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2. Select the Total Number of **Unsent IMC Claims** hyperlink.

IMC	Uninvoiced	Unsent	Unpaid	Part Paid	Problem
<a href="#">AXA Australia Health Insurance</a>		1	0	0	0
<a href="#">Better Health Cover</a>		1	0	0	0
<a href="#">BUPA Australia</a>		0	17	7	0
<a href="#">iTest Health Fund</a>		18	18	1	0
<a href="#">MBF Australia Pty Ltd</a>		3	0	0	0
Totals		23	35	8	0

3. Clicking **Change search criteria** at the top of the screen.

**Invoice claims**

Change Search Criteria Print Send IMC Claims

Dashboard

**Search Criteria**

- Status Unsent
- Scope IMC

**Invoices**

- Remove the **location** filter.

**Invoice claims**

Change Search Criteria Print Send IMC Claims

Dashboard

**Search**

Medical Provider

Location

Guarantor

Status

Scope

Identifier

- Click on **Create search criteria**.
- Select the **Send IMC claims** button to send the Claim.
  - The IMC Bulk send screen will display showing the progress of the claim generation and send.
- If a claim is unable to be sent successfully it will be list under 'Failed Medicare Online Requests'. The claim ID will be a hyperlink that opens the Medicare online request in a new tab.
- Once all claims have been sent (success or failure) then a green success message will display – All claims sent to Medicare.
- The **URL** of this screen can be bookmarked for easy access and thus avoid the above additional steps in the future.