Using Procomm Plus

For Connection to EDISS

Purpose: This document defines the process of sending electronic claims using Procomm Plus through the EDISS BBS (Bulletin Board System). PC-ACE Pro32 will prepare the file in the proper HIPAA-compliant ANSI 4010 format for transmission to EDISS. Procomm Plus is a data communications software package that may be used to actually transmit the prepared claim to EDISS.

Note: Users must have Procomm Plus 4.8 or higher installed on their PC to utilize the scripts provided by EDI Support Services (EDISS).

1. Complete the one-time configuration of Procomm Plus and PC-ACE Pro32 in preparation for this transmission.

- Refer to the "Configuration of Procomm Plus For Connection to EDISS" document (HIPAAANSI4010ProcommConfig.doc).

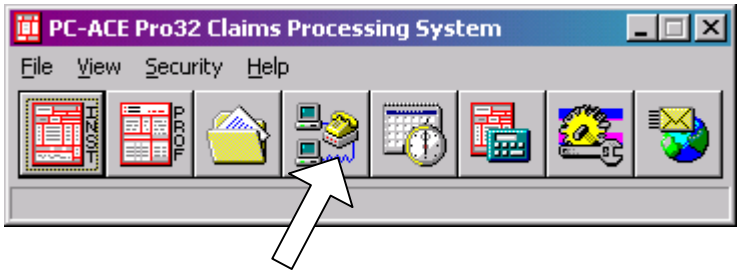
2. Open the PC-ACE Pro32 software, if not already opened.

x Double-click on the PC-ACE Pro32 icon.

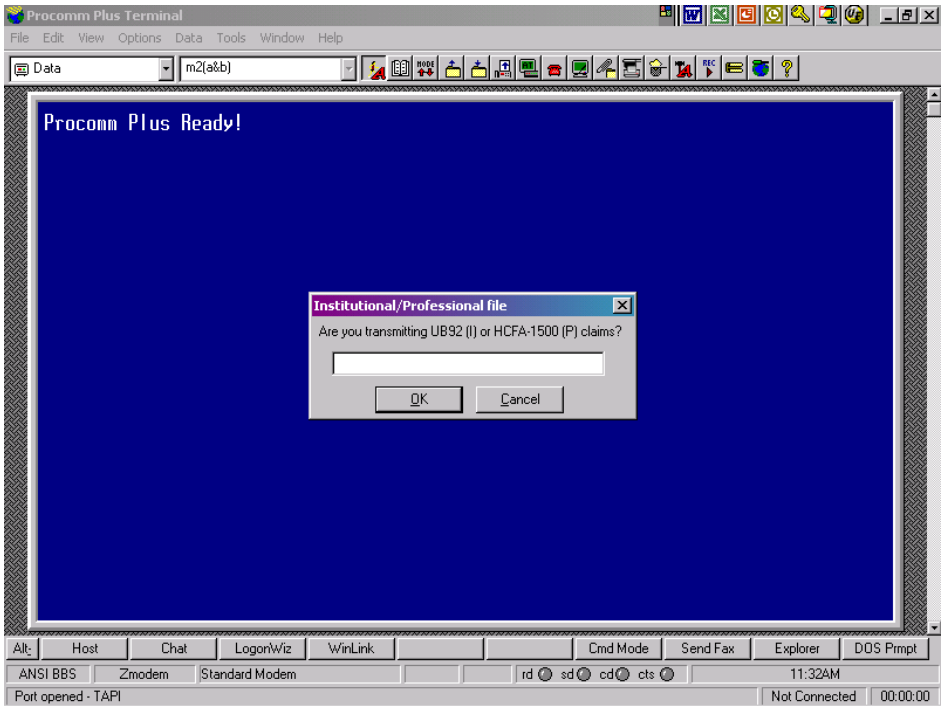
PC-ACE Pro32

3. Open the Data Communications portion of the PC-ACE Pro32 software.

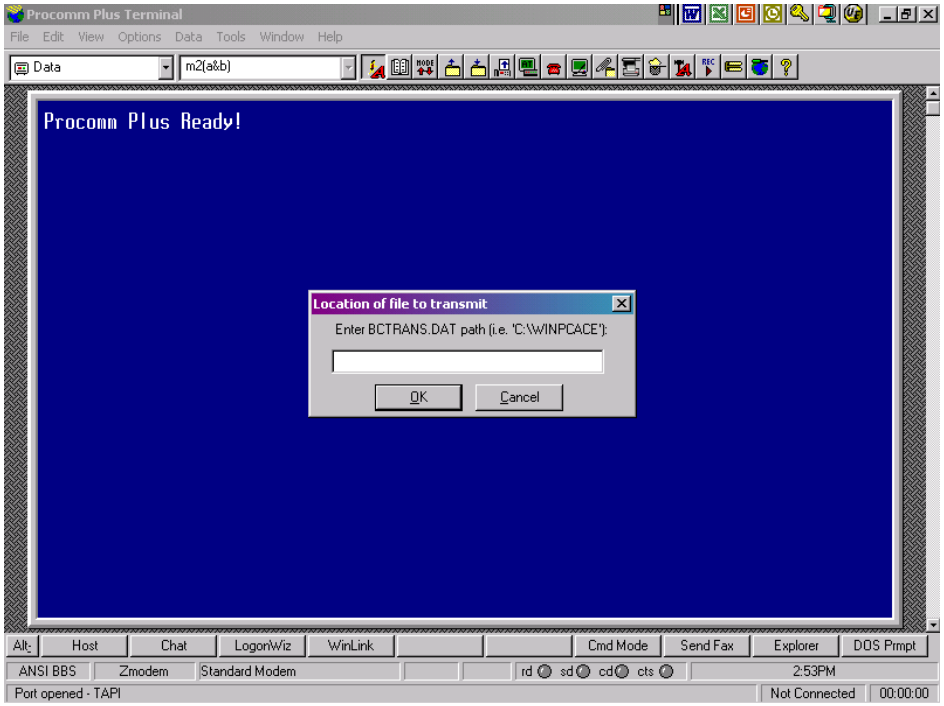
x Click on the Data Communications icon on the PC-ACE Pro32 toolbar.



x If the software was not already opened, you may be prompted to enter your sign-on ID and password at this point.

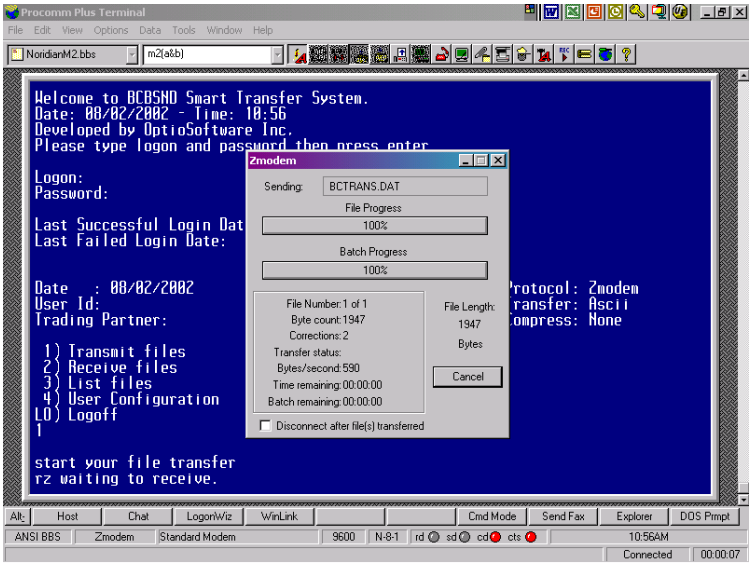


- If the BCTRANS.DAT or BSTRANS.DAT file is not in the C:/WINPCACE directory of your PC, Procomm Plus will prompt you for its location.
    - The BCTRANS.DAT file contains the Institutional (UB92) claims prepared by PC-ACE Pro32.
    - The BSTRANS.DAT file contains the Professional (HCFA-1500) claims prepared by PC-ACE Pro32.
    - These files are created in the WINPCACE directory of your PC or the shared server in the case of a multi-user version of PC-ACE Pro32. However, if you manually relocate them to another folder or drive, the Procomm Plus script will prompt you for their current location.

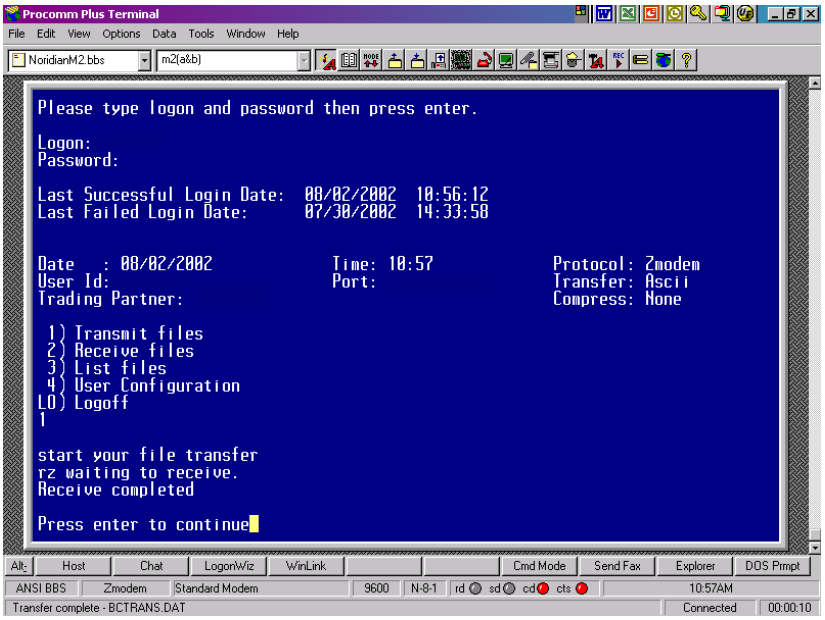


6. Procomm Plus will dial EDISS based on the dial number set-up during the Procomm configuration. (Refer to the “Configuration of Procomm Plus” document.)

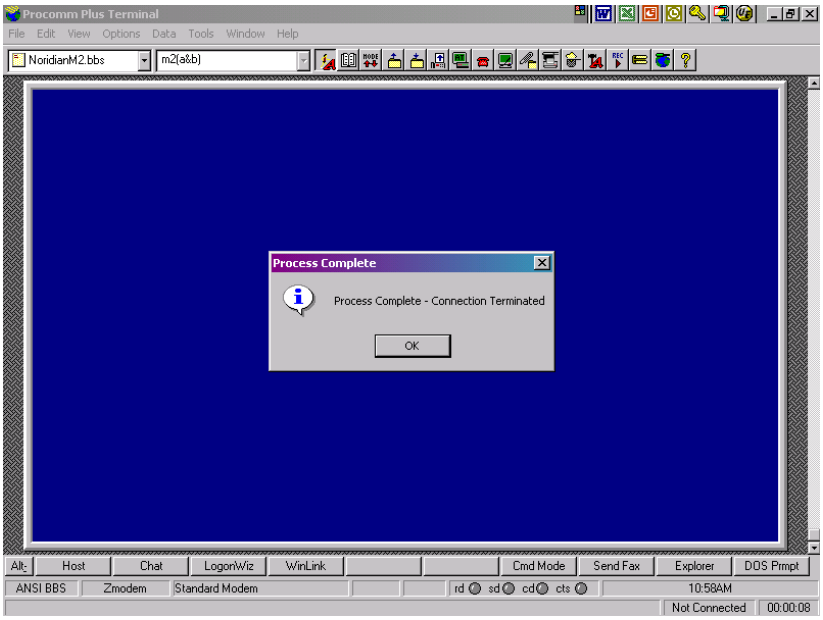
7. If the user's Logon ID and Password are verified as correct by the BBS, the Procomm Plus script will transmit your BCTRANS.DAT or BSTRANS.DAT file to EDISS for processing.



- This process may take a few minutes. No action is required by the user at this point.
- The BBS will receive the file and again, this process may take a few minutes. No action is required by the user at this point.



8. Once the file transmission is complete, click **OK** in the Process Complete message box.



9. Close Procomm Plus.
   - Click **File** from the menu bar and choose **Exit**.

Congratulations! You have transmitted your PC-ACE Pro32 ANSI 4010 or 4010A1 health care claim file to EDISS.