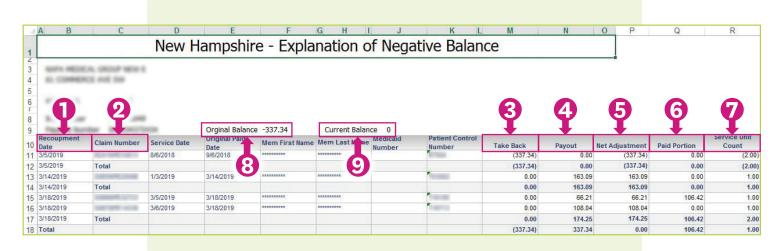
Negative Balance* How-To Guide







- **1 Recoupment Date:** Indicates the date of the transaction
- Claim Number: Indicates the claim the balance is taken from or paid to
- **Take Back:** Indicates the amount per claim that was taken back by the plan
- Payout: Indicates the amount paid per claim from the negative balance
- **6** Net Adjustment: Total of step 3 or 4
- 6 Paid Portion: Indicates if there was a check payment made
 - a. This would happen if the payment amount totaled more than the remaining negative balance
- Service Unit Count: Indicates how many units on the claim/line that applied towards the report
- **8** Original Balance: Total of the starting negative balance
- Ourrent Balance: Identifies how much is remaining to be offset

*To verify why you have a negative balance please review your original EOP, if you require additional assistance please contact Provider Services at **1-866-769-3085**.