

You MUST have a Security Affidavit completed before you can bill your claims and view your reports. If you have not done this, email Security Support at: [Security.support@odmrdd.state.oh.us](mailto:Security.support@odmrdd.state.oh.us)

To view your weekly reports, go to: <https://odmrdd.state.oh.us/APPS/>

The screen below will appear. Put in your User Name and Password to log in.

The screenshot shows a web browser window displaying the login page for the Ohio Department of MR/DD Applications Portal. The browser's address bar is empty, and the menu bar includes File, Edit, View, Favorites, Tools, and Help. The page header features the text "Ohio Department of MR/DD Applications Portal" in green. Below the header is a circular logo for the Ohio Department of Mental Retardation and Developmental Disabilities, which includes a landscape scene with a sun, trees, and a field. To the right of the logo is a login form with two input fields labeled "User Name" and "Password", and two buttons labeled "Login" and "Reset". Below the form are two links: "Forgot your password?" and "Request a security affidavit". A horizontal line separates the login area from the IP address information. Below the line, the text reads "Your IP address is 198.234.132.24" and "ODMRDD will save the address upon your submission". The browser's status bar at the bottom shows the Internet Explorer icon and the text "Internet Explorer".

You will only have MBS, PAWS, PCS, CRN, ITS, and REG as a provider (these are what you signed up for on your security affidavit)

To bill or view your claims, go to MBS

http://www.odmrdd.com

File Edit View Favorites Tools Help

**LOGOUT**

**ODMR/DD Portal Applications** for [redacted]  
If you are not [redacted] please logout and inform ODMRDD.

**Ohio Department of MR/DD**  
Division of Information Systems

**Notes:**

- It is now 5/9/2007 3:45:54 PM. Your last logon was 5/9/2007 7:50:47 AM. If not, please contact us, i.e., ODMR/DD immediately!
- By accessing our web site, you agree that we may monitor any of your activities including, but not limited to, updating and inserting records.
- Click [here](#) to see how to clear your cache.
- Please always log out and close the browser when you're done.

**Production**

GO CRN - Cognos ReportNet

GO ITS - MUT's

GO MBS - MR/DD Billing System

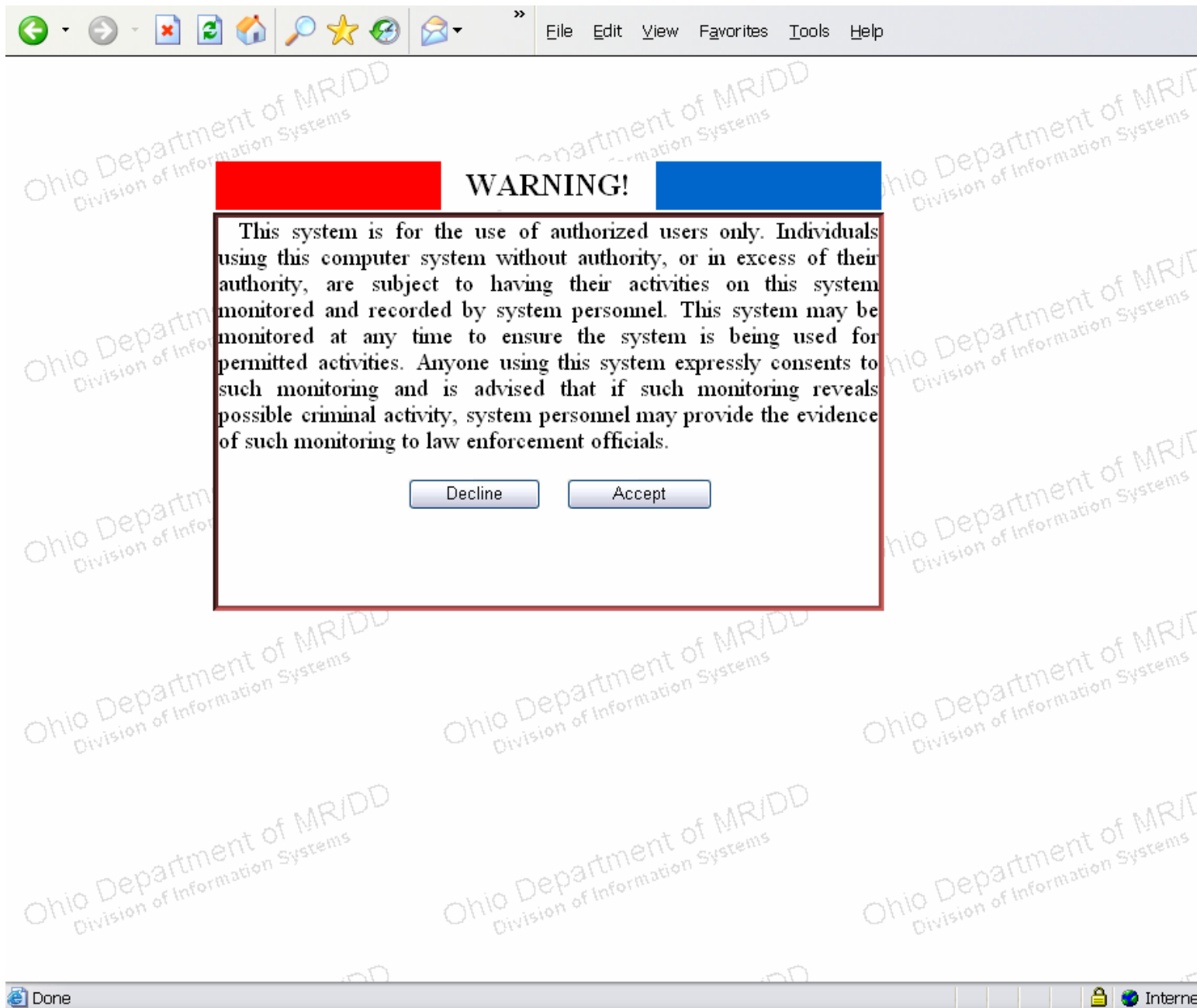
GO PAWS2 - Payment Authorization for Waiver Services2

GO PCS\_Web - PCS Web

GO REG - Registration System

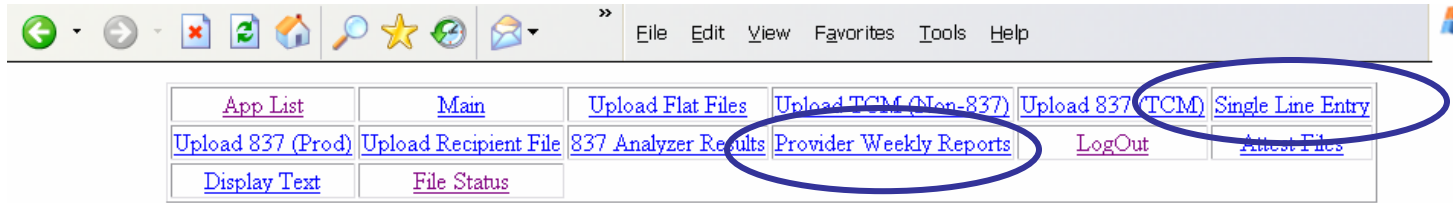
CONTACT US    PASSWORD CHANGE    LOGOUT

You will need to accept the website agreement to proceed into the Medicaid Billing System. See below.



You MUST click Accept to continue...

The screen below is where you can submit your claims, check the file status of your claim and view you weekly reports.



**ATTENTION PROVIDERS: With July 4th (Wednesday) being a Holiday, production pull will be July 3rd (Tuesday) at 11:45 am. for this week only.**

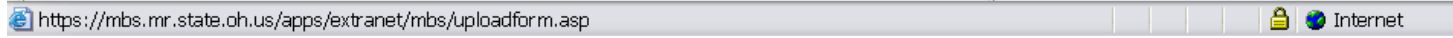
**ATTENTION ODMRDD MEDICAID PROVIDERS END OF FISCAL YEAR SHUTDOWN**  
 - There will be no MRDD Medicaid Reimbursement checks mailed out or Direct Deposits (EFT's) made into your account on June 29, 2007. The State Accounting System will be unavailable for voucher processing during the last eleven days of June. Therefore, claims received by 11:45 a.m. June 13, 2007 – JUN07C that would normally pay on June 29th will payout in early July. PLEASE CONTINUE TO SUBMIT CLAIMS WITHOUT INTERRUPTION. Remember with July 4th (Wednesday) being a Holiday, production pull will be July 3rd (Tuesday) at 11:45 a.m. for this week only.

You have reached the Ohio Department of Mental Retardation and Developmental Disabilities (ODMRDD) MRDD Billing System (MBS) EDI web site. ODMRDD partners with the Ohio Department of Administrative Systems (ODAS) to process Form 837 MBS claims online. The following documentation provides guidance through the EDI process.

Provider Support Email: **Provider.Support@dmr.state.oh.us**  
 the old address of Provider.Support@dmr.state.oh.us is no longer valid and will no longer auto forward your emails to Provider.Support@odmrdd.state.oh.us Thanks!

\*NOTE\* All Flat File Uploads and Single Line Entry Flat File Claims will have the ODMRDD assigned File Reference Number automatically appended to each record at position 116. This will aid in our future endeavors to ease file status tracking and provide the information to you in a timely manner. The latest file status up until file picked up for MBS Processing can always be checked by following the "File Status" link at the top of the screen.

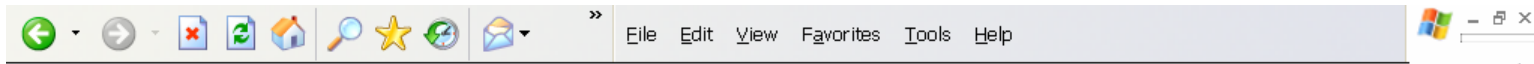
<b>Submit PRODUCTION Claim Files</b>	<b>Submit Recipient Verification Files</b>
<a href="#">Upload Flat MBS Claim Files</a>	<a href="#">Upload Recipient Verification Files</a>
<a href="#">Upload 837 MBS Claim Files</a>	



In each cycle, you can have a combination of several reports. They are:

- Adjustments** – Claims that have already paid but for some reason a change needs to be made
- Billed** – The Claims made it through the ODMRDD edits and will be sent to ODJFS
- Error** – The Claims did not make it through ODMRDD edits. They will need to be fixed and resubmitted
- Reimburst\_ Approved** – The Claims came back from ODJFS approved
- Reimburst\_Denied** – The Claims came back from ODJFS as denied. The might need to get a hold of your local ODJFS to get your Medicaid or the individuals Medicaid problem fixed.
- Invoice** – These are the claims that you will actually receive reimbursement for. If you had adjustments, this is where we will take or give you the different of your original claims. Please refer to the Medicaid Waiver Billing Instructions for guidance.

Click on Provider Weekly to view your claims in the Output Files. Choose which cycle your claims are in.



<a href="#">App List</a>	<a href="#">Main</a>	<a href="#">Upload Flat Files</a>	<a href="#">Upload TCM (Non-837)</a>	<a href="#">Upload 837 (TCM)</a>	<a href="#">Single Line Entry</a>
<a href="#">Upload 837 (Prod)</a>	<a href="#">Upload Recipient File</a>	<a href="#">837 Analyzer Results</a>	<a href="#">Provider Weekly Reports</a>	<a href="#">LogOut</a>	<a href="#">Attest Files</a>
<a href="#">Display Text</a>	<a href="#">File Status</a>				

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## Output Files

[Click Here for the Output File Descriptions](#)

[Click Here for the Most Common Denial Codes](#)

- [JUN07B 06-06-07 Files](#)
- [JUN07A 05-30-07 Files](#)
- [MAY07E 05-23-07 Files](#)
- [MAY07D 05-16-07 Files](#)
- [MAY07C 05-09-07 Files](#)
- [MAY07B 05-02-07 Files](#) [Adjustment Files](#)
- [MAY07A 04-25-07 Files](#) [Administrative Fee Files](#)
- [APR07D 04-18-07 Files](#) [File Layout Formats Files](#)
- [APR07C 04-11-07 Files](#) [Miscellaneous Files](#)
- [APR07B 04-04-07 Files](#) [Multiple ContractNumber Rejects Files](#)
- [APR07A 03-28-07 Files](#) [Recipient Verification Files](#)
- [MAR07D 03-21-07 Files](#) [Third Party Files](#)
- [MAR07C 03-14-07 Files](#) [Voucher History Monthly Files](#)
- [MAR07B 03-07-07 Files](#) [Voucher History Weekly Files](#)
- [MAR07A 02-28-07 Files](#)

