



South Dakota
Department of
Social Services

DEPARTMENT OF SOCIAL SERVICES

DIVISION OF MEDICAL SERVICES
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November 2, 2020

ATTENTION: Providers and Billing Professionals
FROM: South Dakota Medicaid
RE: UB-04 Claim Submission on the Medicaid Portal

On November 5th, 2020 South Dakota Medicaid will be adding an exciting feature to the Provider Online Portal: **Submit New UB-04 Claim**

Submit New UB-04 Claim will allow a provider to submit a New UB-04 (institutional) claim, with attachments, directly to SD Medicaid. Providers will be able to submit a Medicaid claim (including a claim with Third Party Liability) or a Medicaid Xover (Medicare Crossover claim, where Medicare is primary). Providers will also have the opportunity to submit up to 5 attachments with the claim.

While South Dakota Medicaid will still be accepting paper claims at this time, we encourage providers to start utilizing this claim submission tool. Not only does it reduce paper and encoding errors, but it has shown to reduce claim processing time.

A Portal UB04 Submission Webinar is available online here: [Medicaid Portal](#)

Attached is a Portal UB-04 Submission Guide, this guide is also available on the Medicaid Portal page. We will be going over this guide in a couple of question and answer sessions. These sessions will have limited attendee availability as we will be hosting them on a conference line. If you call and receive a busy signal, please try the next available time.

Claim Submission Provider Q & A

Nov. 10th from 2 pm to 3 pm CST call - 1 669 900 9128 - Meeting ID: 926 4334 7757# - Passcode: 142434# or from your computer [UB-04 Portal Submission Q & A 11-10-2020](#)

Nov. 12th from 3 pm to 4 pm CST call - 1 253 215 8782 - Meeting ID: 934 846 4439# - Passcode: 786818# or from your computer [UB-04 Portal Submission Q & A 11-12-2020](#)

Nov. 19th from 11 pm to 12 pm CST call - 1 253 215 8782 - Meeting ID: 958 8288 8325# - Passcode: 784999# or from your computer [UB-04 Portal Submission Q & A 11-19-2020](#)

Sincerely,

South Dakota Medicaid

The Department of Social Services does not exclude, deny benefits to, or otherwise discriminate against any person on the basis of actual or perceived race, color, religion, national origin, sex, age, sexual orientation or disability in admission or access to, or treatment or employment in its programs, activities, or services. For more information about this policy or to file a Discrimination Complaint you may contact: Discrimination Coordinator, Director of DSS Division of Legal Services, 700 Governor's Drive, Pierre SD 57501, 605-773-3305.

ATENCIÓN: si habla español, tiene a su disposición servicios gratuitos de asistencia lingüística. Llame al 1-800-305-9673 (TTY: 711).

ACHTUNG: Wenn Sie Deutsch sprechen, stehen Ihnen kostenlos sprachliche Hilfsdienstleistungen zur Verfügung. Rufnummer: 1-800-305-9673 (TTY: 711).