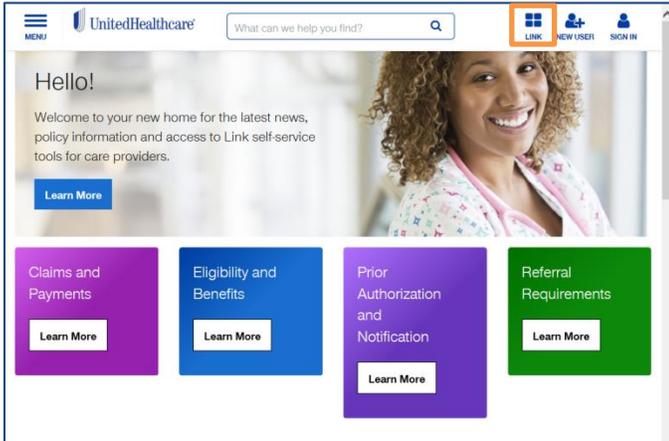


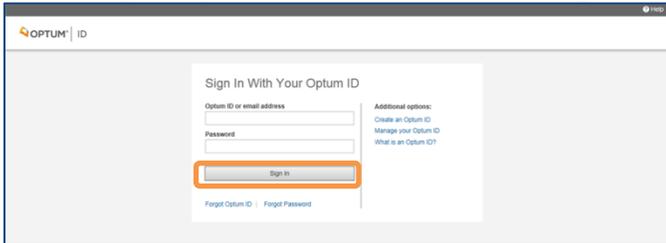
The Single Explanation of Benefit (EOB) tile allows you to search for and save/print individual EOBs.

### Get Started

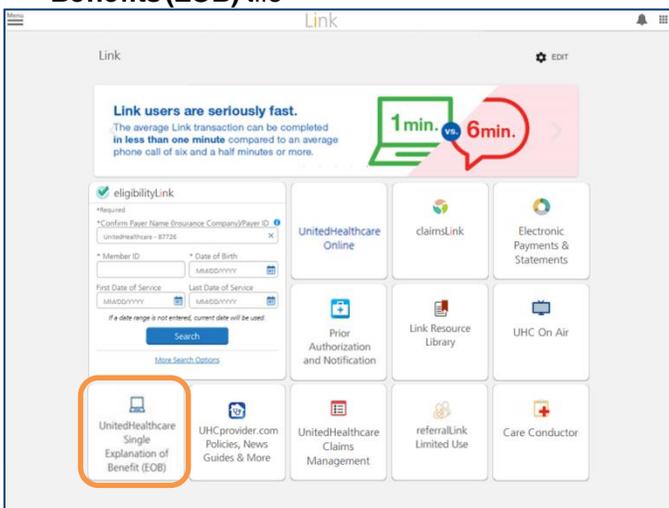
- From [UHCprovider.com](http://UHCprovider.com), click **Link**



- Enter your Optum ID and Password, then **Sign In**



- Click the **UnitedHealthcare Single Explanation of Benefits (EOB) tile**



### Single Explanation of Benefits (EOB) Search

#### Status and Date Search

- Select the **Status and Date** radio button.
- Select the **Corporate Tax ID Owner** from the drop-down box.
- Select the **Physician/Provider Tax ID**.
- Select the **Status**. (Available Status Options are: All and Zero Payment EOB).
- Enter the **EOB Start Date** in mm/dd/yyyy format or click the Calendar icon and select the start date. Enter the **EOB End Date** in mm/dd/yyyy format or click the Calendar icon and select the end date.
- Click the **Search** button.

**Single Explanation of Benefit (EOB) Search**

\*Indicates Required Field

Search by:  Status and Date  Payment Number

\*Corporate Tax ID Owner:

\*Physician/Provider Tax ID:  \*Status:

\*EOB Start Date:   \*EOB End Date:

**Note:** EOB Date is the date that appears on the EOB/check. If you are unsure of the EOB date, enter a range starting from when the claim was submitted through 4 weeks past that date.

**SEARCH**

- The **Search Results** screen displays showing ten records per page. To advance page(s), click the **Next** link or corresponding page number.
- To sort by column, click on the column header.

| Search Results                  |             |                                                                 |           |                          |
|---------------------------------|-------------|-----------------------------------------------------------------|-----------|--------------------------|
| Total record(s) on the page: 10 |             | Page: [1] 2 3 4 5 6 7 8 9 10 11 12 13 14 15 16 17 18 19 Next >> |           |                          |
| Payment Status                  | Status Date | Payment Number                                                  | Amount    |                          |
| EOB Only                        | 03/05/2015  | 9225922922                                                      | 0.00      | <a href="#">View EOB</a> |
| Deposited                       | 03/05/2015  | 8862868886                                                      | 4776.30   | <a href="#">View EOB</a> |
| Deposited                       | 03/05/2015  | 8892886889                                                      | 3633.00   | <a href="#">View EOB</a> |
| EOB Only                        | 03/05/2015  | 9002900900                                                      | 0.00      | <a href="#">View EOB</a> |
| Deposited                       | 03/05/2015  | 3304330330                                                      | 330768.43 | <a href="#">View EOB</a> |
| Deposited                       | 03/06/2015  | 9042904904                                                      | 4847.71   | <a href="#">View EOB</a> |
| Deposited                       | 03/06/2015  | 8942894894                                                      | 197.04    | <a href="#">View EOB</a> |

- To view/print an Explanation of Benefits, click the **View EOB** link for the desired payment number.
- For a new search, enter the required information in the Explanation of Benefits Search by Status and Date section and click the **Search Again** button.

## Single Explanation of Benefits (EOB) Search (continued)

### Payment Number Search

1. Select the **Payment Number** radio button.
2. Select the **Corporate Tax ID Owner** from the drop-down box.
3. Select the **Physician/Provider Tax ID**.
4. Enter the **Payment Number**. This number is located on the paper version of the EOB.
5. Click the **Search** button.

The screenshot shows the 'Single Explanation of Benefit (EOB) Search' form. It includes a search criteria section with radio buttons for 'Status and Date' and 'Payment Number' (selected). Below are dropdown menus for 'Corporate Tax ID Owner' and 'Physician/Provider Tax ID', and a text input field for 'Payment Number'. A 'SEARCH' button is at the bottom.

6. The **Search Results** screen displays showing ten records per page. To advance page(s), click the **Next** link or corresponding page number.

The screenshot shows a table with 10 records. The columns are Payment Status, Status Date, Payment Number, and Amount. Each row has a 'View EOB' link.

| Payment Status | Status Date | Payment Number | Amount    |                          |
|----------------|-------------|----------------|-----------|--------------------------|
| EOB Only       | 03/05/2015  | 9225922922     | 0.00      | <a href="#">View EOB</a> |
| Deposited      | 03/05/2015  | 886286886      | 4776.30   | <a href="#">View EOB</a> |
| Deposited      | 03/05/2015  | 889289889      | 3633.00   | <a href="#">View EOB</a> |
| EOB Only       | 03/05/2015  | 900290090      | 0.00      | <a href="#">View EOB</a> |
| Deposited      | 03/05/2015  | 3304330330     | 330768.43 | <a href="#">View EOB</a> |
| Deposited      | 03/06/2015  | 9042904904     | 4847.71   | <a href="#">View EOB</a> |
| Deposited      | 03/06/2015  | 8942894894     | 197.04    | <a href="#">View EOB</a> |

7. To view/print the Explanation of Benefits, click the **View EOB** link in the row associated with the selected payment number.
8. To perform a new search, enter the required information in the Explanation of Benefits Search by Electronic Payment ID Number section and click the **Search Again** button.

Additional **Help Resources** are available at the **Link Resource Library** and **UHC on Air**

The screenshot shows the 'Link' interface with a grid of service tiles. The 'Link Resource Library' and 'UHC on Air' tiles are highlighted with an orange border. A banner at the top states 'Link users are seriously fast' with a comparison of 1 minute vs 6 minutes.