EZ-NET EOB Inquiry Guide

1. Click on the Main Menu tab to show the drop-down menus. Under the **Providers** drop-down menu, select **EOB History**.

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	Provider Sear	ch											
	Reports												
	EOB History												

2. First select the member's health plan using the Company ID drop-down. **DO NOT** leave this as All Companies as this will omit results. CaliforniaCare is Anthem Blue Cross.

Company ID:	CALC - CALIFORNIACARE F
Master Record	CALC - CALIFORNIACARE HEALTH PLANS BLAKE - BLUE LAKE RANCHERIA MEDICAL PLAN HBS - CALPERS BLUE SHIELD HMO

3. Optional: If you're looking for a particular tax ID, you may click the magnifying glass next to the Vendor ID field to bring up the Vendor search window. If you do not select a vendor, you will be shown results from all tax IDs you have permissions for.

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Double click the result showing the vendor information to return to the EOB search page. Now the vendor ID will be filled in.

4. If you know the paid date, or are looking for a range, you can narrow the results down by entering the date range in the **Paid Date From:** and **To:** fields. It's possible the paid date differs slightly from when payment hit your bank.



5. Hit Search. To download an EOB, click the checkbox in the first column, then click **Download Selected EOB**. To view the EOB prior to downloading it, go to Step 6.

					<u>P</u> aid Dat	e From:	:	5/1/2024	•	<u>r</u> o: 6/26/2024	•		
					So <u>r</u> t By:			VENDOR	ID	~			
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	4	6	BLAKE	14		v			6/14/2		112.49	123205050034463	
	9	9	BLAKE	1501		v			6/14/2		81.86	123205050034469	
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6. To view the EOB in the browser, click the printer icon in the second column.

Download Selected EOB Search Clear													
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	4	6	BLAKE	110		v			6/14/2		0.00		NC24166000023
	8	9	BLAKE	14		V			6/14/2		112.49	123205050034463	
	9	9	BLAKE	1501		v			6/14/2		81.86	123205050034469	
	8	6	BLAKE	1501		v			5/15/2		111.32	123205050034159	
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7. To move between pages in the EOB, click the ⁴ b icons in the top left corner of the window.

You can also click the drop-down arrow next to **1 of 1+** to jump to the first or last page.

