

COURSE OUTLINE – (FTB-P-003)

PROVIDER MANAGER OVERVIEW

About This Course

The ***Provider Manager Overview*** course demonstrates how to process payments to service providers from the end-user perspective.

Course Objectives

After completing this course, trainees will gain the skills to process payments to service providers by acquiring the following knowledge:

- Recording pre-approved services
- Managing pre-approval orders
- Reserving
- Recording and approving invoices
- Processing payments to service providers

Who Should Attend

Candidates who are familiar with FINEOS Claims and require knowledge of processing payments to service providers.

Pre-requisites

FTB-C-003 FINEOS Claims Overview

Course Content




Module	Description
Provider Payments	<p>Provider Payments allow for the efficient payment to service providers through the tracking of preapproved services. Provider Manager provides a consolidated location where your company can record preapproved services, reserve on preapproved services, record invoices received, and make payments for services provided.</p> <p>This course walks the trainee through recording preapproved services and adding those services to a preapproval (purchase) order. Trainees will also</p>

	learn how to reserve amounts for the preapproved services and record invoices as they are received. When it comes time to pay the invoice, the trainee will approve the invoice and process payments. Lastly, the trainee will see the reserve amounts being updated as payments are made.
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Format & Duration

Delivery	Tutor-Led Practical	Duration	.5 Days
Description			
The desired effect for participants on completion of this course is an acquisition of skills i.e. to 'KNOW' how to use a particular area of the FINEOS product. Participants are led through practical exercises relevant to the particular skills area directed and assisted by the tutor.			

For further information, contact FINEOS Training Services:

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