

How to add a Payer ID (NEIC)

102 [TDO KB](#) October 30, 2023 [Program Setup](#) 25.36K

Overview

This article will show you how to add a new Payer ID to your TDO database.

NEIC codes are only used for electronic claim filing. You may add to and edit this list as necessary.

If you know an insurance company's NEIC code and it is not on the list, you may add it by going to the bottom of the list to a blank line and adding in the Payer ID and insurance company name.

Note: If your office is in **Canada**, you will need to Contact TDO for assistance with running the latest **SetupCanada.exe** file to update your insurance company information in TDO.

Detailed Instructions

At the top of the program, go to **Setup>Program Setup**.

From the drop down options, select **Payer ID (NEIC)**.

The Digital Office, Location: ONE, Program Version: Release 12.4 - TDO

File Main Messaging Imaging Setup Help

To and Message From Program Setup Configuration Print Spell Check

Messaging Setup

Last Name: First Name: Phone: ☐ Hide

Patient App Case Presentation

Once you have patient's clipboard, press the clipboard icon to paste the information.

Referred Date: ID: 1203 Chart #: Preferred Language: English

Remove

User: Celso BP

Alert Setup Options

- Anesthesia
- Antibiotic Types
- Appointment Setup
- AutoCorrect Options
- Calendar
- Canadian Claim Workstations
- Custom Macro Notes Options
- Custom Macro Appt Notes Options
- Default Probing Options
- Default Tooth Canal Sequence
- Doctors Bank Information
- Evaluation
- Explosion Codes Options
- Fee Adjustment Setup
- Fees Listing/ADA Codes
- Final Report Macro Notes
- Format String
- Formatting
- Image Categories
- Main Page Order
- Multi Tooth
- Notes to Front Options
- Operatory Names and Order
- Payer ID(NEIC)
- Pharmacies
- Policy/Consent
- Practice Management
- Premed Autofill Options
- Prescription Autofill Options
- Pre Treatment Estimate Note

Click to Paste Post-op 1 Image

Tooth	Initial Date	Doctor	Comp Date	DI	Recall Date	ReportDate	Location
2	5/19/2021	CARR		0			ONE
2	1/15/2021	CARR		0			ONE
8	7/27/2020	CARR		6			ONE

Insurance Medical History Summary Pain History Pain Full Mouth Probing Multi Tooth Info Diagnosis

Notes to Front Letters Prescriptions Recall Notes Surgical Diagnosis Surgical Treatment Eval

Cellso MI: L Jr. AKA: 1234 Main Street San Diego CA 92119 (123) 456-7890 x (916) 969-0384 x Do not call Send SMS Show 4/7/1987 4 Decade 34 Male

Red by: Dalisay, Celso Practices: Carr, Gary Dentist: Carr, Gary Additional Doctor: Octavius, Otto Occupation: Computer tech Employer Name: Employer Address: Emerg. Contact: Spouse: Guarantor: Legal Guardian: Other Contact: Email Home: celso@tdo4endo.com Email Work: Insurance Note: Web ID: CLDalisay Generate Web Password: *

Correspondence via: ☐ Fax ☐ Email (H) ☐ Email (W)

dent will call to set up appointment ☐ Outcome Case ☐ Lecture ☒ Export ☐ Board ☐ Implant

dent to call patient to set up appointment ☐ DNETA

Not Schedule ☐ DNETA

ceased

There are General Doctor Notes

dating Ref Dr: Celso Dalisay (P): Gen Dr: Dr. Gary Carr (P): 8585583636 Num Lock A Powered by Microsoft Access

Scroll to the bottom of this list and you will see a blank field with an asterisk * next to it.

Input the new Payer ID and Insurance Name, then click the save and close button (next to the print button) to save your changes.

You can sort the list by name or code to make finding an entry easier.

The Digital Office, Location: ONE, Program Version: Release 12.4 - TDO

File Main Messaging Imaging Setup Help

To and Message From Messaging Setup

Program Setup TDO Setup Tools

Site Configuration TDO Setup Tools

Print Print Tools

Spell Check Spell Tools

Last Name: Dalisay First Name: Celso Phone: 1234567890

Hide R Alerts View Note Menu

Patient Appointments Fees Ledger

Case Presentation Treatment Final Report

Once you have copied the patient's picture to the clipboard, press this button to paste the picture here.

Payer ID (NEIC)

To sort codes, click the 'sort' button over the item which you would like to sort by.

Payer ID: Insurance Name

First	Last	Salu	Ad	Ad
SMIS1	Smilesaver			
SMW01	Sheet Metal Workers Local 91			
STR01	UNUM			
TDN01	The Dental Network (Towson, MD)			
TIC01	TIC International, Inc.			
UFC01	United Food & Commercial Workers Union of Cent			
UFC02	United Food & Commercial Workers Union of Clev			
VHP01	Valley Health Plan			
VHP01	Valley Health Plan			

Phone (I) Phone (M) Phone (M)

Record: 1 of 663 No Filter Search

SS#: ***** Show

Birthdate: 4/7/1987 4 Decade

Age: 34

Gender: Male

Referred Date: 7/27/2020

ID: 120318

Chart #:

Preferred Language for InfoGrabber/Web: English

Remove Patient

Prefer Correspondence via:

☐ Mail ☐ Fax ☐ Email (H) ☐ Email (W)

☐ Patient will call to set up appointment ☐ Outcome Case

☐ Need to call patient to set up appointment ☐ Lecture ☒ Export

☒ Do Not Schedule ☐ DNETA ☐ Board ☐ Implant

☐ Deceased

Email Home: celso@tdo4endo.com

Email Work:

Insurance Note:

Web ID: CLDalisay Generate

Web Password: ?

There are General Doctor Notes

User: Celso BP: Pulse: Temp: Alert: Med Hist Needs Updating Ref Dr: Celso Dalisay (P): Gen Dr: Dr. Gary Carr (P): 8585583636 Num Lock A Powered by Microsoft Access

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