Review Your September Bill | view in Web Browser

TRS ActiveCare

BlueCross BlueShield of Texas

REVIEW YOUR SEPTEMBER BILL

ACTIVATE YOUR HEALTH

Hello,

Your district's September bill is now available **online**.

Whether your district uses bswift or a third-party administrator (TPA), it's important to review your bill to make sure it's accurate.

Report Discrepancies
Compare your bill to the information in your enrollment or payroll system. If there are discrepancies, report them to your Benefits Administrator Advocate (BAA) using the template in the bswift dashboard under Administrative Resources.

Timing is Important
Some recent transactions or corrections made in your TPA's portal may not be reflected on this bill. You can check individual records in the bswift portal, even if you use a TPA. If the information is correct in bswift's portal, you do not need to report it. It will automatically be fixed on your next bill.

Access your Bills in bswift
Take the following steps to **access your bill in bswift's portal**:

1. Use your manager credentials when you log in.
2. Click the **Library** tab in the navigation panel.
3. Click on the month of the bill you want to download.
4. Click **download** to save a copy of the invoice in PDF or Excel format.

New Billing Codes
Every plan has a unique billing code. Below are the billing codes for this year and last year for comparison.

BILLING CODES			
2019-20 Codes		**2020-21 Codes**	
TRS-ActiveCare 1-HD	1109 PPO	TRS-ActiveCare HD	0001 PPO
TRS-ActiveCare 2	0203 PPO	TRS-ActiveCare 2	0003 PPO
TRS-ActiveCare Select	0503 PPO	TRS-ActiveCare Primary	0004 PPO
		TRS-ActiveCare Primary+	0002 PPO
Scott & White Health Plan	0603 HMO	Scott & White Health Plan	0603 HMO
FirstCare Health Plan	0403 HMO	Blue Essentials - West Texas HMO^{SM}	0903 HMO
Blue Essentials - South Texas HMO^{SM}	0704 HMO	Blue Essentials - South Texas HMO	0704 HMO

Review Discrepancy Reports
If you use a TPA, you can get a discrepancy report for each file that processes. TPAs and districts should review these reports weekly.

To Access Discrepancy Reports In bswift:

1. Log into the **bswift enrollment portal** using your manager credentials.
2. Navigate to **Vendor Interfaces**.
3. Download the **Imports Log Report – Benefits zip**.
4. Download the **Imports Log Report – Demographics zip**.

Don't miss upcoming bswift training: Need help reviewing your bills and submitting discrepancies? Attend bswift's Benefits Administrators training, Tuesday, Sept. 15, from 11 a.m. to noon. **Register here.**

Contact Us with Questions
If you have any questions or need assistance, please contact your bswift BAA by calling **1-877-767-5254** or emailing **trsbainquiries@bswift.com**. You can also call a Personal Health Guide, 24 hours a day, seven days a week, at **1-866-355-5999**.

Sincerely,
The TRS-ActiveCare Team