

DENTAL OFFICE TOOLKIT

How-to Guides

All names, dates of birth, claims and history included in this guide are fictitious and not representative of an actual person

Last Revised: October 2026

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This Dental Office Toolkit® (DOT) training guide assumes that the users are operating according to the below system requirements:

- Ensure you have the latest version of Google Chrome and Adobe Acrobat Reader downloaded.
 - Download the latest version of Google Chrome [here](#)
 - Download the latest version of Adobe Acrobat [here](#)
- Ensure that you have pop-ups enabled for <https://dentalofficetoolkit.com>
Pop-ups will only be used to display a printable format of benefits, routine procedures, etc.
- To view a full list of system requirements the new Toolkit will require, please click [here](#)

The Dental Office Toolkit® (DOT) can be utilized to view information and submit claims for the following Delta Dental entities:

- Delta Dental of Michigan
- Delta Dental of Ohio
- Delta Dental of Indiana
- Delta Dental of North Carolina
- Delta Dental of Nebraska
- Delta Dental of New Mexico
- Delta Dental of Minnesota (Individual ONLY)
- Delta Dental of Tennessee
- Delta Dental of Wisconsin (CMS ONLY)
- Delta Dental of South Dakota (CMS ONLY)

COMMON QUESTIONS

- 
- DOT Registration
 - Reset Password
 - User Management
 - Allow Pop-Ups and Cookies in Google Chrome

DOT Registration

1
Getting Ready

2
Provider Details

3
One Time Passcode

4
User Details

5
Done!



Am I ready to register?

In order to register, you must know the following information for your Dental Provider:

- Do I know my Provider License Number?
- Do I know the State in which my Provider is Licensed?
- Do I know my business Tax Identification Number?
- Do I know my Service Office ZIP Code?
- Do I have access to the E-mail Address on file with our Provider Records Department?*

If you have all of the above information, then you can continue the registration process by selecting the **NEXT STEP** button below.

* NOTE FOR LARGE CORPORATIONS WITH A CENTRALIZED E-MAIL ADDRESS:

As part of the registration process, a one-time passcode is sent to the E-mail Address on file with our Provider Records Department. You must have access to the E-mail Address on file, directly or through another person, to complete registration.

[Cancel Registration](#)

NEXT STEP



- 1 Getting Ready
- 2 Provider Details
- 3 One Time Passcode
- 4 User Details
- 5 Done!



Please enter your registration details below...

License Number

License State

Tax Identification Number

Service Office ZIP Code

Note: Your stored license number may not contain the state-specific prefix. If you are unable to register using your doctor's full license number, please remove the state-specific prefix and try again. If you continue to have "Provider not found" issues when registering, please contact Customer Service.

[Cancel Registration](#)

BACK

NEXT STEP



3. Ensure the provider accurately types in the license number, state in which provider is licensed, TIN, and service office ZIP code and then click "Next Step"

1
Getting Ready

2
Provider Details

3
One Time Passcode

4
User Details

5
Done!



One Time Passcode

You must verify that you are authorized to register as a Dental Office Toolkit user.

Your One Time Passcode will be sent to the following e-mail address: **(user's email address on file)**

When you are ready, select the "SEND PASSCODE NOW" button to receive your passcode.

Requester Name:

[Cancel Registration](#)

SEND PASSCODE NOW



4. Enter your name in the "Requester Name" box and click "Send Passcode Now"



Enter One Time Passcode

One time passcode sent to: **(user's email address on file)**
Once you receive your code, enter it below and click "SUBMIT".

Enter one time passcode:

Select "REQUEST NEW CODE" to receive another code or to change delivery method

[Cancel Registration](#)

REQUEST NEW CODE

SUBMIT



5. Enter the one time passcode you received to the phone number or email address selected
6. Click "Submit"



Please enter your first and last name below:

First Name

Blaine

Last Name

Milne

Please create your username and password below:

Username

Username

Please create a Username with the following rules:

1. May be a combination of letters and numbers. Is not case sensitive
2. Must start with a letter
3. Must only contain 8 to 14 letters and numbers
4. Must NOT contain spaces
5. Must NOT contain special characters (@, ?, %, etc.)

Password

Hide

Confirm Password

Hide

Please create a Password with the following rules:

1. Password length greater than 10 characters.
2. Contain 4 of the following:
 - 1 digits (0-9).
 - 1 symbols (!, @, #, \$, %, *, etc.).
 - 1 uppercase English letters (A-Z).
 - 1 lowercase English letters (a-z).

[Cancel Registration](#)

REGISTER



7. Ensure the provider completes all fields and meets necessary username and password requirements
8. Click "Register"

1

Getting Ready

2

Provider Details

3

One Time Passcode

4

User Details

5

Done!



Congratulations!

You have completed the DOT Registration and can login now for the first time.

Here are the details:

First Name: ProviderX

Last Name: Office1

Username: providerxxx

Tax Identification Number: 111222333

License Number: 0000

License State: MI

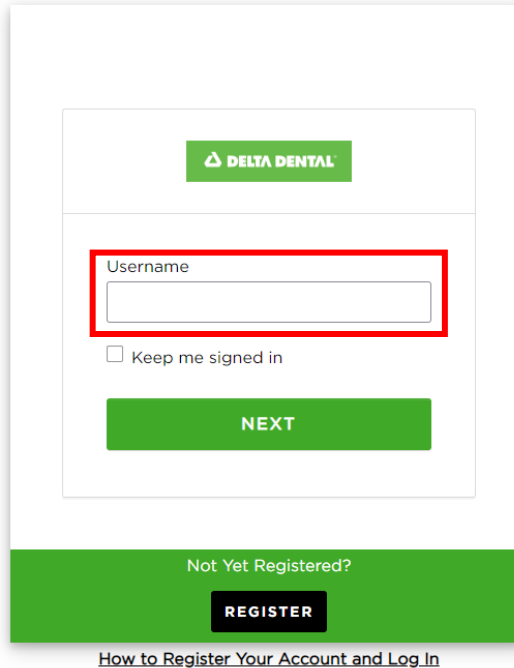
Zip Code: 55555

PROCEED TO LOGIN



9. Confirm all details above are correct and click “Proceed to Login”

Reset Password





Username

☐ Keep me signed in

NEXT

Not Yet Registered?

REGISTER

[How to Register Your Account and Log In](#)

1. Navigate to your local Delta Dental website and click Log In under the Dental Office Toolkit section
2. On the DOT login screen, enter your Username, and click "Next"

3 **DELTA DENTAL**



Verify with your password



Password

VERIFY

Forgot password?

[Back to sign in](#)

5 **DELTA DENTAL**

Provider Application and Credentialing
Password Reset Requested

Hi [REDACTED]

A password reset request was made for your Provider Application and Credentialing Toolkit account [REDACTED]. If you did not make this request, please contact Customer Service at the phone number listed in the Contact Us section of your Provider Application and Credentialing Toolkit.

Enter this code to verify your password reset request:

214184

Please note: This code is only valid for **5 minutes** after being requested. After 5 minutes, you will be required to request a new code.

If you experience difficulties accessing your account, please contact Customer Service at the phone number listed in the Contact Us section of your Provider Application and Credentialing Toolkit.

This is an automatically generated message. Replies are not monitored or answered.

7 **DELTA DENTAL**



Reset your password



Password requirements:

- At least 10 characters
- A lowercase letter
- An uppercase letter
- A number
- A symbol
- No parts of your username
- Password can't be the same as your last 4 passwords

New password

Re-enter password

☐ Sign me out of all other devices.

RESET PASSWORD

[Back to sign in](#)

4 **DELTA DENTAL**



Get a verification email



Send a verification email to [REDACTED] by clicking on "Send me an email".

SEND ME AN EMAIL

[Back to sign in](#)

6 **DELTA DENTAL**



Verify with your email



We sent an email to [REDACTED]. Enter the verification code in the text box.

Enter Code

VERIFY

[Back to sign in](#)

3. Click "Forgot Password?"
4. Click the "Send Me An Email" and the authentication code will be sent to the email listed
5. An email will be sent to the email address listed in Step 3
6. Enter the code from the email
7. Enter and re-enter your new password

User Management

SELECTED SERVICE OFFICE:

[Redacted] | [Redacted] | 16555 E 10 Mile Rd, Eastpointe, MI 48021

[HOME OFFICE](#)

[CHANGE OFFICE](#)

Selected Member ID:

Please select a member

[CHANGE MEMBER](#)

Standard Programs

Federal Government Programs

Search

Office

Office Details

Metrics Scorecard

Fee Schedules

Direct Deposits

Member

Admin

Service Office Details

[Redacted]

16555 E 10 Mile Rd

Eastpointe, MI 48021

Service Office NPI Type 2: Not on file

THIS IS YOUR HOME OFFICE ✓

License Number: [Redacted]

NPI Type 1: [Redacted]

Tax ID: [Redacted]

Business NPI Type 2: [Redacted]

Payment Method: Direct Deposit

Par Status:

Delta Dental PPO®

Delta Dental Premier®

[Show More](#)

To access EFT/ERA information from other Delta Dental companies on the Delta Dental National Portal, click [HERE](#).

Dental Office Toolkit can be utilized to view information and submit claims for the following [Delta Dental states](#)

Announcements

02/06/2024

[TEST Alert Message DOT](#)

01/22/2024

[Make a difference and some extra cash!](#)

12/27/2023

[MI Health Link: HAP/UPHP members](#)

12/27/2023

[Appointment Scheduling Requirements](#)

10/30/2023

Activity Log (0) New [Please click each tab to view results](#)

Information Requests

EFTs

Pre-Treatment Estimates

No Pay Processed Claims ?

EFT Interest Payments

Showing activity for the last 90 days

☐ Show Archived

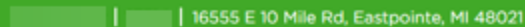


Page 1 of 1 1-2 of 2 Records

« < 1 > »

1. After logging into DOT, navigate to the Admin tab on the left-hand navigation bar

SELECTED SERVICE OFFICE:

 | 16555 E 10 Mile Rd, Eastpointe, MI 48021

[HOME OFFICE](#)

[CHANGE OFFICE](#)

Selected Member ID:
Please select a member

[CHANGE MEMBER](#)

User Management

Displaying all users that are associated with business TIN: 

FILTER BY

[CLEAR](#)

Page 1 of 1 1-18 of 18 Records

« < 1 > »

Username	First Name	Last Name ▼	
rdotusermi			VIEW PROFILE
rdotusermi12			VIEW PROFILE
rdotusermi2			VIEW PROFILE
rdotusermi3			VIEW PROFILE
rdotasdqwedef			VIEW PROFILE
rdotusermi7			VIEW PROFILE
rdotusermi9			VIEW PROFILE
ddpauser3	DDPAUser3	Last	VIEW PROFILE
ddpauser5	DDPAUser5	Last	VIEW PROFILE
ddpatest12			VIEW PROFILE

- Click on “User Management”
- View the users associated with your office, and click on “View Profile” for any user you’d like to manage permissions for

Office

Member

Admin

First Name: Last Name: Email Address: **User Role(s):**☒ User Manager

Users with the User Manager role have access to the User Management section of the application where they can view a user's profile as well as update their phone number, e-mail address and user roles.

☒ EFT User

Users with the EFT User role will have access to the Direct Deposits section of the application where they can view direct deposit accounts and register for direct deposit.

☒ DOT User

Users with the DOT User role will be able to perform all other DOT application functionalities.

NOTE: Removing this role from a user will prevent them from accessing the application.

PLEASE NOTE: EFT access will be revoked upon the users next login.

UPDATE PROFILE

4. To view and change the user role(s) of any individual user based on your preferences, click on "Update Profile"

(517)734-2552

Email Address:

nberrie@cobaltcore.io

User Role(s):

☐ User Manager

Users with the User Manager role have access to the User Management section of the application where they can view a user's profile as well as update their phone number, e-mail address and user roles.

☐ EFT User

Users with the EFT User role will have access to the Direct Deposits section of the application where they can view direct deposit accounts and register for direct deposit.

☒ DOT User

Users with the DOT User role will be able to perform all other DOT application functionalities.

NOTE: Removing this role from a user will prevent them from accessing the application.

PLEASE NOTE: EFT access will be revoked upon the users next login.

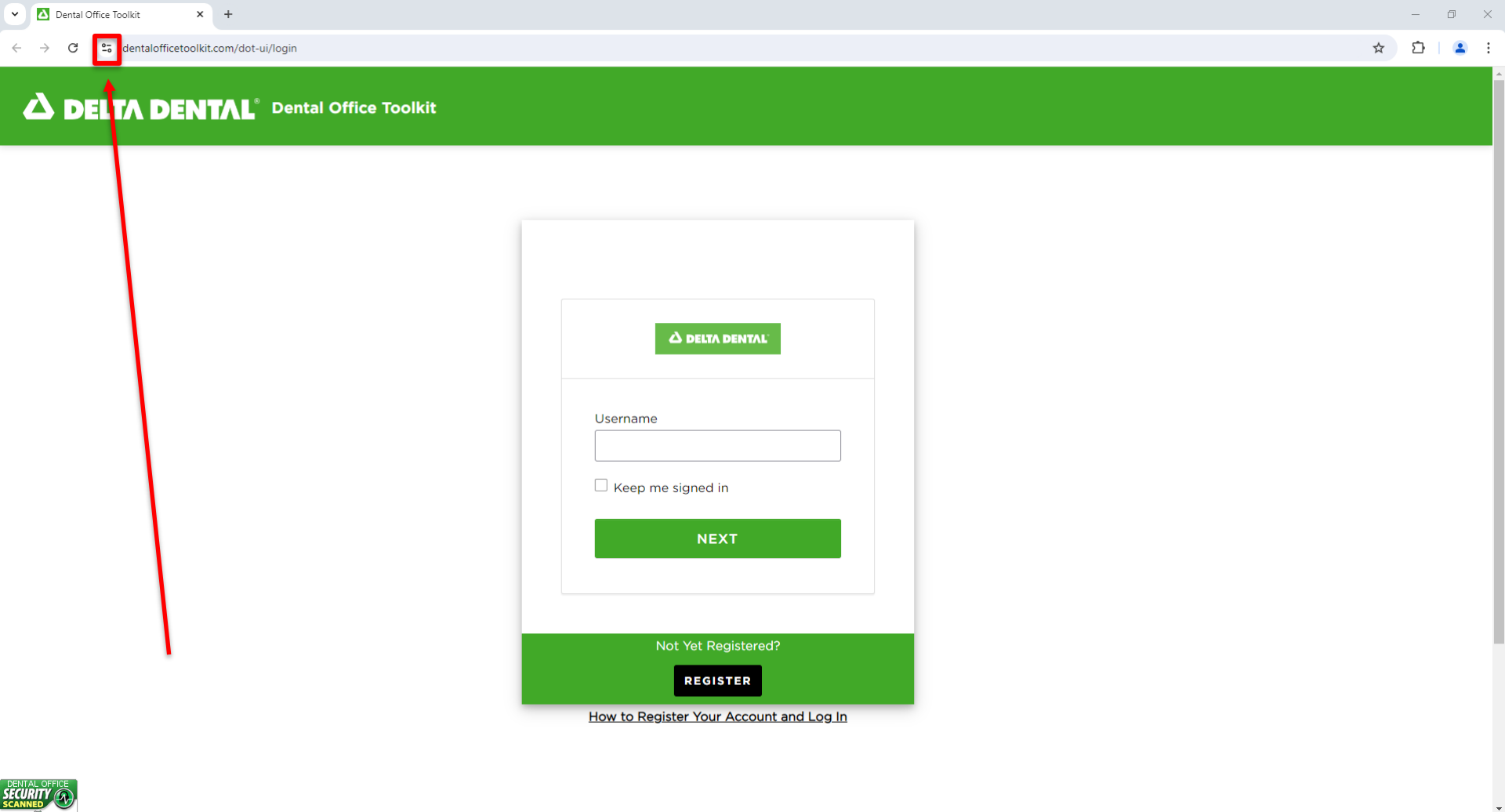
UPDATE

CANCEL

5. Select or deselect the user roles based on your preference, then click "Update"

Allow Pop-Ups and Cookies in Google Chrome

Allow Pop-Ups in Google Chrome



1. Click on the icon in the address bar

The image shows a web browser window with the address bar displaying `dentalofficetoolkit.com/dot-ui/login`. A Chrome extension menu is open, showing options for `dentalofficetoolkit.com`. The 'Site settings' option is highlighted with a red box, and a red arrow points to it. The background shows the login page for the Dental Office Toolkit, featuring the Delta Dental logo, a username input field, a 'Keep me signed in' checkbox, a green 'NEXT' button, and a green 'REGISTER' button at the bottom.

Username

☐ Keep me signed in

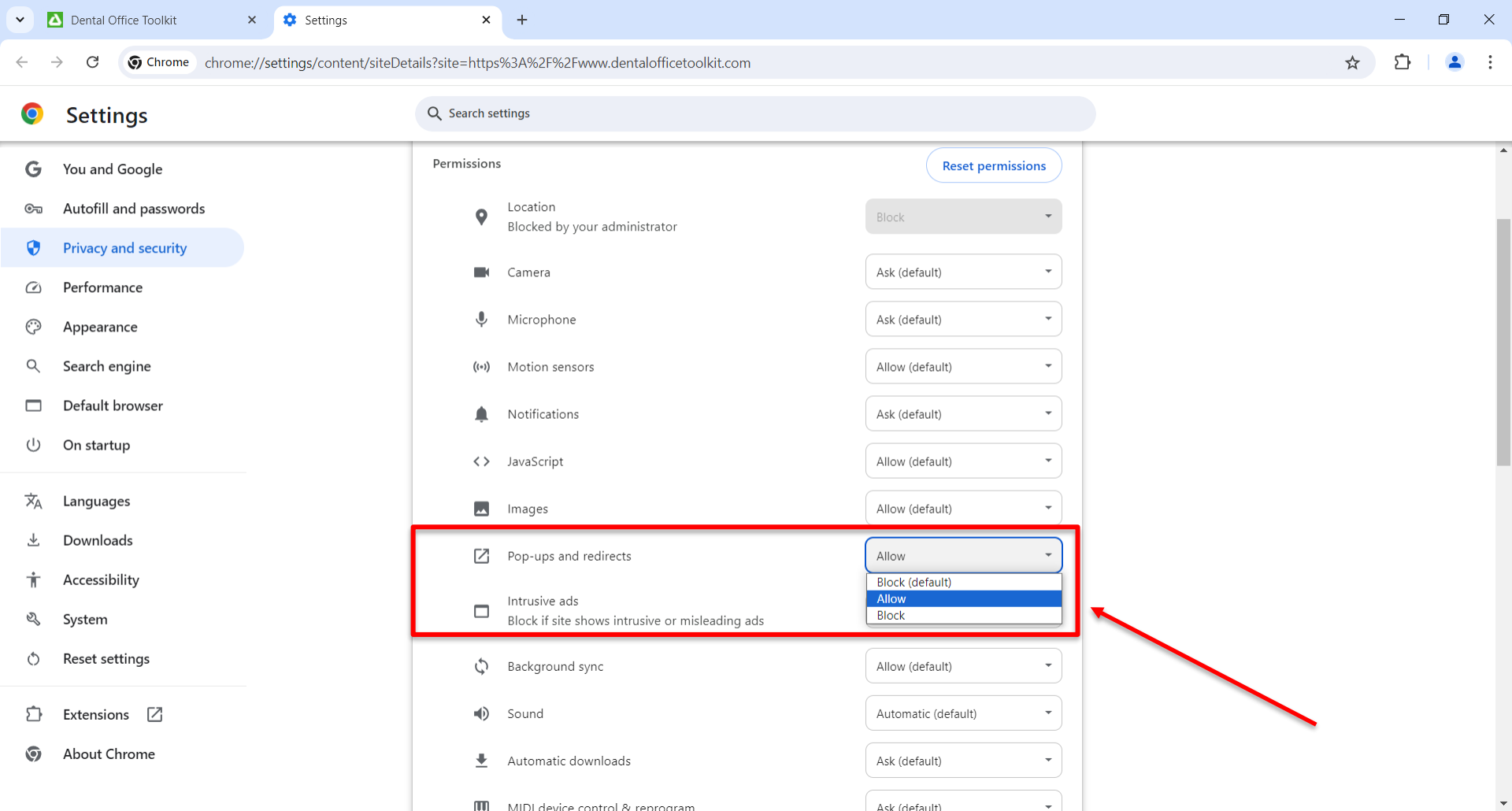
NEXT

Not Yet Registered?

REGISTER

[How to Register Your Account and Log In](#)

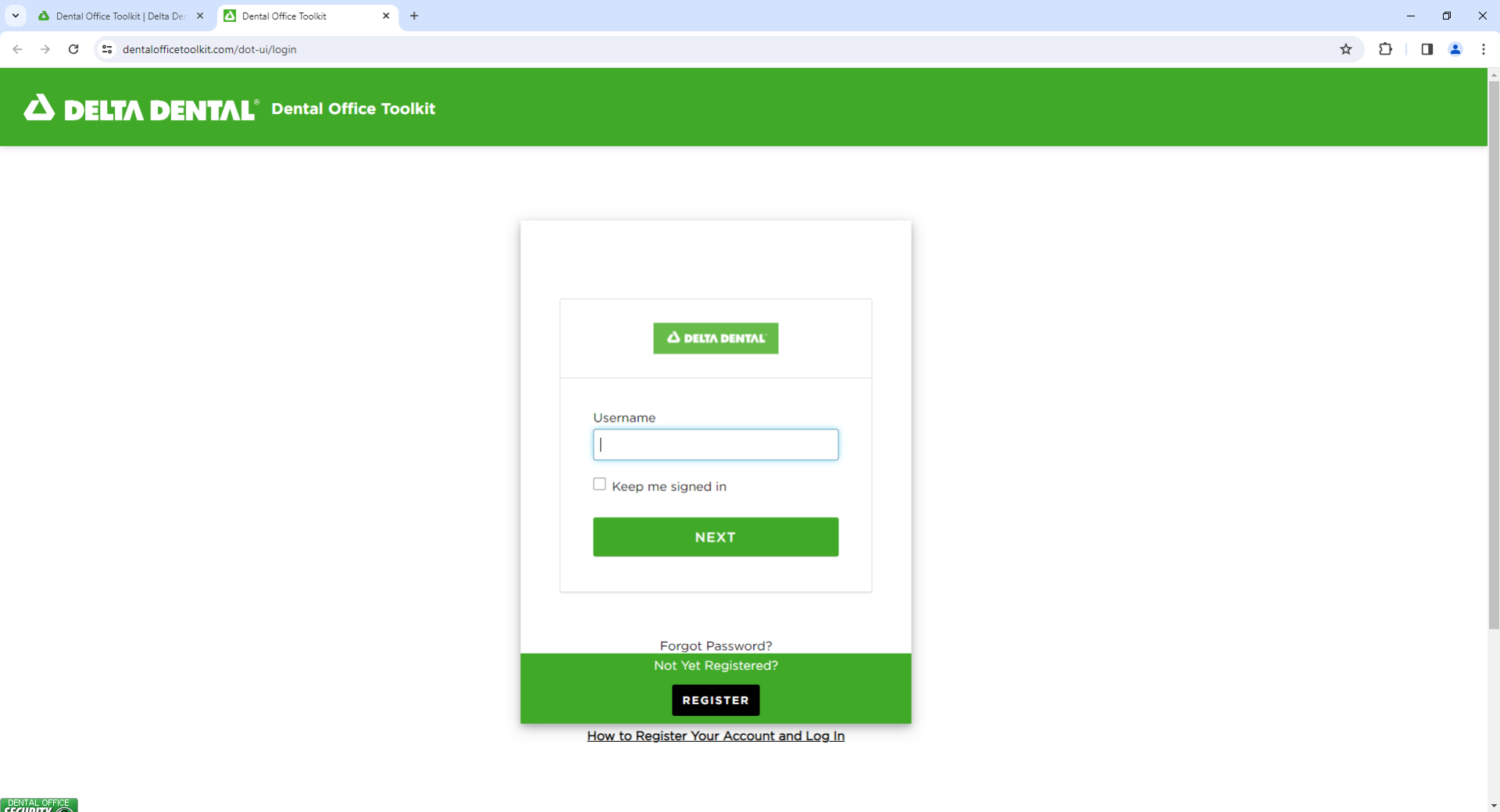
2. Click on "Site settings"



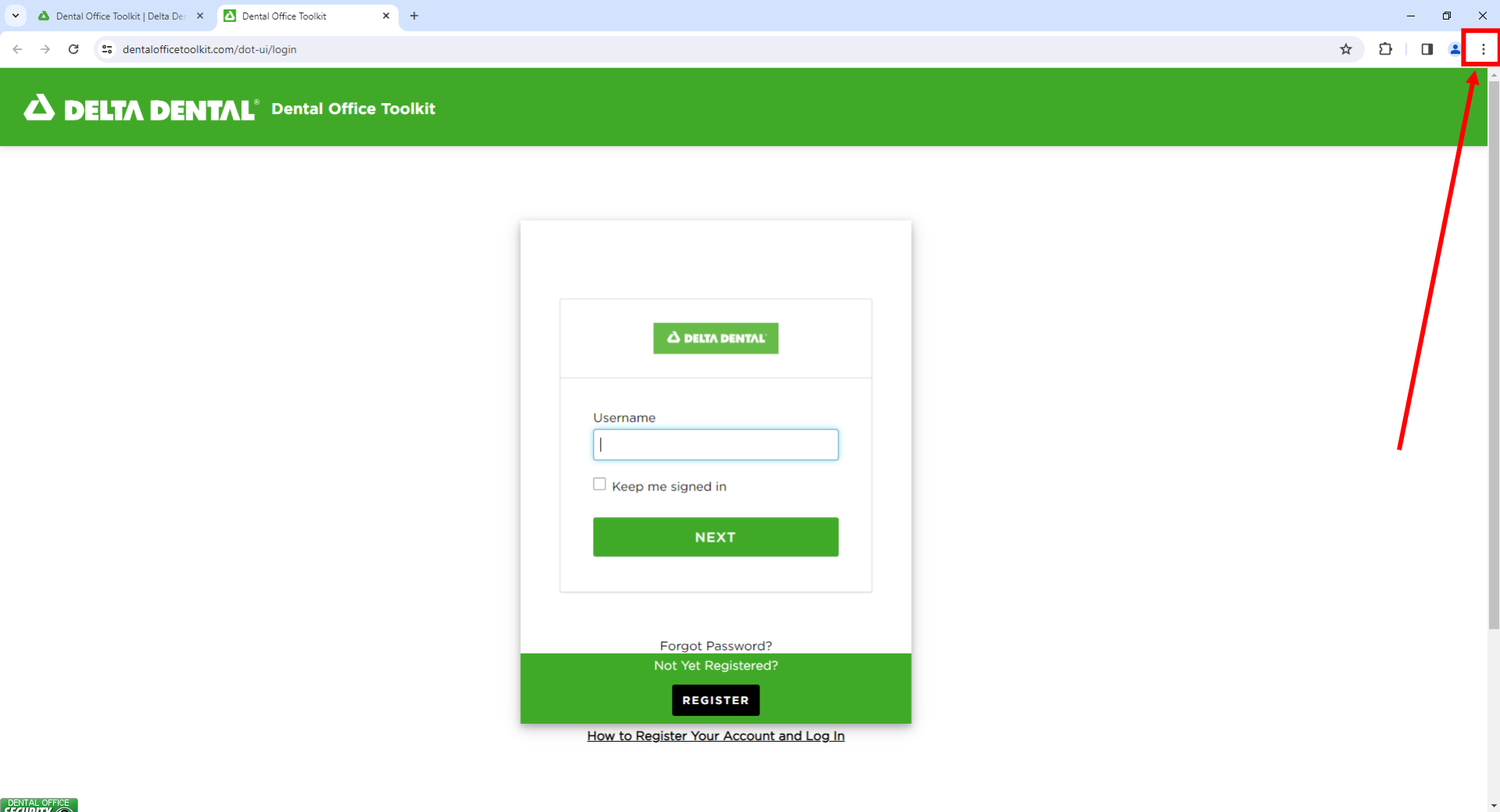
3. On the Privacy and security tab, scroll down to "Pop-ups and redirects" and change the setting to ALLOW

4. Refresh the DOT website

Allow Cookies in Google Chrome



Note: This guide is for any users who are getting redirected back to the login page each time they attempt to log in



1. Navigate to <https://www.dentalofficetoolkit.com/> in Google Chrome
2. Click on the three vertical dots in the top-right corner

Dental Office Toolkit

dentalofficetoolkit.com/dot-ui/login

DELTA DENTAL® Dental Office Toolkit

 DELTA DENTAL

Username

☐ Keep me signed in

NEXT

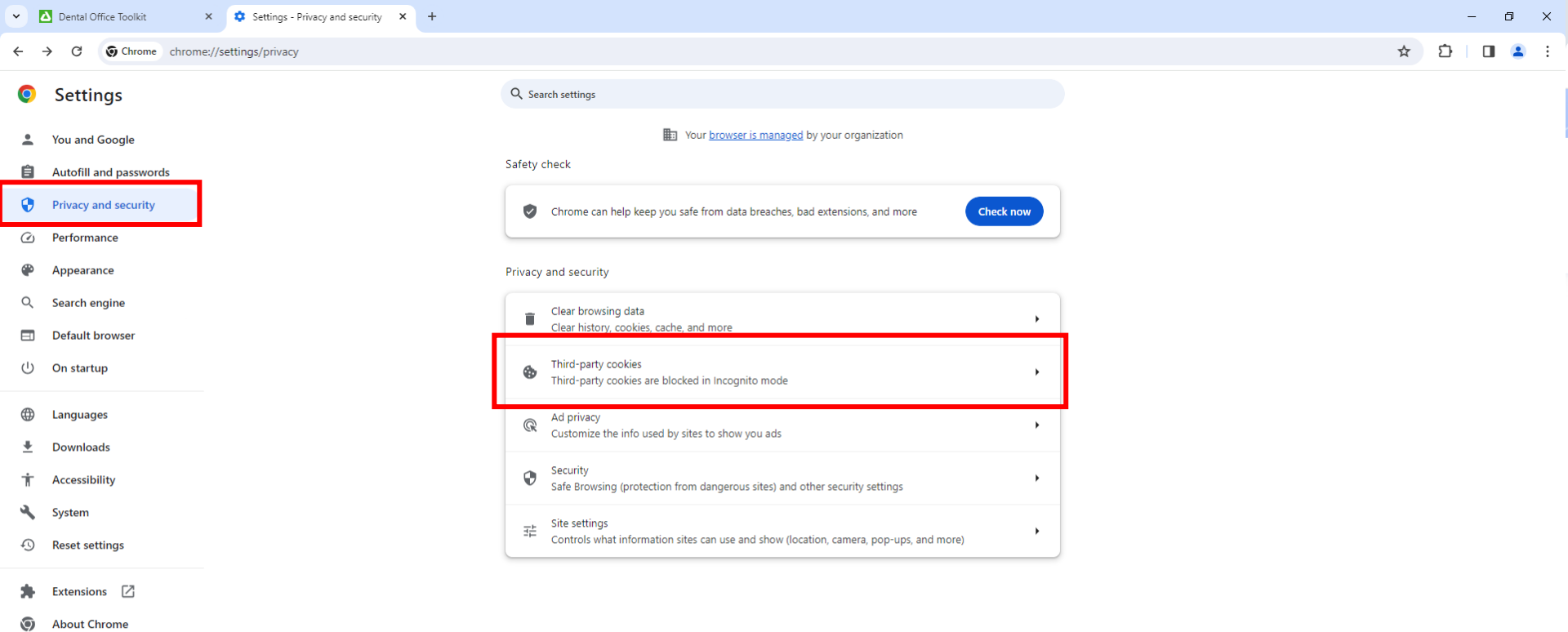
Forgot Password?
Not Yet Registered?

REGISTER

How to Register Your Account and Log In

- New tab Ctrl+T
- New window Ctrl+N
- New Incognito window Ctrl+Shift+N
- Person 1 Person 1
- Passwords and autofill
- History
- Downloads Ctrl+J
- Bookmarks and lists
- Extensions
- Clear browsing data... Ctrl+Shift+Del
- Zoom 100%
- Print... Ctrl+P
- Search this page with Google...
- Translate...
- Find and edit
- Save and share
- More tools
- Help
- Settings
- Exit

3. Click on "Settings"



- 4. Click on "Privacy and security" on the left-side menu
- 5. Click on "Third-party cookies"

Settings - Third-party cookies

chrome://settings/cookies

Settings

- You and Google
- Autofill and passwords
- Privacy and security
- Performance
- Appearance
- Search engine
- Default browser
- On startup
- Languages
- Downloads
- Accessibility
- System
- Reset settings
- Extensions
- About Chrome

Third-party cookies

Manage the types of information sites can use to track you as you browse.

- ☒ Allow third-party cookies
- ☐ Block third-party cookies in Incognito mode
- ☐ Block third-party cookies

Advanced

Send a "Do Not Track" request with your browsing traffic
Sites use their discretion when responding to this request

See all site data and permissions

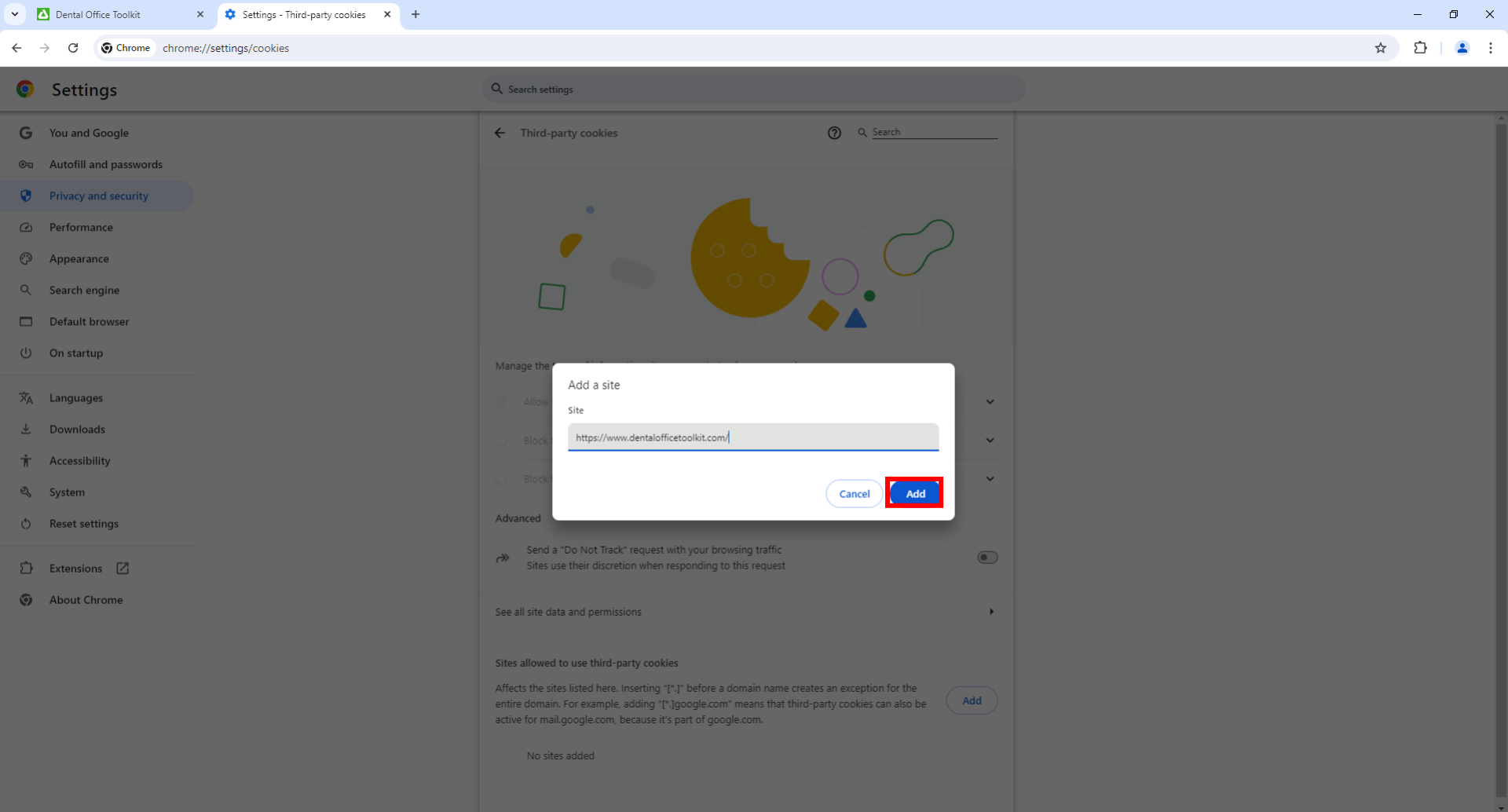
Sites allowed to use third-party cookies

Affects the sites listed here. Inserting "[.]" before a domain name creates an exception for the entire domain. For example, adding "[.].google.com" means that third-party cookies can also be active for mail.google.com, because it's part of google.com.

No sites added

Add

6. Under Sites allowed to use third-party cookies click "Add"



7. Enter <https://www.dentalofficetoolkit.com/> and click "Add"

Close out of Google Chrome and re-open it. Navigate back to <https://www.dentalofficetoolkit.com/>

MEMBER

- 
- Select a Member
 - View and Print Member Benefits
 - Search for Complete Dental History of a Member
 - Search Sealant History of a Member

Select a Member

SELECTED SERVICE OFFICE:
 |  | 16555 E 10 Mile Rd, Eastpointe, MI 48021

[HOME OFFICE](#)
[CHANGE OFFICE](#)
Selected Member ID:

Please select a member

[CHANGE MEMBER](#)
[Standard Programs](#)
[Federal Government Programs](#)
 Search

 **Office**
[Office Details](#)
[Metrics Scorecard](#)
[Fee Schedules](#)
[Direct Deposits](#)
 Member

 Admin

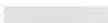
Service Office Details


16555 E 10 Mile Rd

Eastpointe, MI 48021

Service Office NPI Type 2: Not on file

THIS IS YOUR HOME OFFICE ✓

License Number: 
NPI Type 1: 
Tax ID: 
Business NPI Type 2: 
Payment Method: Direct Deposit

Par Status:

Delta Dental PPO®

Delta Dental Premier®

[Show More](#)

To access EFT/ERA information from other Delta Dental companies on the Delta Dental National Portal, click [HERE](#).

Dental Office Toolkit can be utilized to view information and submit claims for the following [Delta Dental states](#)

Announcements

02/06/2024

[TEST Alert Message DQT](#)

01/22/2024

[Make a difference and some extra cash!](#)

12/27/2023

[MI Health Link: HAP/UPHP members](#)

12/27/2023

[Appointment Scheduling Requirements](#)

10/30/2023

Activity Log (0) New [Please click each tab to view results](#)
[Information Requests](#)
[EFTs](#)
[Pre-Treatment Estimates](#)
[No Pay Processed Claims](#) ?

[EFT Interest Payments](#)

Showing activity for the last 90 days

☐ Show Archived

 **Page 1 of 1** 1-2 of 2 Records

<< < 1 > >>

1. Click on the “Change Member” button on the top home bar to enter a Member ID

SELECTED SERVICE OFFICE:
 |  | 16555 E 10 Mile Rd, Eastpointe, MI 48021

[HOME OFFICE](#)
[CHANGE OFFICE](#)
Selected Member ID:
Please select a member

[CANCEL](#)
[Standard Programs](#)
[Federal Government Programs](#)
 Search

 **Office**
[Office Details](#)
[Metrics Scorecard](#)
[Fee Schedules](#)
[Direct Deposits](#)
 Member

 Admin

Service Office Details

 16555 E 10 Mile Rd

Eastpointe, MI 48021

Service Office NPI Type 2: Not on file

THIS IS YOUR HOME OFFICE ✓

 License Number: 

 NPI Type 1: 

 Tax ID: 

 Business NPI Type 2: 

Payment Method: Direct Deposit

 Par Status:
Delta Dental PPO®
Delta Dental Premier®
[Show More](#)

 To access EFT/ERA information from other Delta Dental companies on the Delta Dental National Portal, click [HERE](#).

 Dental Office Toolkit can be utilized to view information and submit claims for the following [Delta Dental states](#)
MEMBER ID

SSN or Alt ID

DATE OF BIRTH

mm/dd/yyyy

FIRST NAME

FIRST NAME

LAST NAME

LAST NAME

[SEARCH](#)
[RESET](#)

12/27/2023

[Appointment Scheduling Requirements](#)

10/30/2023

 Activity Log (0) New [Please click each tab to view results](#)
[Information Requests](#)
[EFTs](#)
[Pre-Treatment Estimates](#)
[No Pay Processed Claims](#) ?

[EFT Interest Payments](#)

Showing activity for the last 90 days

 Show Archived


Page 1 of 1 1-2 of 2 Records

<< < 1 > >>

2. Type in the Member First Name, Last Name, Date of Birth, and Member ID or SSN in the appropriate fields and click "Search"

SELECTED SERVICE OFFICE:

 | 16555 E 10 Mile Rd, Eastpointe, MI 48021

[HOME OFFICE](#)
[CHANGE OFFICE](#)

Selected Member ID:

xxxxx3112  HKD TestSubscriber - Sub

[CHANGE MEMBER](#)
[Standard Programs](#)
[Federal Government Programs](#)
 Search

 Office

 **Member**
[Member Details & Benefits](#)
[Enter Claim / Pre-treatment Estimate](#)
[Family Claims History](#)
[Processing Policies](#)
 Admin

Member Details & Benefits

All Family Members

Member Alternate ID: 9453782931

Patient Name	Birthdate	Relationship	Eligibility ?	Effective Date
HKD TestSubscriber	01/01/2014	Subscriber	Active	02/01/2024

Networks

[Healthy Kids Dental/MiChild Dentist](#)
[Nonparticipating Dentist](#)
[PRINT ALL](#)

Claim Reminders

All claims must be filed within 12 months of the service date.

Pre-treatment Estimates are not required, but recommended. You can create a Pre-treatment Estimate when entering a Claim by checking the "Pre-treatment Estimate" box for some or all Treatment Lines and submitting the claim. All Pre-treatment Estimates are processed as Primary.

- The orange box on the left-hand navigation bar will direct you to the member details page
- The blue box will show the member name and relationship
- The red box shows a quick view of the member you are viewing (by selecting the drop-down arrow, you can select a different member, ex: spouses or dependents)

[View and Print Member Benefits](#)

SELECTED SERVICE OFFICE:

HOME OFFICE

CHANGE OFFICE

Selected Member ID:

Please select a member

CHANGE MEMBER

| | 16555 E 10 Mile Rd, Eastpointe, MI 48021

Standard Programs

Federal Government Programs

Search

Office

• Office Details

Metrics Scorecard

Fee Schedules

Direct Deposits

Member

Admin

Service Office Details

16555 E 10 Mile Rd

Eastpointe, MI 48021

Service Office NPI Type 2: Not on file

THIS IS YOUR HOME OFFICE

License Number:

NPI Type 1:

Tax ID:

Business NPI Type 2:

Payment Method: Direct Deposit

Par Status:
Delta Dental PPO®
Delta Dental Premier®
[Show More](#)

To access EFT/ERA information from other Delta Dental companies on the Delta Dental National Portal, click [HERE](#).

Dental Office Toolkit can be utilized to view information and submit claims for the following [Delta Dental states](#)

Announcements

06/28/2024

[DDAR message](#)

06/26/2024

[Regression Testing - DOT](#)

04/17/2024

[New prior authorization process part 2](#)

04/17/2024

[New prior authorization process part 1](#)

01/22/2024

Activity Log (7) New Please click each tab to view results

Message Center

Information Requests

EFTs

Pre-Treatment Estimates

No Pay Processed Claims

EFT Interest Payments

Showing activity for the last 90 days

1. Click on the “Change Member” button on the top home bar
2. Type in the Member First Name, Last Name, Date of Birth, and Member ID or SSN in the appropriate fields and click “Search”

SELECTED SERVICE OFFICE:

| | 16555 E 10 Mile Rd, Eastpointe, MI 48021

[HOME OFFICE](#) [CHANGE OFFICE](#)

Selected Member ID:

XXXXX0201 Winston Churchill - Sub

[CHANGE MEMBER](#)

[Standard Programs](#) [Federal Government Programs](#)

Search

Office

Member

Member Details & Benefits

[Enter Claim / Pre-treatment Estimate](#)

[Family Claims History](#)

[Processing Policies](#)

Admin

Member Details & Benefits

All Family Members

Member Alternate ID: N/A

Patient Name	Birthdate	Relationship	Eligibility ?	Effective Date
Winston Churchill	10/14/1970	Subscriber	Active	01/01/2020
Jane Churchill	03/12/1973	Spouse	Inactive	03/11/2022
Izzy Churchill	03/12/1973	Spouse	Active	03/11/2022
James Churchill	10/03/1990	Dependent	Inactive	01/01/2020
Annie Churchill	05/14/2018	Dependent	Active	01/01/2020
test test	03/01/2000	Dependent	Active	04/01/2022

Fee Search

Networks

[EPO Dentists](#) [PPO Dentist](#) [Premier Dentist](#) [Nonparticipating Dentist](#)

[PRINT ALL](#)

3. Navigate to the Member tab in the orange box on the left side of the screen

4. Click "Member Details & Benefits" in the blue box

Networks

EPO Dentists

PPO Dentist

Premier Dentist

Nonparticipating Dentist

PRINT ALL

Claim Reminders



Routine Procedures

PRINT SECTION



Coverages

PRINT SECTION



Exclusions And Limitations

PRINT SECTION



Maximums and Deductibles

PRINT SECTION



Copay Schedule

PRINT SECTION



More Information

Client Benefit Information

PRINT SECTION



5. Select the desired Network tab and scroll down to browse the available documents
6. Click the "Print Section" button of your desired document, or click the "Print All" button located on the right side of the Networks header to print documents from all sections

Patient Name: Winston Churchill

Eligibility and Benefits are based on information available on 07/17/2024. This is an overview of benefits that should be reviewed in its entirety, and not a guarantee of payment. Refer to the patient's summary plan description (SPD) for detailed benefits, limitations, and exclusions. Estimated patient out of pocket expenses can be determined by the submission of a pre-treatment estimate

Network: **PPO Dentist** Birthdate: **10/14/1970**
Eligibility: **Active** Effective Date: **01/01/2020**

Client Benefit Information

The employer has selected the following benefit plan.
Eligibility is not a guarantee of coverage as actual benefit payments are determined only when a claim is processed.

Plan: **DDPMI**
Product: **Delta Dental EPO**
Payor ID: **DDPMI**

7/17/24, 10:41 AM

Client Benefit Information

Patient Name: Winston Churchill

Eligibility and Benefits are based on information available on 07/17/2024. This is an overview of benefits that should be reviewed in its entirety, and not a guarantee of payment. Refer to the patient's summary plan description (SPD) for detailed benefits, limitations, and exclusions. Estimated patient out of pocket expenses can be determined by the submission of a pre-treatment estimate

Network: **PPO Dentist** Birthdate: **10/14/1970** Relationship: **Subscriber**
Eligibility: **Active** Effective Date: **01/01/2020**

Client Benefit Information

The employer has selected the following benefit plan.
Eligibility is not a guarantee of coverage as actual benefit payments are determined only when a claim is processed.

Plan: DDPMI	Group Number: 0000
Product: Delta Dental EPO	Sub Group Number: 0000
Payor ID: DDPMI	Group Name: ABC Toolkit Company
	Sub Group Name: Delta Toolkit, Inc.

about:blank

1/1

Print

1 sheet of paper



Destination

Printer

Pages

All

Copies

1

Layout

Portrait

Color

Color

More settings

Print

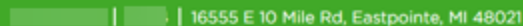
Cancel

ts, limitations, and exclusions. Estimated

7. The desired document will display on another screen
8. Click the "Print" button

**Search for Complete Dental History of a
Member**

SELECTED SERVICE OFFICE:

 16555 E 10 Mile Rd, Eastpointe, MI 48021

[HOME OFFICE](#)
[CHANGE OFFICE](#)

Selected Member ID:

xxxxxx3112 HKD TestSubscriber - Sub 
[CHANGE MEMBER](#)

Standard Programs

Federal Government Programs

 Search

 Office

 Member

 Admin

Search

I'd like to search for:

All Claims 

Time Period:

Last 90 Days 

Or:

Start Date:

12/27/2023 

To:

End Date:

03/26/2024 

Claims Search Options:



For ALL Claims



For the Selected Member ID: xxxxx3112



For a Specific Claim Number:

[RESET](#)
[SEARCH](#)

1. Click on "Search" on the left-hand navigation bar
2. Fill out the data fields outlined in red
3. Enter the desired time period or start/end dates outlined in blue
4. Click "Search"

Search Results

Page 1 of 34 1-25 of 844 Records

<< < 1 2 3 4 5 6 7 8 9 > >>

Service Date	Date Received ▼	Patient Name	Claim Number	SSN	Status
03/25/2024	03/25/2024		2403262368290	xxxxx8524	Paid
03/25/2024	03/25/2024		2403262368282	xxxxx8537	Paid
03/25/2024	03/26/2024		2403262368246	xxxxx2865	Paid
03/25/2024	03/25/2024		2403262368212	xxxxx2865	Paid
03/25/2024	03/25/2024		2403262368180	xxxxx6803	Paid
03/25/2024	03/25/2024		2403262368003	xxxxx0457	Paid
03/25/2024	03/25/2024		2403262367997	xxxxx8504	Paid
N/A	03/25/2024		2403262367994	xxxxx0457	Estimated
03/21/2024	03/21/2024		2403222155130	xxxxx9432	Paid
03/21/2024	03/21/2024		2403222155109	xxxxx4661	Paid
03/21/2024	03/21/2024		2403222155035	xxxxx2125	Denied
03/21/2024	03/21/2024		2403222136777	xxxxx0181	Paid
03/21/2024	03/21/2024		2403222136238	xxxxx1745	Paid
03/21/2024	03/21/2024		2403222136207	xxxxx8537	Paid
03/21/2024	03/21/2024		2403222136203	xxxxx8030	Paid
03/21/2024	03/21/2024		2403222136196	xxxxx0609	Paid
03/21/2024	03/21/2024		2403222136180	xxxxx0410	Paid

5. View search results

6. Click on any claim number to view details

Standard
ProgramsFederal
Government
Programs

In For Pay Claim

< BACK TO SEARCH RESULTS

Patient Information

Patient Account Number: 9456058

Patient Name:

Date of Birth: 11/20/1982

Relationship Code: Subscriber

Subscriber Name:

Dentist Information

Dentist Name:

License Number:

Dentist TIN:

Specialty: General Practitioner

Place Of Service: Office

Other Carrier:

Claim Information

Receipt Date: 03/21/2024

Process Date: 03/22/2024

Claim Number: 2403222155035

Claim Type: In For Pay

Claim Status: Denied

Other Carrier Payment:

PRINT CLAIM DETAIL

CANCEL CLAIM

This claim cannot be cancelled.

Tooth Number	Area of Arch	Surface	Date of Service	Proc Code	Submit'd Amount	Appn'd Amount	Allowed Amount	Del	Office Visit	CoPay	Patient Pmt	Plan Pmt	Per Network	Product	Claim Line Status	Payment Number	Pay To	Issue Date
Group Number: 050803 Sub-group Number: 1000																		
			03/21/2024	D0206	\$72.00	\$30.00	\$0.00	\$0.00	\$0.00	0.0%	\$30.00	\$0.00	PPO Dentist	Delta Dental PPO plus Premier	Denied		Provider	
Policy Code(s): EL12519																		
The following policies are applied to explain benefits payable and are not intended to alter the treatment plan determined by the dentist and patient:																		
Policy EL12519: Fluoride treatments are payable for age 18 and under.																		
Total:												\$30.00	\$0.00					
Subscriber Deductible:												\$0.00						
Paid to Subscriber																		

Search Sealant History of a Member

SELECTED SERVICE OFFICE:

| 35220 Mound Rd, Sterling Heights, MI 48310

[HOME OFFICE](#)
[CHANGE OFFICE](#)

Selected Member ID:

xxxxx1111

Marshall Molar - Sub

[CHANGE MEMBER](#)
[Standard Programs](#)
[Federal Government Programs](#)
[Search](#)
[Office](#)
[Member](#)
[Member Details & Benefits](#)
[Enter Claim / Pre-treatment Estimate](#)
[Family Claims History](#)
[Processing Policies](#)
[Admin](#)

Search

I'd like to search for:

Family Claims History

Time Period:

Last 90 Days

Or:

Start Date:

02/22/2024

To:

End Date:

05/22/2024

Member Search Options for Member ID: xxxxx1111

☒ For the Selected Family Member: Marshall Molar

☐ For ALL Family Members

Procedure Search Options:

☒ For All Procedures

☐ With treatment(s) matching the following Procedure Code(s):

Business Search Options:

☒ For the Selected Provider

☐ Across the whole Business (TIN)

☐ Across ALL Businesses (TINs)

Tooth Search Options:

Tooth Number:

All

Permanent Teeth

01

02

03

04

05

Area of Arch:

All

01 - Upper Arch

02 - Lower Arch

10 - Upper Right

20 - Upper Left

30 - Lower Left

40 - Lower Right

(Select multiple using CTRL + click or SHIFT + click)

[RESET](#)
[SEARCH](#)

1. Enter a Member ID in the "Change Member" field
2. Click on "Family Claims History"

SELECTED SERVICE OFFICE:

 |  | 35220 Mound Rd, Sterling Heights, MI 48310

HOME OFFICE

CHANGE OFFICE

Selected Member ID:

xxxxx1111

Marshall Jr Molar - Dep

CHANGE MEMBER

Standard Programs

Federal Government Programs

Search

Office

Member

Admin

Search

I'd like to search for:

Family Claims History

Time Period:

All Time

Or:

Start Date:

12/09/1971

To:

End Date:

05/22/2024

Member Search Options for Member ID: xxxxx1111

- ☒ For the Selected Family Member: Marshall Jr Molar
- ☐ For ALL Family Members

Business Search Options:

- ☐ For the Selected Provider
- ☐ Across the whole Business (TIN)
- ☒ Across ALL Businesses (TINs)

Procedure Search Options:

- ☐ For All Procedures
- ☒ With treatment(s) matching the following Procedure Code(s):

D1351

Tooth Search Options:

Tooth Number:

- All
- Permanent Teeth
- 01
- 02
- 03
- 04
- 05

Area of Arch:

- All
- 01 - Upper Arch
- 02 - Lower Arch
- 10 - Upper Right
- 20 - Upper Left
- 30 - Lower Left
- 40 - Lower Right

(Select multiple using CTRL + click or SHIFT + click)

RESET

SEARCH

3. Select the criteria **noted** above (you can select any time period)
4. Enter the procedure code "D1351" for sealants
5. Click "Search"

35220 Mound Rd, Sterling Heights, MI 48310

xxxxx1111

Marshall Jr Molar - Dep

Procedure Search Options:

☐ For All Procedures☒ With treatment(s) matching the following Procedure Code(s):

D1351

Tooth Search Options:

Tooth Number:

- All
- Permanent Teeth
- 01
- 02
- 03
- 04
- 05

Area of Arch:

- All
- 01 - Upper Arch
- 02 - Lower Arch
- 10 - Upper Right
- 20 - Upper Left
- 30 - Lower Left
- 40 - Lower Right

(Select multiple using CTRL + click or SHIFT + click)

RESET

SEARCH

Search Results

Page 1 of 1 1-1 of 1 Records

<< < 1 > >>

Service Date	Date Received	Patient Name	Claim Number	SSN	Status
02/01/2024	05/14/2024	Marshall Jr Molar	2405144355983	xxxxx1111	Paid

Page 1 of 1 1-1 of 1 Records

<< < 1 > >>

6. Click into the claim number in the search results

In For Pay Claim

< BACK TO SEARCH RESULTS

Patient Information

Patient Account Number:

Patient Name: Marshall Jr Molar

Date of Birth: 02/01/2020

Relationship Code: Dependent

Subscriber Name: Marshall Molar

Dentist Information

Dentist Name:

License Number:

Dentist TIN:

Specialty: General Practitioner

Other Carrier:

Claim Information

Receipt Date: 05/14/2024

Process Date: 05/14/2024

Claim Number: 2405144355983

Claim Type: In For Pay

Claim Status: Paid

Other Carrier Payment:

PRINT CLAIM DETAIL

CANCEL CLAIM

This claim cannot be cancelled.

Tooth Number	Area of Arch	Surface	Date of Service	Proc. Code	Submit'd Amount	Apprv'd Amount	Allowed Amount	Deid	Office Visit	CoPay	Patient Pmt	Plan Pmt	Per Network	Product	Claim Line Status	Payment Number	Pay To	Issued Date						
Group Number: 9700 Sub-group Number: 11000																								
03			02/01/2024	0130	\$2,000.00	\$38.00	\$38.00	\$0.00	\$0.00	90%	\$3.80	\$34.20	PPO Dentist	Delta Dental PPO (Point-of-Service)	Paid	17826026	Provider	05/13/2024						
Total:											\$3.80	\$34.20												
Subscriber Deductible:											\$0.00													
											Paid to Subscriber													
Net Amount:											\$0.00													
											Paid to Provider													
Gross Amount:											\$34.20													
R&D Withhold:											\$0.00													
Net Amount:											\$34.20													

7. Review the date of service and claim line status to understand sealant eligibility

NEW: Member Claims History

SELECTED SERVICE OFFICE:

E Beltline Ave NE, Grand Rapids, MI 49525

HOME OFFICE

CHANGE OFFICE

Selected Member ID:

xxxxxx0201

Winston Churchill - Sub

CHANGE MEMBER

Standard Programs

Federal Government Programs

Search

Office

Member

Member Details & Benefits

Enter Claim / Pre-treatment Estimate

Member Claims History

Processing Policies

Admin

Search Member Claims History

Claim Type

Select an Item

Procedure Codes

Select an Item

Tooth Numbers

Select an Item

Area of Oral Cavity

Select an Item

Claim Status

Select an Item

Business Search Options

Across ALL Businesses (TINs)

Time Periods:



Last 6 Months



Last One Year



Last Two Years



All Time

RESET

SEARCH

Member Claims History

Family Claims History

EXPAND ALL CLAIMS

COLLAPSE ALL CLAIMS

Export All Search Results

Claim Number	Patient Name	Received Date	Claim Type	Claim Status	Date of Service ↑	Procedure Codes	Dispute	Adjust ⓘ
> 2610074977479	Winston Churchill	10/07/2026	Pre-Treatment Estimate	Denied	N/A	D0120	N/A	N/A

1. Member Claims History has been added in the Member section on the left hand nav.
2. In order to view results, users must select a member.
3. Upon selecting a member and navigating to the Member Claims History screen, the claim results will default to display the entire claims history of the member.

E Beltline Ave NE, Grand Rapids, MI 49525

xxxxx0201

Winston Churchill - Sub

Treatment Estimate

Member Claims History

Processing Policies

Admin

Member Claims History

Family Claims History

EXPAND ALL CLAIMS

COLLAPSE ALL CLAIMS

Export All Search Results

Claim Number	Patient Name	Received Date	Claim Type	Claim Status	Date of Service ↑	Procedure Codes	Dispute	Adjust										
2610074977479	Winston Churchill	10/07/2026	Pre-Treatment Estimate	Denied	N/A	D0120	N/A	N/A										
<table><tr><th>Proc. Code</th><th>Date of Service</th><th>Tooth Numbers</th><th>Area of Oral Cavity</th><th>Status</th></tr><tr><td>D0120</td><td>N/A</td><td></td><td></td><td>Not Billable</td></tr></table>									Proc. Code	Date of Service	Tooth Numbers	Area of Oral Cavity	Status	D0120	N/A			Not Billable
Proc. Code	Date of Service	Tooth Numbers	Area of Oral Cavity	Status														
D0120	N/A			Not Billable														
> 2610074977476	Winston Churchill	10/07/2026	Pre-Treatment Estimate	Denied	N/A	D0120	N/A	N/A										
> 2610054817823	Winston Churchill	10/05/2026	In For Pay	In Process	10/05/2026	D1206, D1120, D0120	N/A	N/A										
> 2609304594762	Winston Churchill	09/30/2026	Pre-Treatment Estimate In For Pay	In Process	09/09/2026	D0120	N/A	N/A										
> 2609256159996	Winston Churchill	09/25/2026	Prior Carrier	Paid	09/25/2026	D0120	N/A	N/A										
> 2609146159972	Winston Churchill	09/14/2026	Prior Carrier	Estimated	N/A	D3428	N/A	N/A										
> 2608194617631	Winston Churchill	08/19/2026	Pre-Treatment Estimate In For Pay	In Process	08/04/2026	D0120	N/A	N/A										
> 2608044872740	Winston Churchill	08/04/2026	In For Pay	In Process	08/03/2026	D0190	N/A	N/A										

4. Users can open claim sub tables by selecting the carrot dropdown next to the claim number, or by selecting the Expand All Claims button.

5. Sub tables can be closed by selecting the carrot dropdown or clicking the Collapse All Claims button.

6. Users can click on the hyperlinked claim numbers to open claim details.

SELECTED SERVICE OFFICE:

E Beltline Ave NE, Grand Rapids, MI 49525

HOME OFFICE

CHANGE OFFICE

Selected Member ID:

xxxxxx0201

Winston Churchill - Sub

CHANGE MEMBER

Standard Programs

Federal Government Programs

Search

Office

Member

Member Details & Benefits

Enter Claim / Pre-treatment Estimate

Member Claims History

Processing Policies

Admin

Search Member Claims History

Claim Type

Select an Item

Procedure Codes

Select an Item

Tooth Numbers

Select an Item

Area of Oral Cavity

Select an Item

Claim Status

Select an Item

Business Search Options

Across ALL Businesses (TINs)

Time Periods:



Last 6 Months



Last One Year



Last Two Years



All Time

RESET

SEARCH

Member Claims History

Family Claims History

EXPAND ALL CLAIMS

COLLAPSE ALL CLAIMS

Export All Search Results

Claim Number	Patient Name	Received Date	Claim Type	Claim Status	Date of Service ↑	Procedure Codes	Dispute	Adjust	
> 2610074977479	Winston Churchill	10/07/2026	Pre-Treatment Estimate	Denied	N/A	D0120	N/A	N/A	

7. Users have the ability to filter the search results by selecting options from the dropdowns above.

8. Claim Type, Claim Status, Business Search Options, and Time periods are single select fields, while Procedure Codes, Tooth Numbers, and Area of Oral Cavity are multi select.

SELECTED SERVICE OFFICE:

E Beltline Ave NE, Grand Rapids, MI 49525

HOME OFFICE

CHANGE OFFICE

Selected Member ID:

xxxxxx0201

Winston Churchill - Sub

CHANGE MEMBER

Standard Programs

Federal Government Programs

Search Member Claims History

Claim Type

Select an Item

Procedure Codes

Select an Item

Tooth Numbers

Select an Item

Area of Oral Cavity

Select an Item

Claim Status

Select an Item

Business Search Options

Across ALL Businesses (TINs)

Time Periods:



Last 6 Months



Last One Year



Last Two Years



All Time

RESET

SEARCH

Member Claims History

Family Claims History

EXPAND ALL CLAIMS

COLLAPSE ALL CLAIMS

Export All Search Results

Claim Number	Patient Name	Received Date	Claim Type	Claim Status	Date of Service ↑	Procedure Codes	Dispute	Adjust	
> 2610074977479	Winston Churchill	10/07/2026	Pre-Treatment Estimate	Denied	N/A	D0120	N/A	N/A	

9. By clicking Export All Search Results, users will have access to a downloadable Excel document consisting of claim details for all claims results that are actively displaying. Meaning, a user can narrow down the results as little or as much as they want, and whatever claims are displaying at the time they select Export, those are the ones that will be in the document.

SELECTED SERVICE OFFICE:

E Beltline Ave NE, Grand Rapids, MI 49525

HOME OFFICE

CHANGE OFFICE

Selected Member ID:

xxxxx0142

- Sub

CHANGE MEMBER

Search Member Claims History

Claim Type

Select an Item

Procedure Codes

Select an Item

Tooth Numbers

Select an Item

Area of Oral Cavity

Select an Item

Claim Status

Select an Item

Business Search Options

Across ALL Businesses (TINs)

Time Periods:



Last 6 Months



Last One Year



Last Two Years



All Time

RESET

SEARCH

Member Claims History

Family Claims History

EXPAND ALL CLAIMS

COLLAPSE ALL CLAIMS

Export All Search Results

Claim Number	Patient Name ↑	Received Date	Claim Type	Claim Status	Date of Service ↑	Procedure Codes	Dispute	Adjust	
> 9929880004289		10/25/1999	Prior Carrier	Paid	09/07/1999	D2954, D2954	N/A	N/A	

10. Users can toggle to the Family Claims History tab. This tab has all the same functionality but it will display claims for the selected member as well as a spouse or any dependents.

MEMBER CLAIMS

- 
- 1 Submit a Pre-treatment Estimate (PTE)
 - 2 Convert a Pre-treatment Estimate to a Claim
 - 3 Submit a Claim
 - 4 Search for a Claim
 - 5 Search Family Claims History Across Businesses
 - 6 Cancel a Claim

Submit a Pre-treatment Estimate (PTE)

SELECTED SERVICE OFFICE:

| | 35220 Mound Rd, Sterling Heights, MI 48310

HOME OFFICE

CHANGE OFFICE

Selected Member ID:

Please select a member

CHANGE MEMBER

Standard Programs

Federal Government Programs

Search

Office

Office Details

Metrics Scorecard

Fee Schedules

Direct Deposits

Member

Admin

Service Office Details

35220 Mound Rd

Sterling Heights, MI 48310

Service Office NPI Type 2: Not on file

THIS IS YOUR HOME OFFICE ✓

License Number:

NPI Type 1:

Tax ID:

Business NPI Type 2:

Payment Method: Check

Par Status:
Delta Dental Premier®
Healthy Kids Dental/MiChild
[Show More](#)

To access EFT/ERA information from other Delta Dental companies on the Delta Dental National Portal, click [HERE](#).

Dental Office Toolkit can be utilized to view information and submit claims for the following [Delta Dental states](#)

Announcements

02/06/2024

[TEST Alert Message DOT](#)

01/22/2024

[Make a difference and some extra cash!](#)

10/30/2023

[Medicare Advantage & Michigan Medicaid Claims ONLY](#)

09/07/2023

[Understanding the difference between Delta Dental Medicaid and Medicare Advantage networks for Michigan](#)

Activity Log (0) New Please click each tab to view results

Information Requests

EFTs

Pre-Treatment Estimates

No Pay Processed Claims ?

EFT Interest Payments

Showing activity for the last 90 days

☐ Show Archived

You have no Information Requests at this time.

1. Enter the member you would like to submit a pre-treatment estimate for

SELECTED SERVICE OFFICE:

| | 35220 Mound Rd, Sterling Heights, MI 48310

HOME OFFICE

CHANGE OFFICE

Selected Member ID:

xxxxxx1111 Marshall Molar - Sub

CHANGE MEMBER

Standard Programs

Federal Government Programs

Search

Office

Office Details

Metrics Scorecard

Fee Schedules

Direct Deposits

Member

Admin

Service Office Details

35220 Mound Rd

Sterling Heights, MI 48310

Service Office NPI Type 2: Not on file

THIS IS YOUR HOME OFFICE ✓

License Number:

NPI Type 1:

Tax ID:

Business NPI Type 2:

Payment Method: Check

Par Status:
Delta Dental Premier®
Healthy Kids Dental/MiChild
[Show More](#)

To access EFT/ERA information from other Delta Dental companies on the Delta Dental National Portal, click [HERE](#).

Dental Office Toolkit can be utilized to view information and submit claims for the following [Delta Dental states](#)

Announcements

02/06/2024

[TEST Alert Message DOT](#)

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[Make a difference and some extra cash!](#)

10/30/2023

[Medicare Advantage & Michigan Medicaid Claims ONLY](#)

09/07/2023

[Understanding the difference between Delta Dental Medicaid and Medicare Advantage networks for Michigan](#)

Activity Log (0) New Please click each tab to view results

Information Requests

EFTs

Pre-Treatment Estimates

No Pay Processed Claims ?

EFT Interest Payments

Showing activity for the last 90 days

☐ Show Archived

You have no Information Requests at this time.

2. Once the member has been selected, click the “Member” tab on the left-hand navigation bar

SELECTED SERVICE OFFICE:

| | 35220 Mound Rd, Sterling Heights, MI 48310

[HOME OFFICE](#)
[CHANGE OFFICE](#)

Selected Member ID:

xxxxxx1111 Marshall Molar - Sub

[CHANGE MEMBER](#)

Standard Programs

Federal Government Programs

Search

Office

Member

Member Details & Benefits

• Enter Claim / Pre-treatment Estimate

Family Claims History

Processing Policies

Admin

Enter Claim / Pre-treatment Estimate

The claim will be submitted for this treating DDS: | | 35220 Mound Rd, Sterling Heights, MI 48310 (Change above if needed.)

- ☒ I'd like to submit this claim for this patient: **Marshall Molar** (Change above if needed.)
- ☐ I'd like to submit this claim for a family member not listed.

Claim Submission Reminders

All claims must be filed within **12 months** of the service date.

Do not file claims for **Delta Dental Patient Direct** members.

Pre-treatment Estimates are not required, but recommended. You can create a Pre-treatment Estimate by checking the "Pre-treatment Estimate" box below for some or all Treatment Lines and submitting the claim.

NOTE: All Pre-treatment Estimates are processed as Primary.

Any person who, with intent to defraud or knowing that he or she is facilitating a fraud against an insurer, files a claim containing a false or deceptive statement is guilty of insurance fraud.

Treatment Details

Please fill out one line for each treatment.

- Click "Enter Claim/Pre-treatment Estimate" on the left-hand navigation bar
- Select the member you would like to submit the Pre-treatment Estimate for

SELECTED SERVICE OFFICE:

| | 35220 Mound Rd, Sterling Heights, MI 48310

[HOME OFFICE](#)
[CHANGE OFFICE](#)

Selected Member ID:

xxxxxxx1111

Marshall Molar - Sub

[CHANGE MEMBER](#)
[Standard Programs](#)
[Federal Government Programs](#)
[Search](#)
[Office](#)
[Member](#)
[Member Details & Benefits](#)
[* Enter Claim / Pre-treatment Estimate](#)
[Family Claims History](#)
[Processing Policies](#)
[Admin](#)

Enter Claim / Pre-treatment Estimate

The claim will be submitted for this treating DDS: | | 35220 Mound Rd, Sterling Heights, MI 48310 (Change above if needed.)

This provider has multiple specialties. Please select which specialty code to use for this claim:

☐ Dental Anesthesiologist

☐ Endodontist

☐ Pediatric

☐ I'd like to submit this claim for a family member not listed.

Claim Submission Reminders

All claims must be filed within **12 months** of the service date.

Do not file claims for **Delta Dental Patient Direct** members.

Pre-treatment Estimates are not required, but recommended. You can create a Pre-treatment Estimate by checking the "Pre-treatment Estimate" box below for some or all Treatment Lines and submitting the claim.

NOTE: All Pre-treatment Estimates are processed as Primary.

Any person who, with intent to defraud or knowing that he or she is facilitating a fraud against an insurer, files a claim containing a false or deceptive statement is guilty of insurance fraud.

NOTE: When submitting a claim or PTE for a Dentist with multiple specialties, please select the specialty code to use for a claim

Treatment Details

Please fill out one line for each treatment.

PROCEDURE CODES AND DESCRIPTIONS

Tooth Number	Area of Arch	Surfaces	Pre-treatment Estimate?	Service Date	Procedure Code	Submit Amount
			☐	mm/dd/yyyy		\$
			☐	mm/dd/yyyy		\$
			☐	mm/dd/yyyy		\$
			☐	mm/dd/yyyy		\$
Total Amount:						\$0.00

[Add More Treatment Lines](#)

Required for
Pre-Treatment
Estimate

Claim Attachments

Electronic Radiographs

For treatments requiring Electronic Radiographs, enter reference numbers here. Use commas to enter multiple reference numbers (example: NEAXXXX, RSSXXXX).

Remarks

Please add any treatment related remarks here. 400 characters max.

Place Of Service

Please enter the place of service if applicable.

- Enter the "Tooth Number," "Area of Arch," and "Surfaces" fields
- Select the "**Pre-Treatment Estimate**" box
- Enter "Procedure Code" and "Submit Amount" (repeat steps 5-7 if there are multiple treatment lines)
- Fill in any additional claim **details** below if they are applicable to the claim you are entering

+ Add More Treatment Lines

Claim Attachments

Upload Documents

CHOOSE

OR DROP FILES

Electronic Radiographs

For treatments requiring Electronic Radiographs, enter reference numbers here. Use commas to enter multiple reference numbers (example: NEAXXXX, RSSXXXX).

Remarks

Please add any treatment related remarks here, 400 characters max.

Place Of Service

Please enter the place of service if applicable.

Other Claim Details

NOTE: Claim Attachments is a new functionality where users can upload documents by searching their File Explorer or dropping the file from the users' desktop.

COB Details



Ortho Details

☒ I do NOT have any COB Details to add to this Claim.

By selecting Submit Claim, I am certifying that I have performed the procedures as indicated by date and/or wish to obtain a pre-treatment estimate for the procedures which are not dated and the procedures were/are necessary in my professional judgment.

SUBMIT CLAIM

RESET

9. If COB does not apply, check the box “I do NOT have any COB Details to add to this claim,” and click “Submit Claim” (this is used to submit BOTH pre-treatment estimates and claims)

SELECTED SERVICE OFFICE:

[Address] | 16555 E 10 Mile Rd, Eastpointe, MI 48021

Selected Member ID:

XXXXX3T12 HKD TestSubscriber - Sub

Standard Programs
Federal Government Programs

Search

Office

Member

Admin

Claim Submitted Successfully

Pre-treatment Estimate Claim

[< CREATE ANOTHER CLAIM](#)

Patient Information

Patient Account Number:

Patient Name: HKD TestSubscriber

Date of Birth: 01/01/2014

Relationship Code: Subscriber

Subscriber Name: HKD TestSubscriber

Dentist Information

Dentist Name:

License Number:

Dentist TIN:

Specialty: General Practitioner

Other Carrier:

Claim Information

Receipt Date: 03/26/2024

Process Date: 03/26/2024

Claim Number: 2403264459419

Claim Type: Pre-treatment Estimate

Claim Status: Denied

Other Carrier Payment:

PRINT CLAIM DETAIL

SUBMIT FOR PAYMENT

CANCEL CLAIM

Select your option

Tooth Number	Area of Arch	Surface	Date of Service	Proc Code	Submit's Amount	Appoin's Amount	Allowed Amount	Del	Office Visit	CoPay	Patient Paid	Plan Paid	Pat Network	Product	Claim Line Status	Payment Number	Pay To	Issued Date
Group Number: 8444 Sub-group Number: 1000																		
				00340	\$130.00	\$72.00	\$0.00	\$0.00	\$0.00	0.0%	\$72.00	\$0.00	Healthy Kids Dental/MChild Dentist	Healthy Kids Dental/MChild	Denied		Provider	
Policy Code(s): EL00061																		
The following policies are applied to explain benefits payable and are not intended to alter the treatment plan determined by the dentist and patient:																		
Policy EL00061: This procedure is not a benefit under the dental plan.																		
											Total:	\$72.00	\$0.00					

- Review pre-treatment estimate details
- There are **options** to "Print Claim Detail" or "Submit for Payment"

Convert a Pre-treatment Estimate to a Claim

Option 1—From the Activity Log

SELECTED SERVICE OFFICE:

[Address] | 16555 E 10 Mile Rd, Eastpointe, MI 48021

HOME OFFICE

CHANGE OFFICE

Selected Member ID:

X00003T12 HKD TestSubscriber - Sub

CHANGE MEMBER

Standard Programs

Federal Government Programs

Service Office Details

16555 E 10 Mile Rd

Eastpointe, MI 48021

Service Office NPI Type 2: Not on file

THIS IS YOUR HOME OFFICE ✓

License Number: [Redacted]

NPI Type 1: [Redacted]

Tax ID: [Redacted]

Business NPI Type 2: [Redacted]

Payment Method: Direct Deposit

Par Status:
Delta Dental PPO®
Delta Dental Premier®
[Show More](#)

To access EFT/ERA information from other Delta Dental companies on the Delta Dental National Portal, click [HERE](#).

Dental Office Toolkit can be utilized to view information and submit claims for the following [Delta Dental states](#)

Announcements

02/06/2024

[TEST Alert Message DOT](#)

01/22/2024

[Make a difference and some extra cash!](#)

12/27/2023

[MI Health Link: HAD/IDPH members](#)

12/27/2023

[Appointment Scheduling Requirements](#)

10/30/2023

Activity Log (99+) New Please click each tab to view results

Information Requests

EFTs

9+
Pre-Treatment
Estimates

No Pay Processed
Claims 7

EFT Interest
Payments

Showing activity for the last 90 days

☐ Show Archived

Page 1 of 22 1-25 of 534 Records

<< < 1 2 3 4 5 6 7 8 9 > >>

Archive	Date Received ▼	Claim Number	Patient Name
☐	03/27/2024	2403272461884	Kashawna Greene

1. Navigate to the “Pre-Treatment Estimates” tab of the Activity Log
2. Click on the number of the pre-treatment estimate to view it

SELECTED SERVICE OFFICE:
 |  | 16555 E 10 Mile Rd, Eastpointe, MI 48021

Selected Member ID:

xxxxxx3112  HKD-TestSubscriber - Sub

Standard
Programs

Federal
Government
Programs

Pre-treatment Estimate Claim

[< BACK TO ACTIVITY LOG](#)

Patient Information

Patient Account Number:
Patient Name: Winston Churchill

Date of Birth: 10/14/1970

Relationship Code: Subscriber

Subscriber Name: Winston Churchill

Dentist Information

Dentist Name:
License Number:
Dentist TIN:
Specialty: General Practitioner

Other Carrier:

Claim Information

Receipt Date: 02/14/2024

Process Date: 03/04/2024

Claim Number: 2402144049233

Claim Type: Pre-treatment Estimate

Claim Status: Denied

Other Carrier Payment:
[PRINT CLAIM DETAIL](#)
[SUBMIT FOR PAYMENT](#)
[CANCEL CLAIM](#)

This claim cannot be cancelled.

Tooth Number	Area of Arch	Surface	Date of Service	Proc Code	Subm'd Amount	Apprv'd Amount	Allowed Amount	Ded	Office Visit	CoPay	Patient Pmt	Plan Pmt	Per Network	Product	Claim Line Status	Payment Number	Pay To	Issued Date
Group Number: 9998 Sub-group Number: 0007																		
				D0000	\$85.00	\$0.00	\$0.00	\$0.00	\$0.00	0.0%	\$0.00	\$0.00	EPO Dentists	Delta Dental EPO	Not Billable		Provider	
Policy Code(s): AP15032, AP11001																		
The following policies are applied to explain benefits payable and are not intended to alter the treatment plan determined by the dentist and patient.																		
Policy AP15032: This service is on a claim that is currently being processed.																		
Policy AP11001: This pre-treatment estimate summarizes the benefits under the enrollee's primary coverage. You will receive a separate estimate summarizing the benefits under the enrollee's secondary																		

3. Click "Submit for Payment"

SELECTED SERVICE OFFICE:

16555 E 10 Mile Rd, Eastpointe, MI 48021

Selected Member ID:

xxxxx312

HKD TestSubscriber - Sub

Place Of Service

N/A

Please enter the place of service if applicable.

Other Claim Details

COB Details

Ortho Details

☒ I do NOT have any COB Details to add to this Claim.

By selecting Submit Claim, I am certifying that I have performed the procedures as indicated by date and/or wish to obtain a pre-treatment estimate for the procedures which are not dated and the procedures were/are necessary in my professional judgment.

SUBMIT CLAIM

RESET

4. Review the details of the pre-treatment estimate and scroll down

5. If COB does not apply, check the box “I do NOT have any COB Details to add to this claim,” and click “Submit Claim”

SELECTED SERVICE OFFICE:

[Address]

Selected Member ID:

XXXXX3112 [Dropdown]

Standard Programs Federal Government Programs

Search

Office

Member

Admin

Claim Submitted Successfully

Pre-treatment Estimate In For Pay Claim

< CREATE ANOTHER CLAIM

Patient Information

Patient Account Number: [Field]
Patient Name: Winston Churchill
Date of Birth: 10/14/1970
Relationship Code: Subscriber
Subscriber Name: Winston Churchill

Dentist Information

Dentist Name: [Field]
License Number: [Field]
Dentist TIN: [Field]
Specialty: General Practitioner
Other Carrier: [Field]

Claim Information

Receipt Date: 03/28/2024
Process Date: 03/28/2024
Claim Number: 2403284628716
Claim Type: Pre-treatment Estimate In For Pay
Claim Status: Denied
Other Carrier Payment: [Field]

PRINT CLAIM DETAIL

CANCEL CLAIM

Select your option [Dropdown]

Tooth Number	Area of Arch	Surface	Date of Service	Proc Code	Submt'd Amount	Apprv'd Amount	Allowed Amount	Detd.	Office Visit	CoPay	Patient Pmt.	Plan Pmt.	Prior Network	Product	Claim Line Status	Payment Number	Pay To	Issued Date
Group Number: 9998 Sub-group Number: 0007																		
			03/06/2024	50000	\$85.00	\$0.00	\$0.00	\$0.00	\$0.00	0.0%	\$0.00	\$0.00	EPO Dentists	Delta Dental EPO	Not Billable		Provider	
Policy Code(s): AP15032																		
The following policies are applied to explain benefits payable and are not intended to alter the treatment plan determined by the dentist and patient:																		
Policy AP15032: This service is on a claim that is currently being processed.																		
Total:												\$0.00	\$0.00					
Subscriber Deductible: \$0.00																		

NOTE: This is what your screen should look like after submission. There is additional information on the Claim if you scroll down towards the bottom of the page

Convert a Pre-treatment Estimate to a Claim

Option 2—By Searching for the Pre-treatment Estimate

SELECTED SERVICE OFFICE:

 |  | 16555 E 10 Mile Rd, Eastpointe, MI 48021

[HOME OFFICE](#)
[CHANGE OFFICE](#)

Selected Member ID:

Please select a member

[CHANGE MEMBER](#)

Standard Programs

Federal Government Programs

Search

Office

Office Details

Metrics Scorecard

Fee Schedules

Direct Deposits

Member

Admin

Service Office Details



16555 E 10 Mile Rd

Eastpointe, MI 48021

Service Office NPI Type 2: Not on file

THIS IS YOUR HOME OFFICE ✓

License Number: 

NPI Type 1: 

Tax ID: 

Business NPI Type 2: 

Payment Method: Direct Deposit

Par Status:

Delta Dental PPO®

Delta Dental Premier®

[Show More](#)

To access EFT/ERA information from other Delta Dental companies on the Delta Dental National Portal, click [HERE](#).

Dental Office Toolkit can be utilized to view information and submit claims for the following [Delta Dental states](#)

Announcements

02/06/2024

[TEST Alert Message DOT](#)

01/22/2024

[Make a difference and some extra cash!](#)

12/27/2023

[MI Health Link: HAP/UPHP members](#)

12/27/2023

[Appointment Scheduling Requirements](#)

10/30/2023

Activity Log (0) New [Please click each tab to view results](#)

Information Requests

EFTs

Pre-Treatment Estimates

No Pay Processed Claims ?

EFT Interest Payments

Showing activity for the last 90 days

☐ Show Archived


Page 1 of 1 1-2 of 2 Records

<< < 1 > >>

1. Click on “Change Member” to pull up the member associated with the pre-treatment estimate you are looking for

SELECTED SERVICE OFFICE:

[Address] | 16555 E 10 Mile Rd, Eastpointe, MI 48021

HOME OFFICE

CHANGE OFFICE

Selected Member ID:
Please select a member

CANCEL

Service Office Details

[Address]

16555 E 10 Mile Rd

Eastpointe, MI 48021

Service Office NPI Type 2: Not on file

THIS IS YOUR HOME OFFICE ✓

License Number: [Field]

NPI Type 1: [Field]

Tax ID: [Field]

Business NPI Type 2: [Field]

Payment Method: Direct Deposit

Par Status:
Delta Dental PPO®
Delta Dental Premier®
[Show More](#)

To access EFT/ERA information from other Delta Dental companies on the Delta Dental National Portal, click [HERE](#).

Dental Office Toolkit can be utilized to view information and submit claims for the following [Delta Dental states](#)

MEMBER ID

SSN or Alt ID

DATE OF BIRTH

mm/dd/yyyy

FIRST NAME

FIRST NAME

LAST NAME

LAST NAME

SEARCH

RESET

12/27/2023

[Appointment Scheduling Requirements](#)

10/30/2023

Activity Log (0) New Please click each tab to view results

Information Requests

EFTs

Pre-Treatment
Estimates

No Pay Processed
Claims ?

EFT Interest
Payments

Showing activity for the last 90 days

☐ Show Archived

Page 1 of 1 1-2 of 2 Records

« < 1 > »

2. Enter the member ID of the member associated with the pre-treatment estimate you are looking for

SELECTED SERVICE OFFICE:

| | 16555 E 10 Mile Rd, Eastpointe, MI 48021

[HOME OFFICE](#)

[CHANGE OFFICE](#)

Selected Member ID:

xxxxx3112 HKD TestSubscriber - Sub

[CHANGE MEMBER](#)

Standard Programs

Federal Government Programs

Search

I'd like to search for:

Family Claims History

Time Period:

Last 90 Days

Or:

Start Date:

12/29/2023

To:

End Date:

03/28/2024

Member Search Options for Member ID: xxxxx3112

☒ For the Selected Family Member: HKD TestSubscriber

☐ For ALL Family Members

Procedure Search Options:

☒ For All Procedures

☐ With treatment(s) matching the following Procedure Code(s):

Business Search Options:

☒ For the Selected Provider

☐ Across the whole Business (TIN)

☐ Across ALL Businesses (TINs)

Tooth Search Options:

Tooth Number:

All
Permanent Teeth
01
02
03
04
05

Area of Arch:

All
01 - Upper Arch
02 - Lower Arch
10 - Upper Right
20 - Upper Left
30 - Lower Left
40 - Lower Right

(Select multiple using CTRL + click or SHIFT + click)

3. Navigate to the "Member" tab
4. Click on "Family Claims History"

SELECTED SERVICE OFFICE:

| | 16555 E 10 Mile Rd, Eastpointe, MI 48021

[HOME OFFICE](#)

[CHANGE OFFICE](#)

Selected Member ID:

xxxxxx3112 HKD TestSubscriber - Sub

[CHANGE MEMBER](#)

Standard
Programs

Federal
Government
Programs

Search

I'd like to search for:

Pre-treatment Estimates

Time Period:

Last 90 Days

Or:

Start Date:

12/29/2023

To:

End Date:

03/28/2024

Claims Search Options:

☐

For ALL Claims

☒

For the Selected Member ID: xxxxx3112

☐

For a Specific Claim Number:

[RESET](#)

[SEARCH](#)

5. Select "Pre-treatment Estimates" from the "I'd like to search for:" **drop down** menu
6. Specify the **time period** you'd like to search inside
7. **Select** to search for all claims, just those for the member you have selected, or for a specific claim number
8. Click "**Search**"

Office

Member

Admin

Pre-treatment Estimates

Time Period:

Last 90 Days

Or:

Start Date:

12/29/2023

To:

End Date:

03/28/2024

Claims Search Options:



For ALL Claims



For the Selected Member ID: xxxxx3112



For a Specific Claim Number:

RESET

SEARCH

Search Results

Page 1 of 1 1-1 of 1 Records

<< < 1 > >>

Date Received	Patient Name	Claim Number	SSN	Status
03/26/2024	HKD TestSubscriber	2403264459419	xxxxx3112	Denied

Page 1 of 1 1-1 of 1 Records

<< < 1 > >>

9. Click on the number of the pre-treatment estimate you are searching for from the results

SELECTED SERVICE OFFICE:
 16555 E 10 Mile Rd, Eastpointe, MI 48021

Selected Member ID:

xxxxxx3112 HKD-TestSubscriber - Sub- 

Standard
Programs

Federal
Government
Programs

Pre-treatment Estimate Claim

[< BACK TO SEARCH RESULTS](#)

Patient Information

Patient Account Number:

Patient Name: HKD-TestSubscriber

Date of Birth: 01/01/2014

Relationship Code: Subscriber

Subscriber Name: HKD-TestSubscriber

Dentist Information

Dentist Name:

License Number:

Dentist TIN:

Specialty: General Practitioner

Other Carrier:

Claim Information

Receipt Date: 03/26/2024

Process Date: 03/26/2024

Claim Number: 2403264459419

Claim Type: Pre-treatment Estimate

Claim Status: Denied

Other Carrier Payment:

[PRINT CLAIM DETAIL](#)
[SUBMIT FOR PAYMENT](#)
[CANCEL CLAIM](#)

This claim cannot be cancelled.

Tooth Number	Area of Arch	Surface	Date of Service	Proc Code	Submit'd Amount	Appn'd Amount	Allowed Amount	Ded	Office Visit	CoPay	Patient Pst	Plan Pst	Per Network	Product	Claim Line Status	Payment Number	Pay To	Issued Date
Group Number: 6444 Sub-group Number: 1000																		
				D0312	\$130.00	\$72.00	\$0.00	\$0.00	\$0.00	0.0%	\$72.00	\$0.00	Healthy Kids Dental/MChild Dentist	Healthy Kids Dental/MChild	Denied		Provider	
Policy Code(s): ELO0061																		
The following policies are applied to explain benefits payable and are not intended to alter the treatment plan determined by the dentist and patient:																		
Policy ELO0061: This procedure is not a benefit under the dental plan.																		
Total:											\$72.00	\$0.00						

10. Click on "Submit for Payment"

SELECTED SERVICE OFFICE:

16555 E 10 Mile Rd, Eastpointe, MI 48021

Selected Member ID:

xxxxx3112

HKD TestSubscriber - Sub

Place Of Service

N/A

Please enter the place of service if applicable.

Other Claim Details**COB Details****Ortho Details**

I do NOT have any COB Details to add to this Claim.

By selecting Submit Claim, I am certifying that I have performed the procedures as indicated by date and/or wish to obtain a pre-treatment estimate for the procedures which are not dated and the procedures were/are necessary in my professional judgment.

SUBMIT CLAIM

RESET

11. Review the details of the pre-treatment estimate and scroll down

12. If COB does not apply, check the box “I do NOT have any COB Details to add to this claim,” and click “Submit Claim”

Submit a Claim

Use Case 1—Submit a Single Claim

SELECTED SERVICE OFFICE:

| | 35220 Mound Rd, Sterling Heights, MI 48310

[HOME OFFICE](#)
[CHANGE OFFICE](#)

Selected Member ID:

Please select a member

[CANCEL](#)

Standard
Programs

Federal
Government
Programs

Service Office Details

35220 Mound Rd

Sterling Heights, MI 48310

Service Office NPI Type 2: Not on file

THIS IS YOUR HOME OFFICE ✓

License Number:

NPI Type 1:

Tax ID:

Business NPI Type 2:

Payment Method: Check

Par Status:
Delta Dental Premier®
Healthy Kids Dental/MiChild
[Show More](#)

To access EFT/ERA information from other Delta Dental companies on the Delta Dental National Portal, click [HERE](#).

Dental Office Toolkit can be utilized to view information and submit claims for the following [Delta Dental states](#)

MEMBER ID

SSN or Alt ID

DATE OF BIRTH

mm/dd/yyyy

FIRST NAME

FIRST NAME

LAST NAME

LAST NAME

[SEARCH](#)
[RESET](#)

09/07/2023

[Understanding the difference between Delta Dental Medicaid and Medicare Advantage networks for Michigan](#)

Activity Log (0) New [Please click each tab to view results](#)

Information Requests

EFTs

Pre-Treatment
Estimates

No Pay Processed
Claims ?

EFT Interest
Payments

Showing activity for the last 90 days

☐ Show Archived

You have no Information Requests at this time.

1. Enter the member you would like to submit a claim for

SELECTED SERVICE OFFICE:

| | 35220 Mound Rd, Sterling Heights, MI 48310

HOME OFFICE

CHANGE OFFICE

Selected Member ID:

xxxxx1111

Marshall Molar - Sub

CHANGE MEMBER

Service Office Details

35220 Mound Rd

Sterling Heights, MI 48310

Service Office NPI Type 2: Not on file

THIS IS YOUR HOME OFFICE ✓

License Number:

NPI Type 1:

Tax ID:

Business NPI Type 2:

Payment Method: Check

Par Status:
Delta Dental Premier©
Healthy Kids Dental/MiChild
[Show More](#)

To access EFT/ERA information from other Delta Dental companies on the Delta Dental National Portal, click [HERE](#).

Dental Office Toolkit can be utilized to view information and submit claims for the following [Delta Dental states](#)

Announcements

02/06/2024

[TEST Alert Message DOT](#)

01/22/2024

[Make a difference and some extra cash!](#)

10/30/2023

[Medicare Advantage & Michigan Medicaid Claims ONLY](#)

09/07/2023

[Understanding the difference between Delta Dental Medicaid and Medicare Advantage networks for Michigan](#)

Activity Log (0) New Please click each tab to view results

Information Requests

EFTs

Pre-Treatment
Estimates

No Pay Processed
Claims ?

EFT Interest
Payments

Showing activity for the last 90 days

☐ Show Archived

You have no Information Requests at this time

2. Once the member has been selected, click on the “Member” tab on the left-hand navigation bar

SELECTED SERVICE OFFICE:

| | 35220 Mound Rd, Sterling Heights, MI 48310

[HOME OFFICE](#)
[CHANGE OFFICE](#)
Selected Member ID:

xxxxxx1111

Marshall Molar - Sub

[CHANGE MEMBER](#)

Standard
Programs

Federal
Government
Programs

Search

Office

Member

Member Details &
Benefits

• **Enter Claim / Pre-treatment Estimate**

Family Claims History

Processing Policies

Admin

Enter Claim / Pre-treatment Estimate

The claim will be submitted for this treating DDS: | | 35220 Mound Rd, Sterling Heights, MI 48310 (Change above if needed.)

☒ I'd like to submit this claim for this patient: **Marshall Molar** (Change above if needed.)

☐ I'd like to submit this claim for a family member not listed.

Claim Submission Reminders

All claims must be filed within **12 months** of the service date.

Do not file claims for **Delta Dental Patient Direct** members.

Pre-treatment Estimates are not required, but recommended. You can create a Pre-treatment Estimate by checking the "Pre-treatment Estimate" box below for some or all Treatment Lines and submitting the claim.

NOTE: All Pre-treatment Estimates are processed as Primary.

Any person who, with intent to defraud or knowing that he or she is facilitating a fraud against an insurer, files a claim containing a false or deceptive statement is guilty of insurance fraud.

Treatment Details

Please fill out one line for each treatment.

3. Click on "Enter Claim/Pre-treatment Estimate" on the left-hand navigation bar

4. Select the member you would like to submit the claim for

SELECTED SERVICE OFFICE:

[HOME OFFICE](#)
[CHANGE OFFICE](#)

Selected Member ID:

XXXXXXXXXX

Marshall Molar - Sub

[CHANGE MEMBER](#)
[Standard Programs](#)
[Federal Government Programs](#)
[Search](#)
[Office](#)
[Member](#)
[Member Details & Benefits](#)
[Enter Claim / Pre-treatment Estimate](#)
[Family Claims History](#)
[Processing Policies](#)
[Admin](#)

Enter Claim / Pre-treatment Estimate

The claim will be submitted for this treating DDS: | | 35220 Mound Rd, Sterling Heights, MI 48310 (Change above if needed.)

This provider has multiple specialties. Please select which specialty code to use for this claim:

☐ Dental Anesthesiologist

☐ Endodontist

☐ Pediatric

☐ I'd like to submit this claim for a family member not listed.

Claim Submission Reminders

All claims must be filed within **12 months** of the service date.

Do not file claims for **Delta Dental Patient Direct** members.

Pre-treatment Estimates are not required, but recommended. You can create a Pre-treatment Estimate by checking the "Pre-treatment Estimate" box below for some or all Treatment Lines and submitting the claim.

NOTE: All Pre-treatment Estimates are processed as Primary.

Any person who, with intent to defraud or knowing that he or she is facilitating a fraud against an insurer, files a claim containing a false or deceptive statement is guilty of insurance fraud.

NOTE: When submitting a claim or PTE for a Dentist with multiple specialties, please select the specialty code to use for a claim

Treatment Details

Please fill out one line for each treatment.

PROCEDURE CODES AND DESCRIPTIONS

Tooth Number	Area of Arch	Surface(s)						Pre-treatment Estimate?	Service Date	Procedure Code	Description	Submit Amount
								☐	mm/dd/yyyy			
								☐	mm/dd/yyyy			
								☐	mm/dd/yyyy			
								☐	mm/dd/yyyy			

[Add More Treatment Lines](#)

Total Amount: \$0.00

Date MUST be populated in order to submit claim

Claim Attachments

Electronic Radiographs

For treatments requiring Electronic Radiographs, enter reference numbers here. Use commas to enter multiple reference numbers (example: NEAXXXX, RSSXXXX).

Remarks

Please add any treatment related remarks here, 400 characters max.

Place Of Service

Please enter the place of service if applicable.

5. Enter the "Tooth Number," "Area of Arch," and "Surfaces" fields
6. "Service Date" box MUST be completed in order to submit claim
7. Enter "Procedure Code" and "Submit Amount" (repeat steps 5-7 if there are multiple treatment lines)
8. Fill in any additional claim details below if they are applicable to the claim you are entering

SELECTED SERVICE OFFICE:

35220 Mound Rd, Sterling Heights, MI 48310

HOME OFFICE

CHANGE OFFICE

Selected Member ID:

xxxxx1111

Marshall Molar - Sub

CHANGE MEMBER



mm/dd/yyyy

\$

Total Amount:

\$0.00



[Add More Treatment Lines](#)

Claim Attachments

Upload Documents

CHOOSE

OR DROP FILES

Electronic Radiographs

For treatments requiring Electronic Radiographs, enter reference numbers here. Use commas to enter multiple reference numbers (example: NEAXXXX, RSSXXXX).

Remarks

Please add any treatment related remarks here, 400 characters max.

Place Of Service

Please enter the place of service if applicable.

Other Claim Details

NOTE: Claim Attachments is a new functionality where users can upload documents by searching their File Explorer or dropping the file from the users' desktop.

35220 Mound Rd, Sterling Heights, MI 48310

xxxxx1111

Marshall Molar - Sub

Place Of Service

N/A

Please enter the place of service if applicable.

Other Claim Details

COB Details

Ortho Details



I do NOT have any COB Details to add to this Claim.

By selecting Submit Claim, I am certifying that I have performed the procedures as indicated by date and/or wish to obtain a pre-treatment estimate for the procedures which are not dated and the procedures were/are necessary in my professional judgment.

SUBMIT CLAIM

RESET

9. If COB does not apply, check the box “I do NOT have any COB Details to add to this claim,” and click “Submit Claim” (this is used to submit BOTH pre-treatment estimates and claims)

Submit a Claim

Use Case 2—Submit a Series of Claims

SELECTED SERVICE OFFICE:

[Address] | 16555 E 10 Mile Rd, Eastpointe, MI 48021

Selected Member ID:

xxxxx312 HKD TestSubscriber - Sub [Dropdown]

Standard Programs
Federal Government Programs

Search

Office

Member

Admin

Claim Submitted Successfully

In For Pay Claim

[← CREATE ANOTHER CLAIM](#)

Patient Information

Patient Account Number:

Patient Name: HKD TestSubscriber

Date of Birth: 01/01/2014

Relationship Code: Subscriber

Subscriber Name: HKD TestSubscriber

Dentist Information

Dentist Name:

License Number:

Dentist TIN:

Specialty: General Practitioner

Other Carrier:

Claim Information

Receipt Date: 03/28/2024

Process Date: 03/28/2024

Claim Number: 2403284630428

Claim Type: In For Pay

Claim Status: Denied

Other Carrier Payment:

[PRINT CLAIM DETAIL](#)

[CANCEL CLAIM](#)

Select your option [Dropdown]

Tooth Number	Area of Arch	Surface	Date of Service	Proc Code	Submit'd Amount	Appn'd Amount	Allowed Amount	Decl	Office Visit	CoPay	Patient Pmt	Plan Pmt	Per Network	Product	Claim Line Status	Payment Number	Pay To	Issued Date
Group Number: 8444 Sub-group Number: 1000																		
			03/06/2024	C0000	\$16.00	\$0.00	\$0.00	\$0.00	\$0.00	0.0%	\$0.00	\$0.00	Healthy Kids Dental/MICHD Dentist	Healthy Kids Dental/MICHD	Not Billable		Provider	
Policy Code(s): M07010																		
The following policies are applied to explain benefits payable and are not intended to alter the treatment plan determined by the dentist and patient:																		
Policy M07010: Please provide a report for this code indicating the services rendered and the need for this service																		
Total:												\$0.00	\$0.00					
Subscriber Deductible: \$0.00																		

10. Review details of your submitted claim

11. To submit a series of claims for various members, click on “Create Another Claim”

SELECTED SERVICE OFFICE:

| | 16555 E 10 Mile Rd, Eastpointe, MI 48021

HOME OFFICE

CHANGE OFFICE

Selected Member ID:

XXXXX3112

HKD TestSubscriber - Sub

CHANGE MEMBER

Standard Programs

Federal Government Programs

Search

Office

Member

Member Details & Benefits

Enter Claim / Pre-treatment Estimate

Family Claims History

Processing Policies

Admin

Enter Claim / Pre-treatment Estimate

The claim will be submitted for this treating DDS: | | 16555 E 10 Mile Rd, Eastpointe, MI 48021 (Change above if needed.)

☒ I'd like to submit this claim for this patient: HKD TestSubscriber (Change above if needed.)

☐ I'd like to submit this claim for a family member not listed.

Claim Submission Reminders

All claims must be filed within **12 months** of the service date.

Do not file claims for **Delta Dental Patient Direct** members.

Pre-treatment Estimates are not required, but recommended. You can create a Pre-treatment Estimate by checking the "Pre-treatment Estimate" box below for some or all Treatment Lines and submitting the claim.

NOTE: All Pre-treatment Estimates are processed as Primary.

Any person who, with intent to defraud or knowing that he or she is facilitating a fraud against an insurer, files a claim containing a false or deceptive statement is guilty of insurance fraud.

Treatment Details

Please fill out one line for each treatment.

PROCEDURE CODES AND DESCRIPTIONS

Tooth Number	Area of Arch	Surface(s)	Pre-treatment Estimate?	Service Date	Procedure Code	Submit Amount
--------------	--------------	------------	-------------------------	--------------	----------------	---------------

12. Enter a new member ID in the "Change Member" field to continue without leaving the claim submission page

Search for a Claim

SELECTED SERVICE OFFICE:

| | 16555 E 10 Mile Rd, Eastpointe, MI 48021

[HOME OFFICE](#)

[CHANGE OFFICE](#)

Selected Member ID:

xxxxx3112 HKD TestSubscriber - Sub

[CHANGE MEMBER](#)

Standard Programs

Federal Government Programs

[Search](#)

[Office](#)

[Member](#)

[Admin](#)

Search

I'd like to search for:

All Claims

Time Period:

Last 90 Days

Or:

Start Date:

12/29/2023

To:

End Date:

03/28/2024

Claims Search Options:



For ALL Claims



For the Selected Member ID: xxxxx3112



For a Specific Claim Number:

[RESET](#)

[SEARCH](#)

1. Click "Search" on left-hand navigation bar
2. Select your claim search options and time period or start/end date
3. Filter search results by all claims, selected member ID, or by specific claim number
4. Click the "Search" button in the bottom right corner

Search Results

Page 1 of 35 1-25 of 863 Records

<< < 1 2 3 4 5 6 7 8 9 > >>

Service Date	Date Received ▼	Patient Name	Claim Number	SSN	Status
03/06/2024	03/28/2024	HKD TestSubscriber	2403284630428	xxxxx3112	Denied
03/06/2024	03/28/2024	Winston Churchill	2403284628716	xxxxx0201	Denied
03/27/2024	03/28/2024		2403282578861	xxxxx5744	Paid
03/27/2024	03/28/2024		2403282577020	xxxxx1950	Paid
03/27/2024	03/28/2024		2403282576644	xxxxx3573	Paid
03/27/2024	03/27/2024		2403282576618	xxxxx3573	Paid
03/27/2024	03/27/2024		2403282576598	xxxxx4270	Paid
03/27/2024	03/27/2024		2403282576596	xxxxx9642	Paid
03/27/2024	03/27/2024		2403282576546	xxxxx6490	Paid
03/27/2024	03/27/2024		2403282576542	xxxxx6490	Paid
03/27/2024	03/27/2024		2403282576494	xxxxx0742	Denied
03/26/2024	03/27/2024		2403272470445	xxxxx8478	Denied
03/26/2024	03/27/2024		2403272470443	xxxxx6523	Paid
03/26/2024	03/27/2024		2403272470413	xxxxx0562	Paid
03/26/2024	03/27/2024		2403272470365	xxxxx0439	Paid
03/26/2024	03/27/2024		2403272470357	xxxxx6776	Paid
03/26/2024	03/27/2024		2403272470313	xxxxx8975	Paid

5. Once search results appear, click on any claim number to see a detailed breakdown of the claim

SELECTED SERVICE OFFICE:

| | 16555 E 10 Mile Rd, Eastpointe, MI 48021

Selected Member ID:

XXXXX3112 HKD TestSubscriber - Sub

Standard
Programs

Federal
Government
Programs

Pre-treatment Estimate Claim

[< BACK TO SEARCH RESULTS](#)

Patient Information

Patient Account Number: 7415349

Patient Name:

Date of Birth: 03/18/1980

Relationship Code: Subscriber

Subscriber Name:

Dentist Information

Dentist Name:

License Number:

Dentist TIN:

Specialty: General Practitioner

Place Of Service: Office

Other Carrier:

Claim Information

Receipt Date: 03/27/2024

Process Date: 03/27/2024

Claim Number: 2403272461884

Claim Type: Pre-treatment Estimate

Claim Status: Estimated

Other Carrier Payment:

PRINT CLAIM DETAIL

SUBMIT FOR PAYMENT

CANCEL CLAIM

Select your option

Tooth Number	Area of Arch	Surface	Date of Service	Proc. Code	Submit'd Amount	Appr'd Amount	Allowed Amount	Den'd	Office Visit	CoPay	Patient Pmt	Plan Pmt	Per Network	Product	Claim Line Status	Payment Number	Pay To	Issued Date
Group Number: 2355 Sub-group Number: 5001																		
				D2006	\$72.00	\$30.00	\$0.00	\$0.00	\$0.00	0.0%	\$30.00	\$0.00	PPO Dentist	Delta Dental PPO (Point-of-Service)	Denied		Provider	
Policy Code(s): EL12519																		
15				D2250	\$446.00	\$199.00	\$199.00	\$0.00	\$0.00	85%	\$29.85	\$169.15	PPO Dentist	Delta Dental PPO (Point-of-Service)	Estimated		Provider	
The following policies are applied to explain benefits payable and are not intended to alter the treatment plan determined by the dentist and patient.																		
Policy EL12519: Fluoride treatments are payable for age 18 and under.																		

- After clicking on a claim number, you can see the full details of the claim
- There are **options** to "Print Claim Detail," "Submit for Payment" (for PTEs), or "Cancel Claim" (see page 97)

SELECTED SERVICE OFFICE:

16555 E 10 Mile Rd, Eastpointe, MI 48021

Selected Member ID:

xxxxx312 HKD TestSubscriber - Sub

Specialty: General Practitioner

Place Of Service: Office

Other Carrier:

CANCEL CLAIM

Select your option

Tooth Number	Area of Arch	Surface	Date of Service	Proc Code	Submit'd Amount	Apprv'd Amount	Allowed Amount	Dest	Office Visit	CoPay	Patient Pmt	Plan Pmt	Per Network	Product	Claim Line Status	Payment Number	Pay To	Issued Date
Group Number: 2355 Sub-group Number: 5001																		
				01206	\$72.00	\$30.00	\$0.00	\$0.00	\$0.00	0.0%	\$30.00	\$0.00	PPO Dentist	Delta Dental PPO (Point-of-Service)	Denial		Provider	
Policy Code(s): EL12519																		
15				02550	\$446.00	\$199.00	\$199.00	\$0.00	\$0.00	85%	\$29.85	\$169.15	PPO Dentist	Delta Dental PPO (Point-of-Service)	Estimated		Provider	
The following policies are applied to explain benefits payable and are not intended to alter the treatment plan determined by the dentist and patient:																		
Policy EL12519: Fluoride treatments are payable for age 18 and under																		

Total: \$59.85 \$169.15

Subscriber Deductible: \$0.00

Paid to Subscriber

Net Amount: \$0.00

Paid to Provider

Gross Amount: \$169.15

R&D Withhold: \$0.00

Net Amount: \$169.15

8. Here is another view of the claim breakdown, which displays specifics about tooth number, date of service, and cost amounts

Search Family Claims History Across Businesses

SELECTED SERVICE OFFICE:

[Address] | 16555 E 10 Mile Rd, Eastpointe, MI 48021

[HOME OFFICE](#)

[CHANGE OFFICE](#)

Selected Member ID:

xxxxxx3112 HKD TestSubscriber - Sub

[CHANGE MEMBER](#)

Standard Programs

Federal Government Programs

Search

I'd like to search for:

Family Claims History

Time Period:

Last 90 Days

Or:

Start Date:

12/29/2023

To:

End Date:

03/28/2024

Member Search Options for Member ID: xxxxx3112

☒ For the Selected Family Member: HKD TestSubscriber

☐ For ALL Family Members

Procedure Search Options:

☒ For All Procedures

☐ With treatment(s) matching the following Procedure Code(s):

Business Search Options:

☒ For the Selected Provider

☐ Across the whole Business (TIN)

☐ Across ALL Businesses (TINs)

Tooth Search Options:

Tooth Number:

All
Permanent Teeth
01
02
03
04
05

Area of Arch:

All
01 - Upper Arch
02 - Lower Arch
10 - Upper Right
20 - Upper Left
30 - Lower Left
40 - Lower Right

(Select multiple using CTRL + click or SHIFT + click)

1. Navigate to the "Member" tab in the left-hand navigation bar
2. Click on "Family Claims History"

SELECTED SERVICE OFFICE:

16555 E 10 Mile Rd, Eastpointe, MI 48021

[HOME OFFICE](#)

[CHANGE OFFICE](#)

Selected Member ID:

xxxxx3112

HKD TestSubscriber - Sub

[CHANGE MEMBER](#)

[Standard Programs](#) [Federal Government Programs](#)

[Search](#)

[Office](#)

[Member](#)

[Member Details & Benefits](#)

[Enter Claim / Pre-treatment Estimate](#)

[Family Claims History](#)

[Processing Policies](#)

[Admin](#)

Search

I'd like to search for:

Family Claims History

Time Period:

Last 90 Days

Or:

Start Date:

12/29/2023

To:

End Date:

03/26/2024

Member Search Options for Member ID: xxxxx3112

☒ For the Selected Family Member: HKD TestSubscriber

☐ For ALL Family Members

Business Search Options:

☒ For the Selected Provider

☐ Across the whole Business (TIN)

☐ Across ALL Businesses (TINs)

Procedure Search Options:

☒ For All Procedures

☐ With treatment(s) matching the following Procedure Code(s):

Tooth Search Options:

Tooth Number:

All
Permanent Teeth
01
02
03
04
05

Area of Arch:

All
01 - Upper Arch
02 - Lower Arch
10 - Upper Right
20 - Upper Left
30 - Lower Left
40 - Lower Right

(Select multiple using CTRL + click or SHIFT + click)

[RESET](#)

[SEARCH](#)

3. Fill out and select the options outlined in **red**

4. Enter your desired time period and start/end dates outlined in **blue**, and click "Search"

16555 E 10 Mile Rd, Eastpointe, MI 48021

xxxxx3112

HKD TestSubscriber - Sub

Member Search Options for Member ID: xxxxx3112

- ☒ For the Selected Family Member: HKD TestSubscriber
- ☐ For ALL Family Members

Procedure Search Options:

- ☒ For All Procedures
- ☐ With treatment(s) matching the following Procedure Code(s):

Business Search Options:

- ☒ For the Selected Provider
- ☐ Across the whole Business (TIN)
- ☐ Across ALL Businesses (TINs)

Tooth Search Options:

Tooth Number:

All
Permanent Teeth
01
02
03
04
05

Area of Arch:

All
01 - Upper Arch
02 - Lower Arch
10 - Upper Right
20 - Upper Left
30 - Lower Left
40 - Lower Right

(Select multiple using CTRL + click or SHIFT + click)

RESET

SEARCH

Search Results

Page 1 of 1 1-1 of 1 Records

<< < 1 > >>

Service Date	Date Received	Patient Name	Claim Number	SSN	Status
03/06/2024	03/28/2024	HKD TestSubscriber	2403284630428	xxxxx3112	Denied

Page 1 of 1 1-1 of 1 Records

<< < 1 > >>

5. View search results

6. Click on any claim number for details

SELECTED SERVICE OFFICE:
 | 16555 E 10 Mile Rd, Eastpointe, MI 48021

Selected Member ID:

xxxxx3112 HKD TestSubscriber - Sub 
[Standard Programs](#)
[Federal Government Programs](#)

In For Pay Claim

[← BACK TO SEARCH RESULTS](#)

Patient Information

Patient Account Number:
Patient Name: HKD TestSubscriber

Date of Birth: 01/01/2014

Relationship Code: Subscriber

Subscriber Name: HKD TestSubscriber

Dentist Information

Dentist Name:
License Number:
Dentist TIN:
Specialty: General Practitioner

Other Carrier:

Claim Information

Receipt Date: 03/28/2024

Process Date: 03/28/2024

Claim Number: 2403284630428

Claim Type: In For Pay

Claim Status: Denied

Other Carrier Payment:
[PRINT CLAIM DETAIL](#)
[CANCEL CLAIM](#)

Select your option 

Tooth Number	Area of Arch	Surface	Date of Service	Proc Code	Submit'd Amount	Apprv'd Amount	Allowed Amount	Decl	Office Visit	CoPay	Patient Paid	Plan Paid	Per Network	Product	Claim Line Status	Payment Number	Pay To	Issue Date
Group Number: 8444 Sub-group Number: 1000																		
			03/06/2024	D2999	\$16.00	\$0.00	\$0.00	\$0.00	\$0.00	0.0%	\$0.00	\$0.00	Healthy Kids Dental/MChild Dental	Healthy Kids Dental/MChild	Not Billable		Provider	
Policy Code(s): M07010																		
The following policies are applied to explain benefits payable and are not intended to alter the treatment plan determined by the dentist and patient:																		
Policy M07010: Please provide a report for this code indicating the services rendered and the need for this service.																		
												Total:	\$0.00	\$0.00				
												Subscriber Deductible:	\$0.00					
												Paid to Subscriber						
												Net Amount:		\$0.00				

7. View claim details

Cancel a Claim

NOTE: Claims that have already been paid out cannot be cancelled

SELECTED SERVICE OFFICE:

| | 16555 E 10 Mile Rd, Eastpointe, MI 48021

[HOME OFFICE](#)

[CHANGE OFFICE](#)

Selected Member ID:

xxxxxx3112 HKD TestSubscriber - Sub

[CHANGE MEMBER](#)

Standard
Programs

Federal
Government
Programs

[Search](#)

[Office](#)

[Member](#)

[Admin](#)

Search

I'd like to search for:

All Claims

Time Period:

Last 90 Days

Or:

Start Date:

12/29/2023

To:

End Date:

03/28/2024

Claims Search Options:

- ☒ For ALL Claims
- ☐ For the Selected Member ID: xxxxx3112
- ☐ For a Specific Claim Number:

[RESET](#)

[SEARCH](#)

1. Search for the claim you would like to cancel
2. Only claims that have **not yet been paid** can be cancelled; narrow your search window as specific as possible

16555 E 10 Mile Rd, Eastpointe, MI 48021

xxxxx3112

HKD TestSubscriber - Sub

Search Results

Page 1 of 35 1-25 of 863 Records

<< < 1 2 3 4 5 6 7 8 9 > >>

Service Date	Date Received ▼	Patient Name	Claim Number	SSN	Status
03/06/2024	03/28/2024	HKD TestSubscriber	2403284630428	xxxxx3112	Denied
03/06/2024	03/28/2024	Winston Churchill	2403284628716	xxxxx0201	Denied
03/27/2024	03/28/2024		2403282578861	xxxxx5744	Paid
03/27/2024	03/28/2024		2403282577020	xxxxx1950	Paid
03/27/2024	03/28/2024		2403282576644	xxxxx3573	Paid
03/27/2024	03/27/2024		2403282576618	xxxxx3573	Paid
03/27/2024	03/27/2024		2403282576598	xxxxx4270	Paid
03/27/2024	03/27/2024		2403282576596	xxxxx9642	Paid
03/27/2024	03/27/2024		2403282576546	xxxxx6490	Paid
03/27/2024	03/27/2024		2403282576542	xxxxx6490	Paid
03/27/2024	03/27/2024		2403282576494	xxxxx0742	Denied
03/26/2024	03/27/2024		2403272470445	xxxxx8478	Denied
03/26/2024	03/27/2024		2403272470443	xxxxx6523	Paid
03/26/2024	03/27/2024		2403272470413	xxxxx0562	Paid
03/26/2024	03/27/2024		2403272470365	xxxxx0439	Paid
03/26/2024	03/27/2024		2403272470357	xxxxx6776	Paid
03/26/2024	03/27/2024		2403272470313	xxxxx8975	Paid

3. After searching, select the claim details to view

SELECTED SERVICE OFFICE:
 |  16555 E 10 Mile Rd, Eastpointe, MI 48021

Selected Member ID:

xxxxx3112  HKD TestSubscriber - Sub

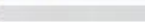
[Standard Programs](#) [Federal Government Programs](#)

Pre-treatment Estimate Claim

[< BACK TO SEARCH RESULTS](#)

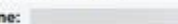
Patient Information

Patient Account Number: 7415349

Patient Name: 

Date of Birth: 03/18/1980

Relationship Code: Subscriber

Subscriber Name: 

Dentist Information

Dentist Name: 

License Number: 

Dentist TIN: 

Specialty: General Practitioner

Place Of Service: Office

Other Carrier:

Claim Information

Receipt Date: 03/27/2024

Process Date: 03/27/2024

Claim Number: 2403272461884

Claim Type: Pre-treatment Estimate

Claim Status: Estimated

Other Carrier Payment:

[PRINT CLAIM DETAIL](#)
[SUBMIT FOR PAYMENT](#)
[CANCEL CLAIM](#)

Select your option 
Select your option
Claim submitted in error
Claim submitted with incorrect information
Other

Tooth Number	Area of Arch	Surface	Date of Service	Proc Code	Submit'd Amount	Apprv'd Amount	Allowed Amount	Ded	Office Visit	CoPay	Patient Deduct	Plan Deduct	Per Member/Unit	Pay To	Issued Date
Group Number: 2355 Sub-group Number: 5001															
				Q1206	\$72.00	\$30.00	\$0.00	\$0.00	\$0.00	0.0%	\$30.00	\$0.00	PPD Dentist	Delta Dental PPO (Point-of-Service)	Denied
Policy Code(s): EL12519														Provider	

4. From the claim details page, choose the reason to cancel the claim and select "Cancel Claim"

SELECTED SERVICE OFFICE:

[Address] 16555 E 10 Mile Rd, Eastpointe, MI 48031

Selected Member ID:

xxxxx312 HKD TestSubscriber - Sub

Standard Programs

Federal Government Programs

Pre-treatment Estimate Claim

< BACK TO SEARCH RESULTS

Patient Information

Patient Account Number: 7415349

Patient Name: [Name]

Date of Birth: 03/18/1980

Relationship Code: Subscriber

Subscriber Name: [Name]

Claim Information

Receipt Date: 03/27/2024

Process Date: 03/27/2024

Claim Number: 2403272461884

Once a claim is canceled, it cannot be un-canceled. Continue?

Yes No

Dentist Information

Dentist Name: [Name]

License Number: [Number]

Dentist TIN: [TIN]

Specialty: General Practitioner

Place Of Service: Office

Other Carrier:

PRINT CLAIM DETAIL

SUBMIT FOR PAYMENT

CANCEL CLAIM

Claim submitted in error

Tooth Number	Area of Arch	Surface	Date of Service	Proc. Code	Submit's Amount	Appn's Amount	Allowed Amount	Ded.	Office Visit	CoPay	Patient Pmt.	Plan Pmt.	Per Network	Product	Claim Line Status	Payment Number	Pay To	Issued Date
					Group Number: 2355		Sub-group Number: 5001											
				D2316	\$72.00	\$30.00	\$0.00	\$0.00	\$0.00	0.0%	\$30.00	\$0.00	PPO Dentist	Delta Dental PPO (Point-of-Service)	Denied		Provider	
Policy Code(s): EL12319																		
				D2320	\$446.00	\$199.00	\$199.00	\$0.00	\$0.00	88%	\$29.85	\$189.15	PPO Dentist	Delta Dental PPO (Point-of-Service)	Estimated		Provider	
The following policies are applied to explain benefits payable and are not intended to alter the treatment plan determined by the dentist and patient.																		
Policy EL12519: Fluoride treatments are payable for age 18 and under.																		

5. Select "Yes" to confirm claim cancellation

SELECTED SERVICE OFFICE:

 |  | 16555 E 10 Mile Rd, Eastpointe, MI 48021

Selected Member ID:

xxxxx3112  HKD TestSubscriber - Sub

Standard
Programs

Federal
Government
Programs

Claim Number 2403272461884 has been successfully canceled and will no longer be viewable.

 Search

 Office

 Member

 Admin

6. Confirm the claim has been cancelled

DDS Office

- 
- Select a Service Office
 - Set a Home Office
 - View Activity Log
 - View and Manage EFTs
 - Register for Direct Deposit

Select a Service Office

SELECTED SERVICE OFFICE:

 16555 E 10 Mile Rd, Eastpointe, MI 48021

HOME OFFICE

CHANGE OFFICE

Selected Member ID:

xxxxxx3112 HKD TestSubscriber - Sub

CHANGE MEMBER

Standard Programs

Federal Government Programs

Service Office Details

16555 E 10 Mile Rd

Eastpointe, MI 48021

Service Office NPI Type 2: Not on file

THIS IS YOUR HOME OFFICE ✓

License Number: 

NPI Type 1: 

Tax ID: 

Business NPI Type 2: 

Payment Method: Direct Deposit

Par Status:
Delta Dental PPO®
Delta Dental Premier®
[Show More](#)

To access EFT/ERA information from other Delta Dental companies on the Delta Dental National Portal, click [HERE](#).

Dental Office Toolkit can be utilized to view information and submit claims for the following [Delta Dental states](#)

Announcements

02/06/2024

[TEST Alert Message DOI](#)

01/22/2024

[Make a difference and some extra cash!](#)

12/27/2023

[MI Health Link: HAP/3JHP members](#)

12/27/2023

[Appointment Scheduling Requirements](#)

10/30/2023

Activity Log (0) New Please click each tab to view results

Information Requests

EFTs

Pre-Treatment Estimates

No Pay Processed Claims 

EFT Interest Payments

Showing activity for the last 90 days

☐ Show Archived

Page 1 of 1 1-2 of 2 Records

<< < 1 > >>

Archive

Date ▼

Claim Number

Patient Name



03/13/2024

2401132501232

1. To search for service offices associated with a provider's business, select the "Change Office" button on the top home bar

SELECTED SERVICE OFFICE:

HOME OFFICE

CANCEL

Selected Member ID:

CHANGE MEMBER

[Redacted] | [Redacted] | 16555 E 10 Mile Rd, Eastpointe, MI 48021

xxxxxx3112 HKD TestSubscriber - Sub

DENTIST LAST NAME

LICENSE

ZIP CODE

Displaying your most recently selected Service Offices below...

[Redacted] 16555 E 10 Mile Rd, Eastpointe, MI 48021

Announcements

02/06/2024

[TEST Alert Message.DOT](#)

01/22/2024

[Make a difference and some extra cash!](#)

12/27/2023

[MI Health Link: MAP/UHP members](#)

12/27/2023

[Appointment Scheduling Requirements](#)

10/30/2023

Service Office NPI Type 2: Not on file

Business NPI Type 2: [Redacted]

Payment Method: Direct Deposit

THIS IS YOUR HOME OFFICE

Par Status:

Delta Dental PPO®
Delta Dental Premier®
[Show More](#)

To access EFT/ERA information from other Delta Dental companies on the Delta Dental National Portal, click [HERE](#).

Dental Office Toolkit can be utilized to view information and submit claims for the following [Delta Dental states](#)

Activity Log (0) New Please click each tab to view results

Information Requests

EFTs

Pre-Treatment
Estimates

No Pay Processed
Claims

EFT Interest
Payments

Showing activity for the last 90 days

Show Archived

Page 1 of 1 1-2 of 2 Records

« < 1 > »

Archive

Date ▼

Claim Number

Patient Name



03/13/2024

2403132501232

2. Search for any office associated with the business using last name, license, or ZIP Code
3. Search results will appear as the information is being typed in real-time

SELECTED SERVICE OFFICE:
 | 16555 E 10 Mile Rd, Eastpointe, MI 48021

[HOME OFFICE](#)
[CANCEL](#)
Selected Member ID:

xxxxx3112 HKD TestSubscriber - Sub

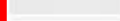
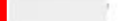
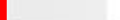
[CHANGE MEMBER](#)

DENTIST LAST NAME

LICENSE

ZIP CODE

☐ Show inactive dentists

		3670 Woodward Ave Ste 101b, Detroit, MI 48201
		600 Renaissance Ctr Ste R610, Detroit, MI 48243
		32316 5 Mile Rd, Livonia, MI 48154
		2425 E 12 Mile Rd Ste A, Warren, MI 48092
		300 E Long Lake Rd Ste 290, Bloomfield Hills, MI 48304
		28304 Telegraph Rd, Southfield, MI 48034
		22003 Allen Rd, Woodhaven, MI 48183
		6760 Allen Rd Ste 101, Allen Park, MI 48101
		23157 Michigan Ave, Dearborn, MI 48124

Announcements

02/06/2024

[TEST Alert Message DOT](#)

01/22/2024

[Make a difference and some extra cash!](#)

12/27/2023

[MI Health Link: HAP/PHP members](#)

12/27/2023

[Appointment Scheduling Requirements](#)

10/30/2023

Activity Log (0) New Please click each tab to view results

Information Requests

EFTs

Pre-Treatment
Estimates

No Pay Processed
Claims ?

EFT Interest
Payments

Showing activity for the last 90 days

☐ Show Archived


Page 1 of 1 1-2 of 2 Records

<< < 1 > >>

Archive

Date

Claim Number

Patient Name



03/13/2024

240332501732

- In the yellow box, you can return back to the home office that has been identified
- In the purple box, you can cancel out of the search
- In the orange box, you can include inactive providers in the search
- In the red box, you can view all search results

Set a Home Office

SELECTED SERVICE OFFICE:
 | 3670 Woodward Ave Ste 101b, Detroit, MI 48201

[HOME OFFICE](#)
[CHANGE OFFICE](#)
Selected Member ID:

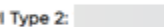
xxxxxx3112  HKD TestSubscriber - Sub

[CHANGE MEMBER](#)

Service Office Details


 3670 Woodward Ave Ste 101b
 Detroit, MI 48201
 Service Office NPI Type 2: Not on file

 [SET AS HOME OFFICE](#)

License Number: 
 NPI Type 1: 
 Tax ID: 
 Business NPI Type 2: 
 Payment Method: Direct Deposit
 Par Status:
 Delta Dental EPO®
 Delta Dental PPO®
[Show More](#)

To access EFT/ERA information from other Delta Dental companies on the Delta Dental National Portal, click [HERE](#).

Dental Office Toolkit can be utilized to view information and submit claims for the following [Delta Dental states](#)

Announcements

02/06/2024

[TEST Alert Message DOT](#)

01/22/2024

[Make a difference and some extra cash!](#)

12/27/2023

[MI Health Link: HAP/UPHP members](#)

12/27/2023

[Appointment Scheduling Requirements](#)

10/30/2023

Activity Log (0) New [Please click each tab to view results](#)

[Information Requests](#)
[EFTs](#)
[Pre-Treatment
Estimates](#)
[No Pay Processed
Claims !\[\]\(ceb005605e99d46d090bd7a88c2229b4_img.jpg\)](#)
[EFT Interest
Payments](#)

Showing activity for the last 90 days

☐ Show Archived

You have no Information Requests at this time.

1. Find the office you would like to set as a home office using the previous directions
2. Click "Set as Home Office"

SELECTED SERVICE OFFICE:
 |  | 3670 Woodward Ave Ste 101b, Detroit, MI 48201

[HOME OFFICE](#)
[CHANGE OFFICE](#)
Selected Member ID:

Please select a member

[CHANGE MEMBER](#)
[Standard Programs](#)
[Federal Government Programs](#)
 Search

 **Office**
[Office Details](#)
[Metrics Scorecard](#)
[Fee Schedules](#)
[Direct Deposits](#)
 Member

 Admin

Service Office Details


 3670 Woodward Ave Ste 101b
 Detroit, MI 48201

Service Office NPI Type 2: Not on file

THIS IS YOUR HOME OFFICE ✓

License Number: 
NPI Type 1: 
Tax ID: 
Business NPI Type 2: 
Payment Method: Direct Deposit

Par Status:

Delta Dental EPO®

Delta Dental PPO®

[Show More](#)

To access EFT/ERA information from other Delta Dental companies on the Delta Dental National Portal, click [HERE](#).

Dental Office Toolkit can be utilized to view information and submit claims for the following [Delta Dental states](#)
Activity Log (0) New [Please click each tab to view results](#)
Information Requests

EFTs

Pre-Treatment
Estimates

No Pay Processed
Claims ?

EFT Interest
Payments

Showing activity for the last 90 days

☐ Show Archived

You have no Information Requests at this time.

Announcements

02/06/2024

[TEST Alert Message DOT](#)

01/22/2024

[Make a difference and some extra cash!](#)

12/27/2023

[MI Health Link: HAP/UPHP members](#)

12/27/2023

[Appointment Scheduling Requirements](#)

10/30/2023

3. You will see a check mark for the home office you have set

View Activity Log

SELECTED SERVICE OFFICE:

| | 16555 E 10 Mile Rd, Eastpointe, MI 48021

[HOME OFFICE](#)
[CHANGE OFFICE](#)

Selected Member ID:

xxxxx0201 Winston Churchill - Sub

[CHANGE MEMBER](#)

- Standard Programs
- Federal Government Programs

Search

- Office
 - Office Details
 - Metrics Scorecard
 - Fee Schedules
 - Direct Deposits

Member

Admin

Service Office Details

16555 E 10 Mile Rd
 Eastpointe, MI 48021
 Service Office NPI Type 2: Not on file

THIS IS YOUR HOME OFFICE ✓

License Number:
 NPI Type 1:
 Tax ID:
 Business NPI Type 2:
 Payment Method: Direct Deposit
 Par Status:
 Delta Dental PPO®
 Delta Dental Premier®
[Show More](#)

To access EFT/ERA information from other Delta Dental companies on the Delta Dental National Portal, click [HERE](#).
 Dental Office Toolkit can be utilized to view information and submit claims for the following [Delta Dental states](#)

Announcements

- 06/28/2024
[DDAR message](#)
- 06/26/2024
[Regression Testing - DOT](#)
- 04/17/2024
[New prior authorization process part 2](#)
- 04/17/2024
[New prior authorization process part 1](#)
- 01/22/2024

Activity Log (5) New Please click each tab to view results

Message Center

5 Information Requests

EFTs

Pre-Treatment Estimates

No Pay Processed Claims ?

EFT Interest Payments

Showing activity for the last 90 days

Show Archived

- Select "Office Details" on the left-hand navigation bar
- View the Activity Log as shown in red

16555 E 10 Mile Rd, Eastpointe, MI 48021

xxxxx0201

Winston Churchill - Sub

Admin

Activity Log (5) New

Please click each tab to view results

Message Center

Information Requests

EFTs

Pre-Treatment
EstimatesNo Pay Processed
Claims ?EFT Interest
Payments

Showing activity for the last 90 days

☐ Show Archived

Page 1 of 1 1-10 of 10 Records

<< < 1 > >>

Archive	Date ▼	Claim Number	Patient Name
☐	07/20/2024	2407192608594	
☐	• 07/20/2024	2407192608379	
☐	• 07/17/2024	2407172463511	
☐	07/16/2024	2407162389830	
☐	• 07/16/2024	2407162389734	
☐	• 07/16/2024	2407162389642	
☐	07/02/2024	2407024707646	Crash Test Dummy

3. You can toggle between all sections and items in the activity log as desired
4. You can easily store any records by clicking the “Archive” check box outlined in blue

View and Manage EFTs

SELECTED SERVICE OFFICE:

HOME OFFICE

CHANGE OFFICE

Selected Member ID:

Please select a member

CHANGE MEMBER

| | 16555 E 10 Mile Rd, Eastpointe, MI 48021

Service Office Details

16555 E 10 Mile Rd
Eastpointe, MI 48021
Service Office NPI Type 2: Not on file

THIS IS YOUR HOME OFFICE

License Number:
NPI Type 1:
Tax ID:
Business NPI Type 2:
Payment Method: Direct Deposit
Par Status:
Delta Dental PPO®
Delta Dental Premier®
[Show More](#)

To access EFT/ERA information from other Delta Dental companies on the Delta Dental National Portal, click [HERE](#).

Dental Office Toolkit can be utilized to view information and submit claims for the following [Delta Dental states](#)

Announcements

06/28/2024

[DDAR message](#)

06/26/2024

[Regression Testing - DOT](#)

04/17/2024

[New prior authorization process part 2](#)

04/17/2024

[New prior authorization process part 1](#)

01/22/2024

Activity Log (0) New Please click each tab to view results

Message Center

Information Requests

EFTs

Pre-Treatment
Estimates

No Pay Processed
Claims

EFT Interest
Payments

[+ NEW CONVERSATION](#)

1. Navigate to the "Office" tab on the left-hand navigation bar in **red** box
2. Click on "Office Details" to view the details of your designated service office
3. View the table at the bottom of the page titled "Activity Log" in **yellow** box
4. Click on "EFTs" in the **blue** box

16555 E 10 Mile Rd, Eastpointe, MI 48021

16555 E 10 Mile Rd
Eastpointe, MI 48021

Service Office NPI Type 2: Not on file

THIS IS YOUR HOME OFFICE ✓

License Number:
NPI Type 1:
Tax ID:
Business NPI Type 2:
Payment Method: Direct Deposit
Par Status:
Delta Dental PPO®
Delta Dental Premier®
[Show More](#)To access EFT/ERA information from other Delta Dental companies on the Delta Dental National Portal, click [HERE](#).Dental Office Toolkit can be utilized to view information and submit claims for the following [Delta Dental states](#)

06/26/2024

[Regression Testing - DOT](#)

04/17/2024

[New prior authorization process part 2](#)

04/17/2024

[New prior authorization process part 1](#)

01/22/2024

Activity Log (99+) New Please click each tab to view results

Message Center

Information Requests

9+

EFTs

Pre-Treatment
EstimatesNo Pay Processed
Claims 2EFT Interest
Payments

Showing activity for the last 90 days

☐ Show Archived

Page 1 of 40 1-25 of 1000 Records

<< < 1 2 3 4 5 6 7 8 9 > >>

Archive	Date Issued ▼	Payment Number	Amount
☐	07/22/2024	9909914646	\$2,823.65
☐	07/22/2024	9909914208	\$222.00
☐	07/22/2024	9909915600	\$8,665.30
☐	07/22/2024	9909914991	\$6,317.65

5. View all EFTs

6. To see more details, click on the payment number of the EFT you'd like to view

SELECTED SERVICE OFFICE:

| | 16555 E 10 Mile Rd, Eastpointe, MI 48021

Selected Member ID:

Standard Programs

Federal Government Programs

Search

Office

Member

Admin

Payment Details

[← BACK TO ACTIVITY LOG](#)

PRINT PAYMENT

PRINT ALL EOBs

Payment Number: 9909914646

Date Issued: 07/22/2024

Pay: TWO THOUSAND EIGHT HUNDRED TWENTY THREE DOLLARS AND SIXTY FIVE CENTS \$2,823.65

To the order of:

Claim Number	Patient Name	Member Number	Plan Payment Amount	Net Payment Amount
2406132033801		xxxxx1111	\$137.00	\$137.00
2407232746211		xxxxx8164	\$292.65	\$292.65
2407232745535		xxxxx5429	\$1,596.00	\$1,596.00
2407232745289		xxxxx5429	\$798.00	\$798.00

Total:	\$2,823.65
Garnishment:	\$0.00
Overpayment:	\$0.00
Net Payment:	\$2,823.65

- View payment details of the EFT
- Click on the claim number to view the associated claim

 Search Office

• Office Details

Fee Schedules

Direct Deposits

 Member Admin Logout

Service Office Details

Ginger Vitis

1100 Rock and Roll Blvd

Cleveland, OH 44114

THIS IS YOUR HOME OFFICE ✓

License Number: 77777

NPI Type:

Tax ID: 197919791

Payment Method: Check

Par Status:

Healthy Kids Dental/MiChild
DeltaPremierDental Office Toolkit can be utilized to view information and submit claims for the following [Delta Dental states](#)

Announcements

01/11/2019

[I need me some bacon...](#)

11/13/2018

[Roosevelt DOT](#)

11/13/2018

[Roosevelt DOT](#)

10/15/2018

[DOT](#)

10/15/2018

Activity Log (41) New

Information Requests

EFTs

9+

Pre-Treatment
Estimates

9+

No Pay Processed
Claims

2

EFT Interest
Payments

Showing activity for the last 90 days

☐ Show Archived

Page 1 of 1 1-3 of 3 Records

  1  

Archive	Date Issued ▼	Payment Number	Amount
☐	02/03/2019	77569	0.36
☐	02/03/2019	77568	4.64
☐	02/03/2019	78569	1.21

- To view EFT interest payments, navigate to the tab on the far right of the activity log table
- To view specific payments, click on the payment number of an EFT interest payment

Register for Direct Deposit

SELECTED SERVICE OFFICE:

Toolkit Provider | 555555 | 32624 5 Mile Rd, Livonia, MI 48154

[HOME OFFICE](#)
[CHANGE OFFICE](#)
Selected Member ID:

Please select a member

[CHANGE MEMBER](#)

Standard Programs

Federal Government Programs

Search

Office

Office Details

Fee Schedules

Direct Deposits

Member

Admin

Service Office Details

Toolkit Provider

32624 5 Mile Rd

Livonia, MI 48154

Service Office NPI Type 2: Not on file

License Number: 555555

NPI Type 1:

Tax ID: 555555555

Business NPI Type 2: Not on file

Payment Method: Check

Par Status:
Non-Participating

THIS IS YOUR HOME OFFICE ✓

To access EFT/ERA information from other Delta Dental companies on the Delta Dental National Portal, click [HERE](#).

Dental Office Toolkit can be utilized to view information and submit claims for the following [Delta Dental states](#)

Announcements

02/06/2024

[TEST Alert Message DOT](#)

01/22/2024

[Make a difference and some extra cash!](#)

10/30/2023

[Medicare Advantage & Michigan Medicaid Claims ONLY](#)

09/07/2023

[Understanding the difference between Delta Dental Medicaid and Medicare Advantage networks for Michigan](#)

Activity Log (0) New

Please click each tab to view results

Information Requests

EFTs

Pre-Treatment
Estimates

No Pay Processed
Claims ?

EFT Interest
Payments

Showing activity for the last 90 days

☐ Show Archived

You have no Information Requests at this time.

1. Under the “Office” section of the left-hand navigation, click on “Direct Deposits”

SELECTED SERVICE OFFICE:

Toolkit Provider | 555555 | 32624 5 Mile Rd, Livonia, MI 48154

HOME OFFICE

CHANGE OFFICE

Selected Member ID:
Please select a member

CHANGE MEMBER

Standard
Programs

Federal
Government
Programs

Direct Deposit Details

[+ Register for Direct Deposit](#)

There are no Direct Deposit accounts setup for the selected service office. Select the "Register for Direct Deposit" link to setup Direct Deposit accounts.

Search

Office

Office Details

Fee Schedules

• Direct Deposits

Member

Admin

2. If you have not registered, click on "Register for Direct Deposit" in the upper right-hand corner

SELECTED SERVICE OFFICE:

Toolkit Provider | 555555 | 32624 5 Mile Rd, Livonia, MI 48154

HOME OFFICE

CHANGE OFFICE

Selected Member ID:

Please select a member

CHANGE MEMBER

Standard Programs
Federal Government Programs

Search

Office

Office Details

Fee Schedules

Direct Deposits

Member

Admin

Direct Deposit Registration

[BACK TO DIRECT DEPOSIT ACCOUNTS](#)

Tax ID : 55555555

Newly created Direct Deposit registrations will be activated within ten (10) days. Once your Direct Deposit begins, Pre-treatment Estimates, Explanation of Benefits and Information Requests will only be viewable through the Dental Office Toolkit application and will no longer be mailed.

☒ 32624 5 Mile Rd, Livonia, MI 48154-3044

Select any other offices you would like to register for direct deposit:

Page 1 of 1 1-6 of 6 Records

<< < 1 > >>

- ☐ Select All Offices
- ☐ 2138 Michigan Ave, Detroit, MI 48216-1305
- ☐ 225 S East St, Indianapolis, IN 46202-4002
- ☐ 27500 Stansbury Blvd, Farmington Hills, MI 48334-3811
- ☐ 3554 Okemos Rd, Okemos, MI 48864-3926
- ☐ 4100 Okemos Rd Ste Ab, Okemos, MI 48864-3215
- ☐ 5600 Blazer Pkwy, Dublin, OH 43017-3554

Page 1 of 1 1-6 of 6 Records

<< < 1 > >>

Bank or Financial Institution Information

Your Name (person keying in information)

Name on Account (as it appears on bank account)

- 3. Confirm your service office
- 4. Fill out your direct deposit information

Routing Number

000000001

Confirm Routing Number

000000001

Account Number

123456789

Confirm Account Number

123456789



National EFT

By enrolling in National EFT, all Delta Dental plans across the U.S. will issue EFT payments to you. You can continue to view your electronic EFT/EOB within this site for the states listed below, however, for all other states, you will access your electronic EFT/EOB by logging into www.deltadental.com.



Non-National EFT

By enrolling in Non-National EFT, only the Delta Dental plans listed below will issue EFT payments to you. All EFT/EOB information for these plans can be viewed within this site (Dental Office Toolkit).

- Delta Dental of Michigan
- Delta Dental of Ohio
- Delta Dental of Indiana
- Delta Dental of North Carolina
- Delta Dental of Arkansas
- Delta Dental of Kentucky
- Delta Dental of Nebraska
- Delta Dental of New Mexico
- Delta Dental of Minnesota
- Delta Dental of Tennessee
- Delta Dental of Arizona
- Delta Dental of Wisconsin
- Federal Government Programs



Please review and acknowledge receipt of the accompanying procedure to follow in the event of a missing or late EFT/ERA [Missing Provider EFT Procedure](#)

RESET

CANCEL

CONTINUE

5. Fill out your direct deposit information

6. Click “Continue”

Direct Deposit Verification

Please verify the information you entered is correct.

Service Office(s)

1100 Rock and Roll Blvd, Cleveland, OH 44114

Your Name

Ginger Dental

Name on Account

Ginger Vitis

Bank or Financial Institution Name

Bank XYZ

Account Type

Checking

Routing Number

000000001

Account Number

123456789



By clicking "Accept" below, registrant agrees to all of the foregoing [Terms](#) and [Conditions](#). The person completing this registration represents and warrants that such person has full authority to bind registrant to these terms and conditions and that all information provided in connection with this registration is accurate and complete.

[CANCEL](#) [EDIT](#)

ACCEPT

7. Certify your acceptance by clicking the check box
8. Click "Accept"

SELECTED SERVICE OFFICE:

Bradley Brackets | 6666 | 1100 Rock and Roll Blvd, Cleveland, OH 44114

HOME OFFICE

CHANGE OFFICE

SELECTED MEMBER ID:

Please select a member

CHANGE MEMBER

Search

Office

Office Details

Fee Schedules

Direct Deposits

Member

Admin

Direct Deposit Confirmation

PRINT

< BACK TO DIRECT DEPOSIT ACCOUNTS

Please print this page as a confirmation that you are registered for direct deposit.

Your direct deposit account registration has been successful for the service office(s) listed below. Your Direct Deposit account(s) activation may take up to ten (10) days. During this time, any existing EFTs will remain active. After this date, payments for claims will be electronically transferred and deposited into your new account, regardless of the method of submission.

The Patient Protection and Affordable Care Act (ACA) ushers in a new Healthcare EFT Standard. with the help of your financial institution, this mandate can help your office to automate the matching of claims remittance information with EFT payments. [Click here](#) to learn more.

Thank you for your participation with Dental Office Toolkit Direct Deposit program. If you have any questions, please contact Toolkit Support at [866-356-0301](tel:866-356-0301) or email to ToolkitSupport@DentalOfficeToolkit.com.

Service Office(s)

1100 Rock and Roll Blvd, Cleveland, OH 44114