

UB04 Box 14 - How to add type of admission to an institutional claim

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Box 14 of the UB04 institutional claim form requires a description of the patient's type of admission. You can quickly add this information via the patient's encounter under your Live Claims Feed.

- Navigate to Billing > Live Claims Feed > Inside the patient's encounter > Right side of the screen > Info tab.

The screenshot shows a web interface for entering UB04 institutional claim data. At the top, there are tabs: 'Info' (selected), 'Cond & Occ', 'Value Code', 'Insurance', and 'Attending'. Below the tabs, various fields are listed with their corresponding UB04 box numbers:

- Claim Type: dropdown menu
- Facility Type: dropdown menu (UB04 box 4)
- Care Type: dropdown menu (UB04 box 4)
- Billing Sequences: dropdown menu (UB04 box 4)
- Stm Cover Period: two date input fields (UB04 box 6)
- Adm Date & Hour: two date input fields (UB04 box 12 - 13)
- Type of Admission: dropdown menu (UB04 box 14) - highlighted with a red box**
- Point of Origin: dropdown menu (UB04 box 15)
- Discharge Hour: input field (UB04 box 16)
- Pt Discharge St: dropdown menu (UB04 box 17)
- Principal Dx Code: input field (UB04 box 67)
- Admitting Dx Code: input field (UB04 box 69)
- Reason for Visit: three dropdown menus labeled DX A, DX B, DX C (UB04 box 70)
- Exter Cause of Inj: three dropdown menus labeled DX A, DX B, DX C (UB04 box 72)
- Remarks: text area (UB04 box 80)

The options under the drop-down include:

1. Emergency
2. Urgent
3. Elective
4. Newborn
5. Trauma
9. Information not available