TRADITIONAL CLAIMS KIT

PLEASE SUBMIT TO: **CLAIMS@UMEXPERTS.COM**

UME
Underwriting Management Experts

Year-End Audit Documentation Checklist

The below list is a summation of the documentation required to complete the year-end audit. Please note additional information may be requested on a case-by-case basis.

- ☐ Gross Paid Claims Report
- ☐ Pending Claims Report
- ☐ Final Aggregate Report
- ☐ Specific Claimant Report
- ☐ Complete Check Register
- ☐ Complete Census
- ☐ Void and Refund Report
- ☐ RX Invoices
- ☐ Detailed RX Report
- ☐ RX Rebates
- ☐ Out-of-Contract and/or Ineligible Report
- ☐ Patient Responsibility Reports
- ☐ Itemized Case Management Invoices
- ☐ Savings Fee Invoices and Supporting Documentation
- ☐ Bank Statements and/or Detailed Bank Reconciliations
- ☐ PBM Contract