



VirtuOx Professional Edition Billing Quick Facts

Your team leader at VirtuOx Professional is:

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Process and timeline for initiating service:

Week One

- Schedule and Conduct short Client interview (15-30 minutes)
- Establish client account in billing system (2 hours)
- Establish Communication Points
- Overview on patient face sheet and Prior Authorization process

Week Two

- Submit client to Electronic Interchange for e-claims submission (30 days)
- Begin process of selected credentialing
- Begin paper submissions of qualifying claims
- Establish and notify client of expected timelines for Medicare and OTHER payer credentialing

Interim billing submissions

- Can begin in week Two and will continue in paper format until e-filing is set up

Long term billing submissions

- Will begin for each payer based on the timeline to establish e-filing

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