



Online Claims Entry

awm.summitfor.me

Choose Transactions in the Participant portal.

The screenshot shows the Summit Participant Portal interface. The user is logged in as srh@awm.cc. The main navigation bar includes Home, Coverages, Transactions, and Cards. The Transactions menu is open, showing options for Transaction History, Claims Vault™, and Transactions. The Transactions option is highlighted.

The Accounts section displays two AWM FSA accounts, both with a balance of \$0.00. The first account shows Transactions Paid of \$2,750.00 and an Annual Election of \$2,750.00. The second account shows Transactions Paid of \$0.00 and an Annual Election of \$0.00. Both accounts have a Total Account Value of \$0.00.

The CDH Recent Transactions table lists the following transactions:

Service Date(s)	Description	Type	Amount	Actions
08/01/2020		Manual Claim	\$35.00	View Details
08/15/2020	WALGREENS #7791	Debit Card	\$32.43	View Details
07/28/2020	VITACARE RX	Debit Card	\$50.00	View Details
07/14/2020	WALGREENS #7791	Debit Card	\$10.29	View Details
07/01/2020	VITACARE RX	Debit Card	\$50.00	View Details

The CDH Pending/Unpaid Transactions table is currently empty.

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<https://awm.summitfor.me/ClaimsEntry/ClaimsEntry>

Select Add Transaction

Summit - DataPath x https://awm.summitfor.me/Claim x +

awm.summitfor.me/ClaimsEntry/ClaimsEntry

srh@awm.cc Support Documents Logout

Home Coverages Transactions Cards

Transactions

Transaction History Claims Vault™ Transactions

Online Transactions

View and edit previously submitted claims, submit new claims or make a premium payment by clicking **Add Transaction**.

Add Transaction

▼ Unfinished Claims (Not Submitted)

Complete claims you have started but have not submitted by clicking **Edit Details** or **Add Receipt**.

Service Date(s)	Claimant	Amount	Provider/Merchant	Payment Method
There are no records to display.				

▼ Submitted Claims (Unpaid)

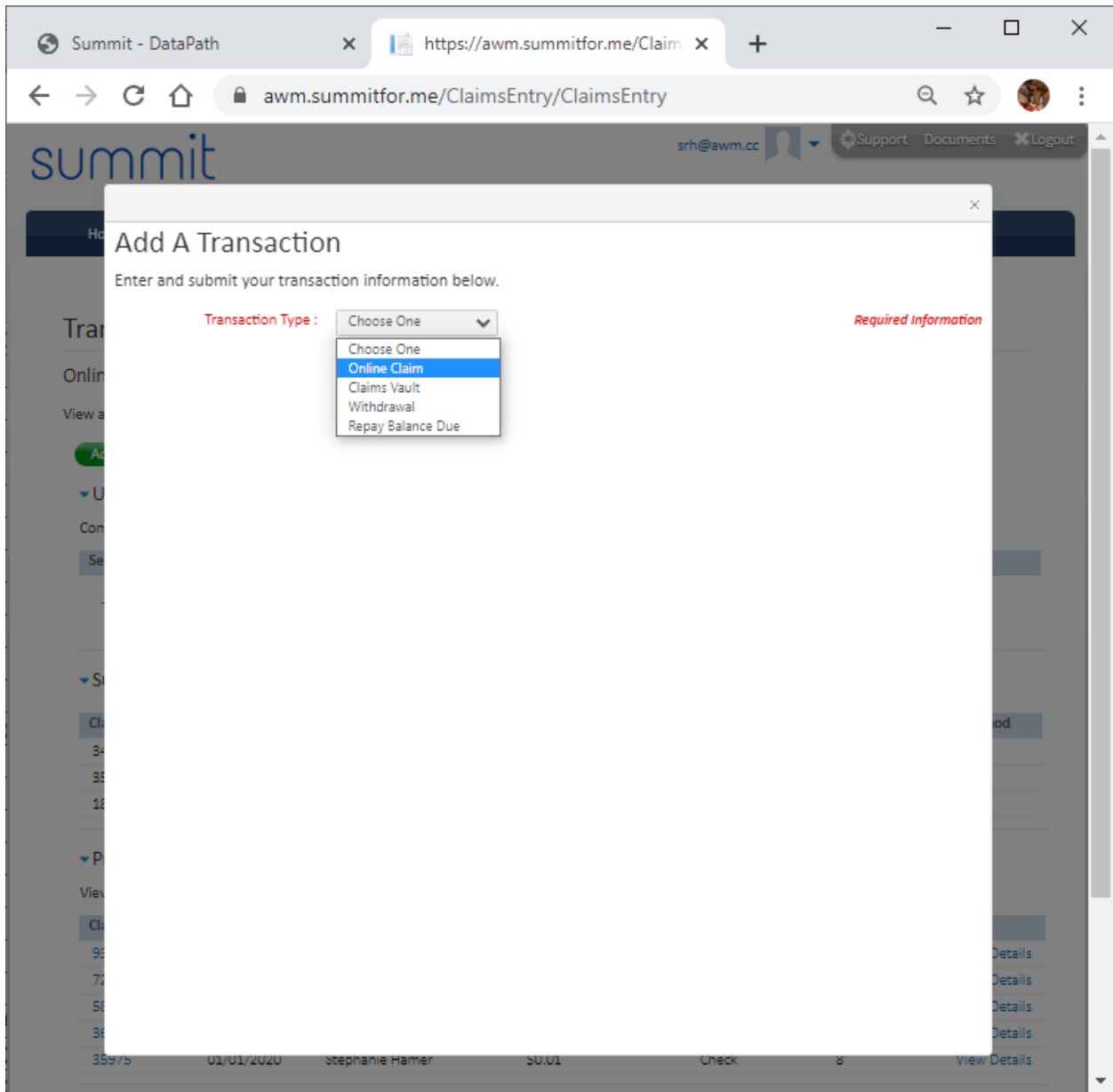
Claim Number	Service Date(s)	Claimant	Amount	Provider/Merchant	Payment Method
34	10/01/2019	Stephanie Hamer	\$50.00		Check
35	10/01/2019	Stephanie Hamer	\$250.00		Check
180256	08/01/2020	Stephanie Hamer	\$35.00		None

▼ Processed Claims (Paid)

View the details of claims you have already processed, including reimbursement or denial details, by clicking **View Details**.

Claim Number	Service Date(s)	Claimant	Amount	Provider	Payment Method	Check Number	
93933	05/04/2020	Stephanie Hamer	\$195.75		ACH		View Details
72113	04/11/2020	Jerrold McRae	\$40.00		ACH		View Details
58034	03/02/2020	Stephanie Hamer	\$34.58		ACH		View Details
36272	01/01/2020	Stephanie Hamer	\$0.01		Check	10	View Details
35975	01/01/2020	Stephanie Hamer	\$0.01		Check	8	View Details

Select Transaction Type – Online Claim



Upload receipts using "Upload a File" Selection

The screenshot shows a web browser window with the URL `https://awm.summitfor.me/Claim` and the page title `awm.summitfor.me/ClaimsEntry/ClaimsEntry`. The Summit logo is visible in the top left. A modal window titled "Add A Transaction" is open, containing the following form fields and options:

- Transaction Type:** Required Information
- Upload Receipt/EOB:** Max Size: 100mb. Supported formats: pdf, bmp, gif, jpg, eps, tif, or png.
- Payment Method:** Pay Me Pay Provider
- Claimant:**
- Start Date:** **End Date:**
- Amount:**
- Provider:**
- Service Category:** **Service Code:**
- Description of Service:**
- Plan:**
- Reimbursement:** Direct Deposit Check [View/Edit Banking Details](#)
- Notes:**
- I have read and agree to the [Terms and Conditions](#)
-

At the bottom of the modal, there is a table with the following data:

Line Item	Date	Claimant	Service Code	Reimbursement	Amount	View Details
35975	01/01/2020	Stephanie Hamer	SU.01	Check	8	View Details

Once the receipts are uploaded, complete all required fields in red

Summit - DataPath x https://awm.summitfor.me/Claim x +

awm.summitfor.me/ClaimsEntry/ClaimsEntry

srh@awm.cc Support Documents Logout

Add A Transaction

Enter and submit your claim information below. If you have multiple services on a single receipt or EOB, you can enter the details of a service and click **Add Line Item**. When you are done with that receipt or EOB, click **Submit**.

If you don't have all of the details for your claim, click **Finish Later** to save what you have entered then come back later to finish and submit your claim.

Transaction Type: Online Claim Required Information

Upload Receipt/EOB: Upload A File Max Size: 100mb. Supported formats: pdf, bmp, gif, jpg, eps, tif, or png.

Pay Me Pay Provider

Claimant: Stephanie Hamer

Start Date: 04/01/2020 **End Date:** 04/01/2020

Amount: \$50.00

Provider:

Service Category: Medical **Service Code:** Office Visit

Description of Service: Office Visit

Plan: Select Plan

Reimbursement: Select Plan [View/Edit Banking Details](#)

Notes:

I have read and agree to the [Terms and Conditions](#)

Add Line Item

Line Item Claims

35975	01/01/2020	Stephanie Hamer	SU.01	Check	8	View Details
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Select the agreement, then select Add Line Item

Add A Transaction

Enter and submit your claim information below. If you have multiple services on a single receipt or EOB, you can enter the details of a service and click **Add Line Item**. When you are done with that receipt or EOB, click **Submit**.

If you don't have all of the details for your claim, click **Finish Later** to save what you have entered then come back later to finish and submit your claim.

Transaction Type: Required Information

Upload Receipt/EOB: Max Size: 100mb. Supported formats: pdf, bmp, gif, jpg, eps, tif, or png.

Pay Me **Pay Provider**

Claimant:

Start Date: **End Date:**

Amount:

Provider:

Service Category: **Service Code:**

Description of Service:

Plan:

Reimbursement: **Direct Deposit** **Check** [View/Edit Banking Details](#)

Notes:

I have read and agree to the [Terms and Conditions](#)

Line Item Claims

ID	Date	Name	Amount	Reimbursement Method
35975	01/01/2020	Stephanie Hamer	50.01	Check

Repeat the process if there are multiple claims

When complete, Select Submit at the bottom right

Transaction Type: Online Claim Required Information

Upload Receipt/EOB: [Upload A File](#) Max Size: 100mb. Supported formats: pdf, bmp, gif, jpg, eps, tif, or png.

Pay Me Pay Provider

Claimant: Stephanie Hamer

Start Date: 04/01/2020 End Date: 04/01/2020

Amount:

Provider:

Service Category: --Select Category-- Service Code: --Select Code--

Description of Service:

Plan: Select Plan

Reimbursement: Direct Deposit Check [View/Edit Banking Details](#)

Notes:

I have read and agree to the [Terms and Conditions](#)

[Add Line Item](#)

Line Item Claims

	Service Date	Claimant	Amount	Provider	Reimbursement	
✎	04/01/2020	Stephanie Hamer	\$50.00		Direct Deposit	✖

Clear Form | Cancel | Finish Later [Submit](#)

A Claim Confirmation will appear on the screen when the process is complete

The screenshot shows a web browser window with the URL <https://awm.summitfor.me/ClaimsEntry>. The page title is "Summit - DataPath". The user is logged in as srh@awm.cc. The main form is titled "later to finish and submit your claim." and includes the following fields:

- Transaction Type: Online Claim (Required Information)
- Upload Receipt/EOB: Upload A File (Max Size: 100mb. Supported formats: pdf, bmp, gif, jpg, eps, tif, or png.)
- Payment Method: Pay Me, Pay Provider
- Claimant: Stephanie Hamer
- Start Date: [Calendar icon]
- End Date: [Calendar icon]
- Amount: [Text input]

A "Claim Confirmation" dialog box is displayed over the form, showing the following details:

- Claim Number: :211673
- Claim Amount: :\$50.00
- Service Start Date: :04/01/2020
- Service End Date: :04/01/2020
- Notes: [Text area]
- I have read and agree to the [Terms and Conditions](#)

Buttons at the bottom of the form include "Add Line Item", "Clear Form", "Cancel", "Finish Later", and "Submit". The bottom of the page shows a table with columns for ID, Date, Name, Code, Type, and Amount, with the first row containing: 35975, 01/01/2020, Stephanie Hamer, SU.01, Check, 8.

****Please note as your service provider, AWM is responsible for handling all of these administrative functions and can do so by a claim form reimbursement request being sent to support@awm.cc. These options are made available by request.****