

Chapter 10. Report Download

The Nevada Medicaid and Nevada Check Up Provider Web Portal (formerly EVS) allows providers, or their delegates, the ability to download and print out provider letters and documents.

10.1 Gaining access to Report Download

To access the Report Download page of the Provider Web Portal (PWP):

1. Log into the PWP.
2. On the “My Home” page, under Resources click the **Report Download** link to open the Report Download page:

Nevada Department of Health and Human Services
Division of Health Care Financing and Policy Provider Portal

[Contact Us](#) | [Logout](#)

My Home | [Eligibility](#) | [Claims](#) | [Care Management](#) | [File Exchange](#) | **Resources**

[Search Providers](#) | [Search Fee Schedule](#) | [Downloads](#) | [Report Download](#) | [Affiliated Providers](#)

My Home

Provider

Name ABC MEDICAL
Provider ID 1073518007 (NPI)
Location ID 250000259
Revalidation Date 05/17/2028
License _

[My Profile](#)
[Manage Accounts](#)

Provider Services

- [Member Focused Viewing](#)
- [Search Payment History](#)
- [Revalidate-Update Provider](#)
- [Pharmacy PA](#)
- [PASRR](#)
- [Presumptive Eligibility](#)
- [Affiliated Providers](#)

Welcome Health Care Professional!

[Contact Us](#)

[Secure Correspondence](#)

Use Secure Correspondence to communicate with Nevada Medicaid representatives regarding Nevada Medicaid questions and to submit claim appeals.

A Contact Tracking Number (CTN) will be generated once the request is submitted. You will receive an email to notify you when there is a response to your inquiry.

We are committed to make it easier for physicians and other providers to perform their business. In addition to providing the ability to verify member eligibility and search for claims, payment information, and access Remittance Advices, our secure site provides access to eligibility, answers to frequently asked questions, and the ability to process authorizations.

Prior Authorization Quick Reference Guide [\[Review\]](#)
Provider Web Portal Quick Reference Guide [\[Review\]](#)

10.2 Letters, Documents and Report available for download

The six (6) Report Categories are:

1. Prior Authorization Letters
2. Prior Authorization Attachments
3. Provider Enrollment Letters
4. Provider Expenditure Report
5. Claim Appeal Letters
6. 1099 IRS Tax Documents

Nevada Department of Health and Human Services
Division of Health Care Financing and Policy Provider Portal

My Home | **Eligibility** | **Claims** | **Care Management** | **File Exchange** | **Resources**

[Search Providers](#) | [Search Fee Schedule](#) | [Downloads](#) | **Report Download** | [Affiliated Providers](#)

[Resources](#) > Report Download

Report Download

* Indicates a required field.
Enter your search criteria and click the **Search** button.

Provider ID 1053765560 **ID Type** NPI

***Report Category**
▼
Prior Authorization Letters
Prior Authorization Attachments
Provider Enrollment Letters
Provider Expenditures Report
Claims Appeal Letters
1099 IRS Tax Documents

From Date

To Date

S

The required search options will change based on the Report Category selected.

10.2.1 Prior Authorization Letters

The following Prior Authorization Letters are available in the PWP:

- PAU-0020-D – Notice of Decision (NODs)
- PAU-0024-D – Notice of Termination (NOTs)
- PAU-0040-D – Request for Additional Information
- PAU-0120-D – Rendering Notice of Decision (NODs)
- PAU-0124-D – Rendering Notice of Termination (NOTs)
- PAU-0140-D – Rendering Request for Additional Information

To search for available Prior Authorization Letters, users will need to search using either:

- From Date, To Date and Recipient ID
or
- PA Number

The screenshot shows the 'Report Download' search interface. At the top, there is a navigation bar with 'My Home', 'Claims', 'File Exchange', and 'Resources'. Below this is a breadcrumb trail: 'Search Providers | Search Fee Schedule | Downloads | Report Download'. The main content area is titled 'Report Download' and includes a help icon. A note states: '* Indicates a required field. Enter your search criteria and click the Search button.' The form contains several fields: 'Provider ID' (1093), 'ID Type' (NPI), '*Report Category' (a dropdown menu set to 'Prior Authorization Letters'), 'From Date' (empty), 'To Date' (empty), 'Recipient ID' (empty), and 'Prior Authorization Number' (empty). At the bottom of the form are 'Search' and 'Reset' buttons.

1. Enter the required search criteria and then click the “Search” button.

This screenshot is identical to the previous one, but the 'Prior Authorization Number' field is now filled with the value '32180'. All other fields and the overall layout remain the same.

2. The matching letters will be returned in the Reports Available to Download section.

[My Home](#) | [Claims](#) | [File Exchange](#) | [Resources](#) | [Search Providers](#) | [Search Fee Schedule](#) | [Downloads](#) | [Report Download](#)

[Resources](#) > Report Download

Report Download ?

* Indicates a required field.
Enter your search criteria and click the **Search** button.

Provider ID 1093 **ID Type** NPI
***Report Category** **To Date**
From Date **Recipient ID**
Prior Authorization Number

Reports Available to Download

To download a report, click the Report ID. Total Records: 1

Report ID	Report Name	Created Date ▼
PAU-0020-D	PAU - Notice Of Decision	04/12/20

3. Click the Report ID hyperlink to download and view the letter.

Reports Available to Download

To download a report, click the Report ID. Total Records: 1

Report ID	Report Name	Created Date ▼
PAU-0020-D	PAU - Notice Of Decision	04/12/20

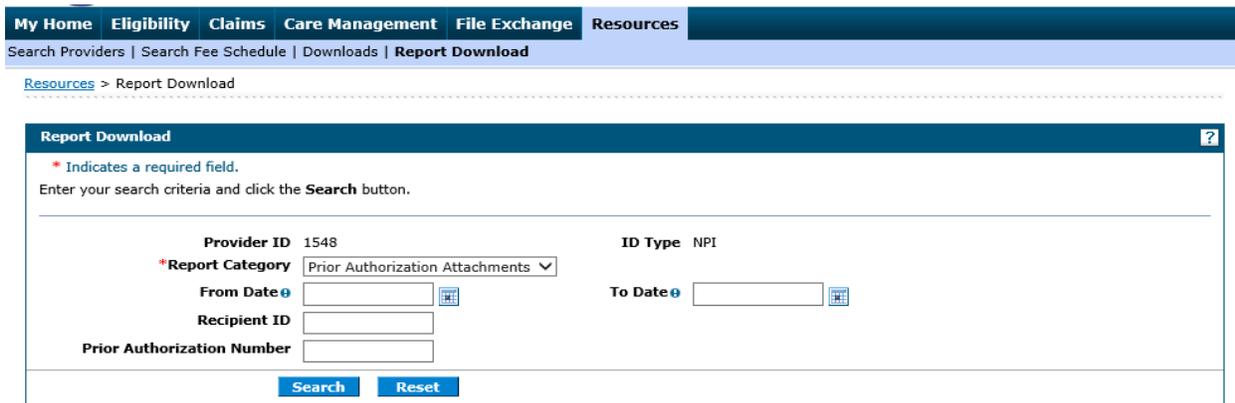
10.2.2 Prior Authorization Attachments

The following Prior Authorization Attachments are available in the PWP:

- FA-29B – Prior Authorization Reconsideration Request
- PCS-0010-O – Personal Care Services (PCS) Service Plan
- NMO-7073 – Functional Assessment Service Plan (FASP)

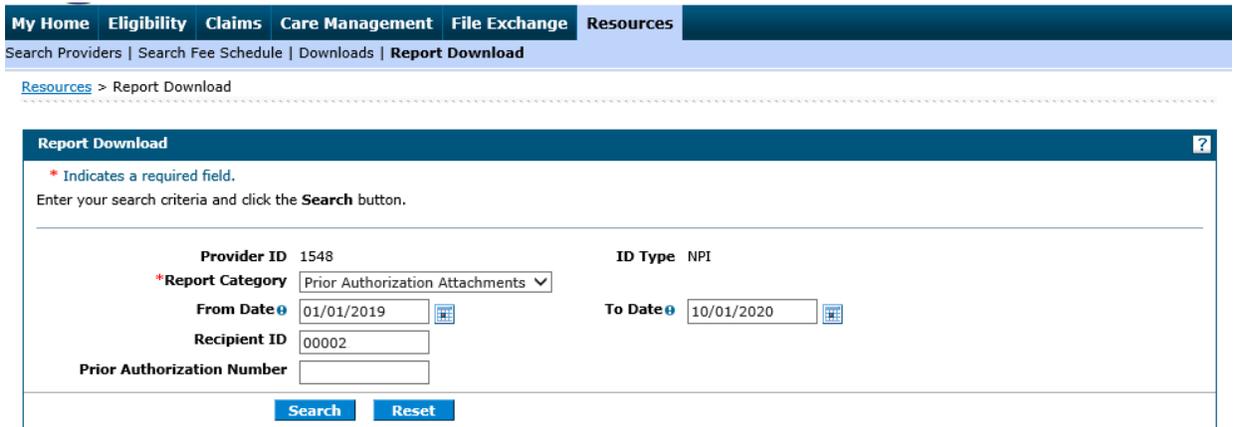
To search for available Prior Authorization Attachments, users will need to search using either:

- From Date, To Date and Recipient ID
or
- PA Number



The screenshot shows the 'Report Download' search interface. At the top is a navigation bar with 'My Home', 'Eligibility', 'Claims', 'Care Management', 'File Exchange', and 'Resources'. Below this is a breadcrumb trail: 'Resources > Report Download'. The main form area has a title 'Report Download' and a help icon. A note states: '* Indicates a required field. Enter your search criteria and click the Search button.' The form contains several input fields: 'Provider ID' (1548), 'ID Type' (NPI), '*Report Category' (dropdown menu showing 'Prior Authorization Attachments'), 'From Date' (empty), 'To Date' (empty), 'Recipient ID' (empty), and 'Prior Authorization Number' (empty). At the bottom are 'Search' and 'Reset' buttons.

1. Enter the required search criteria and then click the “Search” button.



This screenshot shows the same 'Report Download' search interface as the previous one, but with some fields populated. The 'From Date' field now contains '01/01/2019' and the 'To Date' field contains '10/01/2020'. The 'Recipient ID' field now contains '00002'. The 'Provider ID' (1548), 'ID Type' (NPI), and '*Report Category' (Prior Authorization Attachments) remain the same. The 'Search' and 'Reset' buttons are still present at the bottom.

2. The matching attachments will be returned in the Reports Available to Download section.

My Home Eligibility Claims Care Management File Exchange Resources

Search Providers | Search Fee Schedule | Downloads | Report Download

Resources > Report Download

Report Download ?

* Indicates a required field.
Enter your search criteria and click the **Search** button.

Provider ID 1548 ID Type NPI

*Report Category

From Date To Date

Recipient ID

Prior Authorization Number

Search **Reset**

Reports Available to Download

To download a report, click the Report ID. Total Records: 1

Report ID	Report Name	Created Date
FA-29B	Prior Authorization Reconsideration Request	09/30/2020 04:30:03

3. Click the Report ID hyperlink to download and view the attachment.

Reports Available to Download

To download a report, click the Report ID. Total Records: 1

Report ID	Report Name	Created Date
FA-29B	Prior Authorization Reconsideration Request	09/30/2020 04:30:03

10.2.3 Provider Enrollment Letters

The following Provider Enrollment Letters are available in the PWP:

- PRV-9009-R Provider Change Notification Letter
- PRV-9012-R File Update Request Return To Provider Letter
- PRV-9020-R Provider Termination Letter
- PRV-9021-R 20 Day Advance Notification of Termination
- PRV-9040-R Medicaid Initial Enrollment Welcome Letter
- PRV-9060A-R Provider Revalidation Letter - 30 Days Final Notice
- PRV-9060-R Provider Revalidation Notice - 60 Days First Notice
- PRV-9062-R Revalidation Approval Letter
- PRV-9064-R Revalidation Return To Provider Letter
- PRV-9067-R Revalidation Termination Letter
- PRV-9068-R Provider 20-Day License Expiring Letter
- PRV-9069-R Provider 60-Day License Expiring Letter
- PRV-9200-R Individual letter for Individual linking to a group
- PRV-9201-R Group letter for an individual linking to a group
- PRV-9210-R Individual letter when a group links Individual to their group
- PRV-9211-R Group letter when they link an Individual to their group
- PRV-9220-R Individual letter for Individual end dating their group linkage
- PRV-9221-R Group letter for Individual end dating their group linkage to the group
- PRV-9230-R Individual letter when a group end dates their linkage to their group
- PRV-9231-R Group letter when they end dated an individual from their group
- Provider Enrollment Contract

To search for available Provider Enrollment Letters, users will need to search using:

- From Date and To Date

The screenshot shows the 'Report Download' section of the PWP interface. At the top, there is a navigation bar with 'My Home', 'Claims', 'File Exchange', and 'Resources'. Below this is a search bar with 'Search Providers | Search Fee Schedule | Downloads | Report Download'. The 'Report Download' page has a breadcrumb trail 'Resources > Report Download'. The main content area is titled 'Report Download' and includes a help icon. A note states '* Indicates a required field. Enter your search criteria and click the Search button.' The search form contains the following fields: 'Provider ID' with the value '1588', 'ID Type' with the value 'NPI', '*Report Category' with a dropdown menu set to 'Provider Enrollment Letters', '*From Date' with a date input field, and '*To Date' with a date input field. At the bottom of the form are 'Search' and 'Reset' buttons.

1. Enter the required search criteria and then click the “Search” button.

[My Home](#) | [Claims](#) | [File Exchange](#) | [Resources](#) | [Search Providers](#) | [Search Fee Schedule](#) | [Downloads](#) | [Report Download](#)

[Resources](#) > Report Download

Report Download ?

* Indicates a required field.
Enter your search criteria and click the **Search** button.

Provider ID 1588 **ID Type** NPI
***Report Category** ***To Date**
***From Date**

2. The matching letters will be returned in the Reports Available to Download section.

[My Home](#) | [Claims](#) | [File Exchange](#) | [Resources](#) | [Search Providers](#) | [Search Fee Schedule](#) | [Downloads](#) | [Report Download](#)

[Resources](#) > Report Download

Report Download ?

* Indicates a required field.
Enter your search criteria and click the **Search** button.

Provider ID 1588 **ID Type** NPI
***Report Category** ***To Date**
***From Date**

Reports Available to Download

To download a report, click the Report ID. Total Records: 4

Report ID	Report Name	Created Date ▲
PRV-9060-R	Revalidation Notice – 60 Days First Notice	04/23/20
PRV-9060A-R	NOTICE TO REVALIDATE	06/02/20
PRV-9021-R	Notice of Termination	06/10/20
PRV-9067-R	Termination of Participation in Nevada Medicaid	06/22/20

3. Click the Report ID hyperlink to download and view the letter.

Reports Available to Download

To download a report, click the Report ID. Total Records: 4

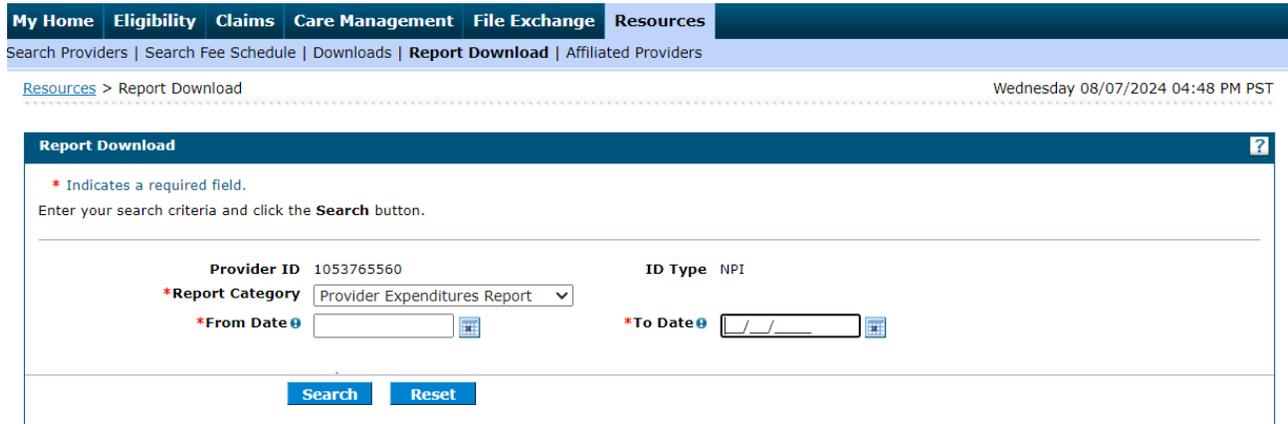
Report ID	Report Name	Created Date ▲
PRV-9060-R	Revalidation Notice – 60 Days First Notice	04/23/20
PRV-9060A-R	NOTICE TO REVALIDATE	06/02/20
PRV-9021-R	Notice of Termination	06/10/20
PRV-9067-R	Termination of Participation in Nevada Medicaid	06/22/20

10.2.4 Provider Expenditures Report

The Provider Expenditure report provides transaction information for non-claim related payments from Nevada Medicaid.

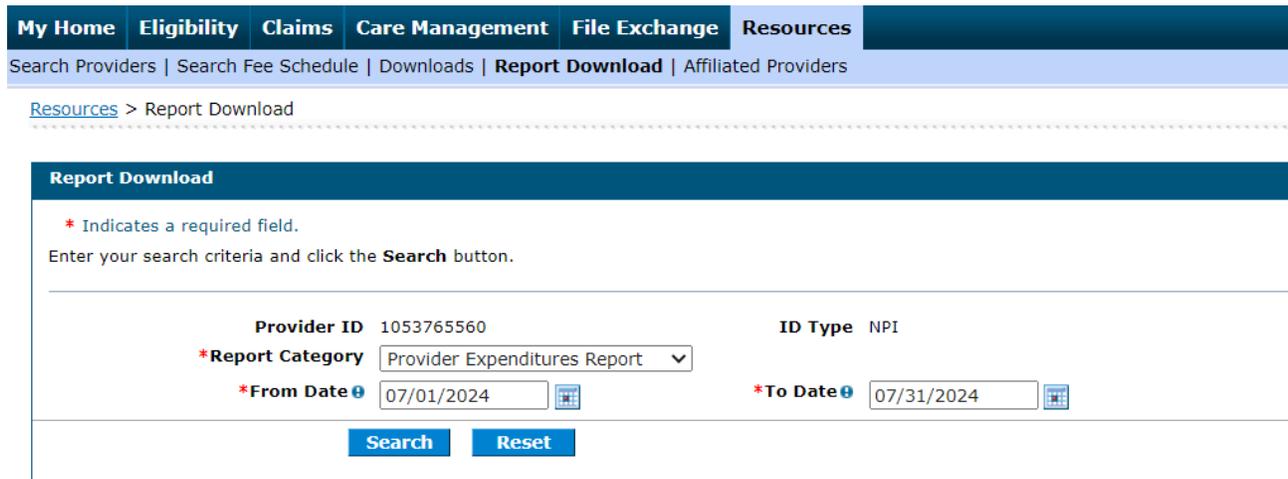
To search for the Provider Expenditures Report, users will need to search using:

- From Date and To Date



The screenshot shows the 'Report Download' section of a web application. At the top, there is a navigation bar with tabs: 'My Home', 'Eligibility', 'Claims', 'Care Management', 'File Exchange', and 'Resources'. Below the navigation bar is a breadcrumb trail: 'Search Providers | Search Fee Schedule | Downloads | Report Download | Affiliated Providers'. The current page title is 'Resources > Report Download' and the date is 'Wednesday 08/07/2024 04:48 PM PST'. The main form area has a header 'Report Download' and a help icon. Below the header, there is a note: '* Indicates a required field. Enter your search criteria and click the Search button.' The form contains the following fields: 'Provider ID' with the value '1053765560', 'ID Type' with the value 'NPI', '*Report Category' with a dropdown menu showing 'Provider Expenditures Report', '*From Date' with an empty date input field, and '*To Date' with an empty date input field. At the bottom of the form are two buttons: 'Search' and 'Reset'.

1. Enter the required search criteria and then click the "Search" button.



The screenshot shows the 'Report Download' section of a web application, similar to the previous one. The navigation bar and breadcrumb trail are the same. The current page title is 'Resources > Report Download'. The main form area has a header 'Report Download' and a help icon. Below the header, there is a note: '* Indicates a required field. Enter your search criteria and click the Search button.' The form contains the following fields: 'Provider ID' with the value '1053765560', 'ID Type' with the value 'NPI', '*Report Category' with a dropdown menu showing 'Provider Expenditures Report', '*From Date' with the value '07/01/2024', and '*To Date' with the value '07/31/2024'. At the bottom of the form are two buttons: 'Search' and 'Reset'.

2. The matching report will be returned in the Reports Available to Download section.

My Home | **Eligibility** | **Claims** | **Care Management** | **File Exchange** | **Resources**

Search Providers | Search Fee Schedule | Downloads | **Report Download** | Affiliated Providers

[Resources](#) > Report Download

Report Download ?

* Indicates a required field.
Enter your search criteria and click the **Search** button.

Provider ID 1053765560 **ID Type** NPI

***Report Category** ▼

***From Date** ***To Date**

Reports Available to Download

To download a report, click the Report ID. Total Records: 5

Report ID	Report Name	Created Date ▼
FIN-TI05-R-V	PROVIDER EXPENDITURES REPORT	07/23/2024
FIN-TI05-R-V	PROVIDER EXPENDITURES REPORT	07/16/2024
FIN-TI05-R-V	PROVIDER EXPENDITURES REPORT	07/15/2024
FIN-TI05-R-V	PROVIDER EXPENDITURES REPORT	07/09/2024
FIN-TI05-R-V	PROVIDER EXPENDITURES REPORT	07/08/2024

3. Click the Report ID hyperlink to download and view the report.

Reports Available to Download

To download a report, click the Report ID. Total Records: 5

Report ID	Report Name	Created Date ▼
FIN-TI05-R-V	PROVIDER EXPENDITURES REPORT	07/23/2024
FIN-TI05-R-V	PROVIDER EXPENDITURES REPORT	07/16/2024
FIN-TI05-R-V	PROVIDER EXPENDITURES REPORT	07/15/2024
FIN-TI05-R-V	PROVIDER EXPENDITURES REPORT	07/09/2024
FIN-TI05-R-V	PROVIDER EXPENDITURES REPORT	07/08/2024

4. An example of the FIN-TI05-R-V report is provided below.

FIN-TI05-R-V	PROVIDER EXPENDITURES REPORT	RUN DATE: 07/16/2024	REPORT PERIOD: 07/16/2024 - 07/16/2024							
NPI	MCD ID	PAYEE NAME	TRANSACTION NUMBER	EXP REASON CODE	REASON DESCRIPTION	EXPENDITURE AMOUNT	FUND CODE	PAYMENT DATE	COMMENTS	COMMENTS (2)
9005052608	100515750	ANTHEM BLUE CROSS AND BLUE SHIELD	700000668	9092	MC Retrocap	2129.18	7419BB 198B HMO	7/19/2024	SFY2024 Q2 December MCO Retro Capitation	

10.2.5 Claims Appeal Letters

The following Claims Appeal Letters are available in the PWP:

- CTM-AREC-R Appeal Received
- CTM-AREJ-R Appeal Rejected
- CTM-AAPR-R Appeal Approved
- CTM-ADEN-R Appeal Denied

To search for available Claim Appeal Letters, users will need to search using either:

- From Date, To Date and Recipient ID
or
- Contact Tracking Number (CTN)

My Home **Eligibility** **Claims** **Care Management** **File Exchange** **Resources**

[Search Providers](#) | [Search Fee Schedule](#) | [Downloads](#) | [Report Download](#)

[Resources](#) > Report Download

Report Download ?

* Indicates a required field.
Enter your search criteria and click the **Search** button.

Provider ID	1780	ID Type	NPI
* Report Category	Claims Appeal Letters	To Date	<input type="text"/>
From Date	<input type="text"/>	Recipient ID	<input type="text"/>
Contact Tracking Number	<input type="text"/>		

Search **Reset**

1. Enter the required search criteria and then click the “Search” button.

My Home **Eligibility** **Claims** **Care Management** **File Exchange** **Resources**

[Search Providers](#) | [Search Fee Schedule](#) | [Downloads](#) | [Report Download](#)

[Resources](#) > Report Download

Report Download ?

* Indicates a required field.
Enter your search criteria and click the **Search** button.

Provider ID	17808	ID Type	NPI
* Report Category	Claims Appeal Letters	To Date	<input type="text"/>
From Date	<input type="text"/>	Recipient ID	<input type="text"/>
Contact Tracking Number	300000		

Search **Reset**

2. The matching letters will be returned in the Reports Available to Download section.

Report Download ?

* Indicates a required field.
Enter your search criteria and click the **Search** button.

Provider ID 17808 **ID Type** NPI

***Report Category** **To Date**

From Date **Recipient ID**

Contact Tracking Number

[Search](#) [Reset](#)

Reports Available to Download

To download a report, click the Report ID. Total Records: 6

Report ID	Report Name	Created Date ▲
CTM-AREC-R	Appeal Received	09/29/2020 08:43:28
CTM-AAPR-R	Appeal Approved	09/29/2020 11:38:45

3. Click the Report ID hyperlink to download and view the letter.

Reports Available to Download

To download a report, click the Report ID. Total Records: 6

Report ID	Report Name	Created Date ▲
CTM-AREC-R	Appeal Received	09/29/2020 08:43:28
CTM-AAPR-R	Appeal Approved	09/29/2020 11:38:45

10.2.6 1099 IRS Tax Documents

To search for available 1099 IRS Tax Documents, users will need to search using:

- Tax ID (FEIN or SSN) and Tax Year

The screenshot shows the 'Report Download' search form. The navigation bar includes 'My Home', 'Eligibility', 'Claims', 'Care Management', 'File Exchange', and 'Resources'. Below the navigation bar are links for 'Search Providers', 'Search Fee Schedule', 'Downloads', 'Report Download', and 'Affiliated Providers'. The breadcrumb trail is 'Resources > Report Download'. The form title is 'Report Download'. A note states '* Indicates a required field.' and instructs users to 'Enter your search criteria and click the Search button.' The form contains the following fields: 'Provider ID' (1568826287), 'ID Type' (NPI), '*Report Category' (1099 IRS Tax Documents), '*Tax ID (FEIN or SSN)' (empty), and 'Tax Year' (Last Year). There are 'Search' and 'Reset' buttons at the bottom.

1. Enter the required search criteria and then click the “Search” button.

The screenshot shows the 'Report Download' search form with the 'Tax ID' field populated. The navigation bar and breadcrumb trail are identical to the previous screenshot. The form title is 'Report Download'. A note states '* Indicates a required field.' and instructs users to 'Enter your search criteria and click the Search button.' The form contains the following fields: 'Provider ID' (1568826287), 'ID Type' (NPI), '*Report Category' (1099 IRS Tax Documents), '*Tax ID (FEIN or SSN)' (123456789), and 'Tax Year' (Last Year). There are 'Search' and 'Reset' buttons at the bottom.

2. The matching documents will be returned in the Reports Available to Download section.

The screenshot shows the 'Report Download' page. At the top, there is a navigation bar with 'My Home', 'Eligibility', 'Claims', 'Care Management', 'File Exchange', and 'Resources'. Below this is a breadcrumb trail: 'Search Providers | Search Fee Schedule | Downloads | Report Download | Affiliated Providers'. The main heading is 'Resources > Report Download'. The 'Report Download' section includes a search form with the following fields: 'Provider ID' (1568826287), 'ID Type' (NPI), '*Report Category' (1099 IRS Tax Documents), '*Tax ID (FEIN or SSN)' (123456789), and 'Tax Year' (Last Year). There are 'Search' and 'Reset' buttons. Below the search form is the 'Reports Available to Download' section, which includes a table with two columns: 'Account Number' and 'Tax Year'. The table contains two rows, both with '2500000' in the 'Account Number' column and '2022' in the 'Tax Year' column. The total number of records is 2.

Account Number	Tax Year
2500000	2022
2500000	2022

10.3 Access Help Page

Help information for this page can be accessed by clicking the “?” on the page.

This screenshot is similar to the previous one, but with a red box highlighting the help icon (a question mark in a square) in the top right corner of the 'Report Download' section. The search form fields are: 'Provider ID' (1588), 'ID Type' (NPI), '*Report Category' (dropdown), '*From Date' (calendar icon), and '*To Date' (calendar icon). There are 'Search' and 'Reset' buttons.

10.4 Tips for Report Download

- Enter as much search criteria as possible to help narrow your search results.
- The search results are based on the logged in National Provider Identifier (NPI) that appears as the Provider ID.
- A message will appear if reports meet your search criteria.