



PROVIDER QUICK TIPS

#44

Correctly Reporting Value Codes on the UB-04 Claim Form to Ensure Smooth Claims Processing

Reporting Value Codes on the UB-04 Claim Form

Value codes need to be entered in numeric sequence, starting in Form Locators 39a through 41a, 39b through 41b, 39c through 41c, and lastly, 39d through 41d. Examples are below:

Correct:

	39 CODE	VALUE CODES AMOUNT	40 CODE	VALUE CODES AMOUNT	41 CODE	VALUE CODES AMOUNT
a	66	1000 00	80	15	81	5
b	82	25				
c						
d						

Incorrect:

	39 CODE	VALUE CODES AMOUNT	40 CODE	VALUE CODES AMOUNT	41 CODE	VALUE CODES AMOUNT
a	80	25	A1	992 00	66	500 00
b	A2	6200 00	82	25 00	81	0
c						
d						

Value Codes are NOT in numerical order.

This represents 2500 days, NOT 25!

Do not list Value Codes if zero.

In addition, when entering days, the number needs to be placed in the far right column of the Value Codes Amount field (in the cents field). For example, 1–9 days would be entered in the same position you would enter 1–9 cents. Days 10–99 would be entered in the same positions you would enter ten to ninety-nine cents. Days 100–999 would be entered in the same positions you would enter one dollar to nine dollars and ninety-nine cents.

For a complete listing and description of Value Codes, please refer to the UB-04 Desk References located on the PROMISe Desk References page: <http://www.dhs.pa.gov/publications/forproviders/promisedeskreferences/>

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We value your participation.
Check the DHS website often: www.dhs.pa.gov

