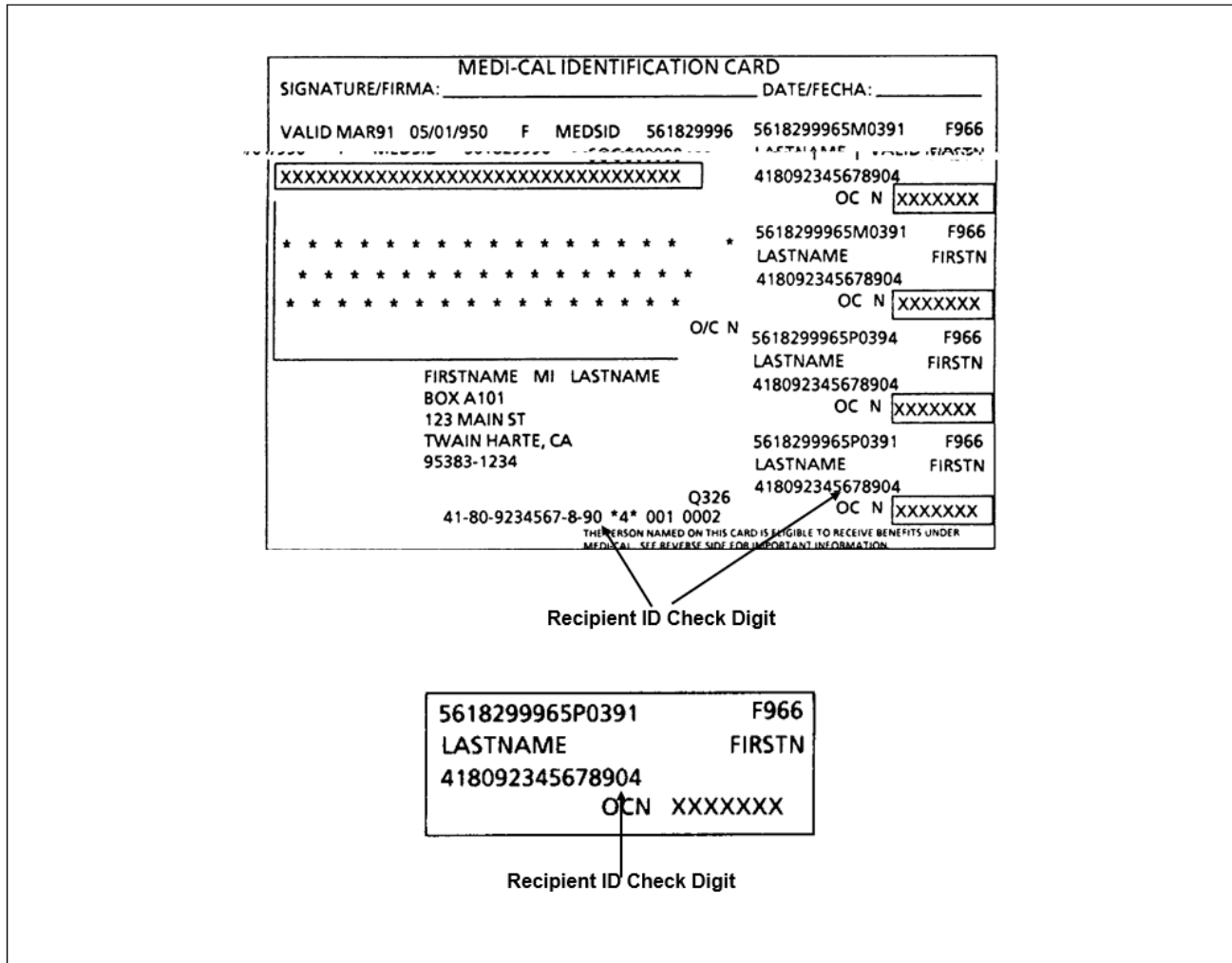


Recipient ID Check Digit Algorithms

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Computerized billing systems can be programmed to avoid inaccurate entry of the Medi-Cal recipient ID number or Social Security Number (SSN). Inaccurate ID numbers result in more denied or suspended claims than any other billing error. Providers can verify the accuracy of recipient ID numbers entered on claims by applying an algorithm to each ID number and matching the result with the check digit on the Medi-Cal ID card and labels. Please refer to the example below for location of the check digit on the ID card and labels.



Recipient ID Number Verification

To verify the 13-digit recipient ID number, perform the following calculations:

- Starting with the second digit in the ID number, convert every other digit to the corresponding conversion value as shown in the following table. The remaining digits retain original value.

Recipient ID Number Conversion Table

ID Number Value	Conversion Value
1	2
2	4
3	6
4	8
5	1
6	3
7	5
8	7
9	9
0	0
A thru Z	0

Applying the above conversion table to an example recipient ID number, 3320111116400, would result in the following:

Recipient ID Number: 3 3 2 0 1 1 1 1 1 6 4 0 0

Conversion Values: 3 6 2 0 1 2 1 2 1 2 6 8 0 0

- After the conversion, add all conversion values, as shown below:

$$3+6+2+0+1+2+1+2+1+2+6+8+0+0=34$$

- The check digit on the Medi Cal ID card should match the last digit of the sum of the conversion values. In the above example, the check digit would be "4."

$$34 = 4 \text{ (check digit)}$$

Social Security Number Verification

To verify the nine-digit SSN, perform the following calculations:

- Verify that all nine digits of the SSN are numeric. Convert any non-numeric characters to zero (0).
- Add the value of the 1st, 3rd, 5th, 7th and 9th digits of the SSN as shown in the following example:

SSN Digit Position: 1 2 3 4 5 6 7 8 9

SSN: **5 6 0 9 2 5 6 7 1**

$5+0+2+6+1=14$

- Convert the 2nd, 4th, 6th and 8th digit of the SSN as shown in the following table:

Social Security Number (SSN) Conversion Table

ID Number Value	Conversion Value
1	9
2	8
3	7
4	6
5	5
6	4
7	3
8	2
9	1
0	0

- Add the converted value of the 2nd, 4th, 6th, and 8th digits of the SSN as shown in the following example:

SSN Digit Position: 1 2 3 4 5 6 7 8 9

SSN: **5 6 0 9 2 5 6 7 1**

Converted Digits: **4 1 5 3**

$4+1+5+3=13$

- Add the sum of the first and second calculations as shown in the following example:

$$14 + 13 = 27$$

- The check digit on the Medi Cal ID card should match the last digit of the sum of the first and second calculations. In the above example, the check digit would be "7".

$$27 = \underline{7} \text{ (check digit)}$$

Note: The check digit is optional on both paper and electronic claims.

The check digit only verifies the accuracy of the ID number. It does not prove eligibility for the month of service being billed.

<<Legend>>

<<Symbols used in the document above are explained in the following table.>>

Symbol	Description
<<	This is a change mark symbol. It is used to indicate where on the page the most recent change begins.
>>	This is a change mark symbol. It is used to indicate where on the page the most recent change ends.