BlueCross BlueShield
of Illinois

NDC Units Calculator Tool User Guide

The **NDC Units Calculator Tool** is a user-friendly online tool that allows providers to convert applicable classified or specified Healthcare Common Procedure Coding System (HCPCS) or Current Procedural Terminology (CPT®) codes to National Drug Code (NDC) units.

This tool (also known as RC Claim Assist™) is hosted by RJ Health, an independent third-party pharmaceutical specialty company.
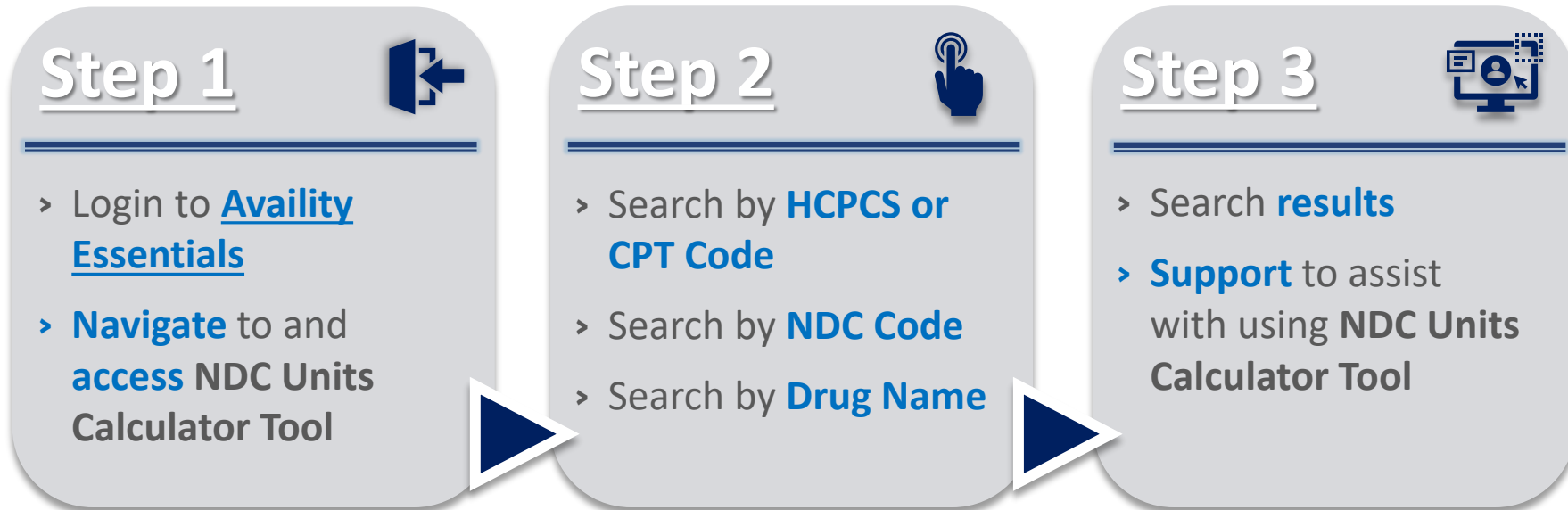
Not registered with Availity® Essentials?

Complete the online guided registration process today via Availity, at no cost.
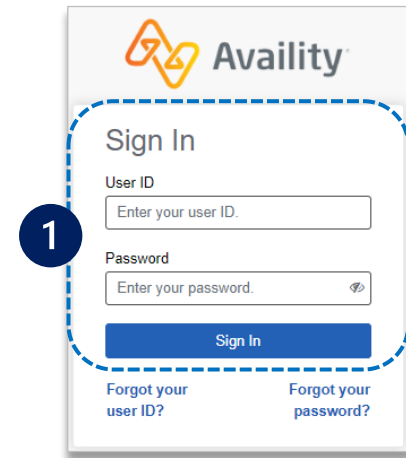
Feb. 2024

Not for Distribution

The following instructions show how users' access **NDC Units Calculator Tool** via Availity Essentials and how Availity Administrators and/or users will add providers information to your organization's account.

Step 1

> Login to **Availity Essentials**

> **Navigate** to and **access** NDC Units Calculator Tool

Step 2

> Search by **HCPCS or CPT Code**

> Search by **NDC Code**

> Search by **Drug Name**

Step 3

> Search **results**

> **Support** to assist with using **NDC Units Calculator Tool**

1 Assigned users can access this tool by following the instructions below:

‣ Go to **Availity**

‣ Select **Log in to Essentials**

‣ Enter User ID and Password

‣ Select **Sign in**
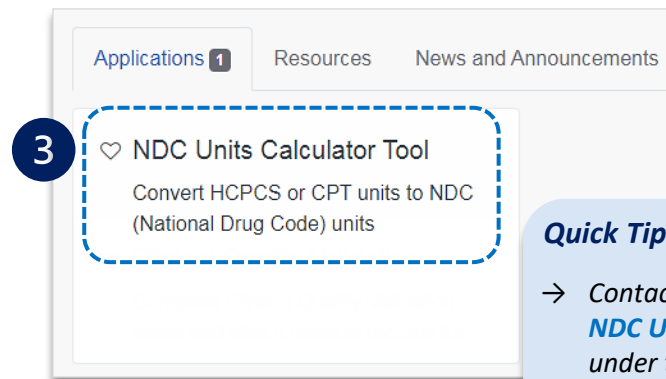
2 ‣ Select **Payer Spaces** from the navigation menu
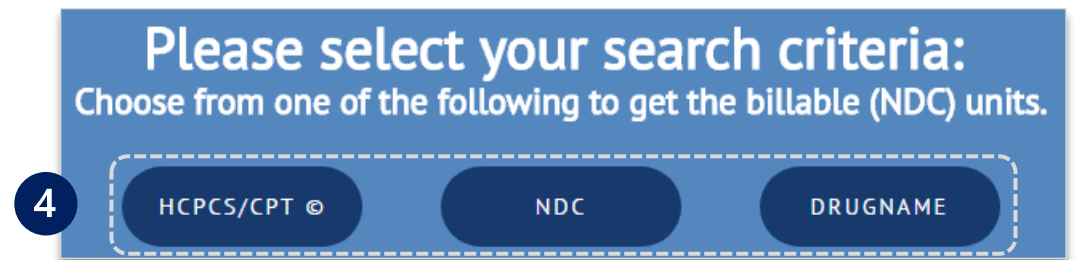
‣ Choose **Blue Cross and Blue Shield of Illinois**

3 ‣ On the BCBSIL Payer Spaces page, select **Applications**

‣ Select **NDC Units Calculator Tool**
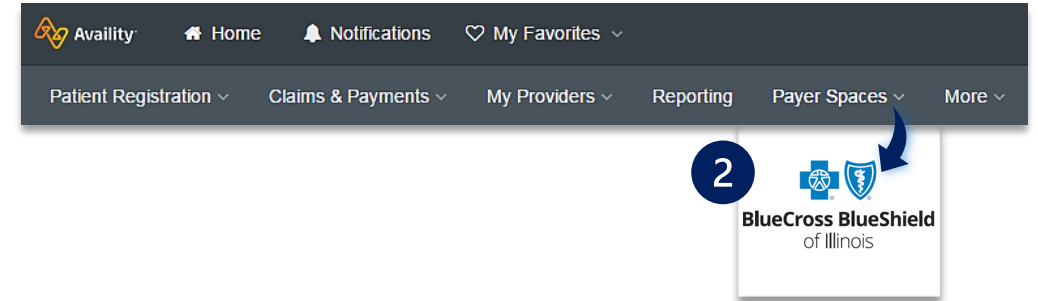
‣ Users will be redirected to *RC Claim Assist*

Quick Tip:

→ Contact your Availity Administrator if **NDC Units Calculator Tool** is not listed under the Applications tab in BCBSIL-branded Availity Payer Spaces.

4 From the home screen, select one of the following search options:

‣ **HCPCS/CPT**

‣ **NDC**

‣ **Drug Name**

1 ▸ Enter the **HCPCS/CPT code**

▸ Select the appropriate code from the list

Quick Tips:

→ Users may search using a minimum of three characters when using the **HCPCS/CPT**, **NDC** or **Drug Name** search options.

→ Select **New Search** to search for a different HCPCS/CPT, NDC, or Drug Name.

2 ▸ Select the applicable **NDC** from the list, or enter an NDC to narrow your search

▸ Enter the **Number of Units** administered and hit **Enter**

1
- Enter the **NDC code** and select the **code** from the list
- Enter the **Number of Units** administered and hit **Enter**

1
- Enter the **HCPCS/CPT code** and select the **code** from the list

2
- Select the applicable **NDC** from the list

- Enter the **Number of Units** administered and hit **Enter**

Regardless of the search option used, the results include:

(A) HCPCS/CPT code

(B) NDC code and **description**

(C) NDC Billable Units to include on your claim

Quick Tip:

→ *For more information, refer to the [NDC Billing FAQs](#) and [NDC Billing Guidelines](#) located on our Provider Website.*

(A) HCPCS/CPT®

J0744

Injection, ciprofloxacin for intravenous infusion, 200 mg

(B) NDC

00409-4777-02

Ciprofloxacin in D5W 400 MG/200ML SOLN by HOSPIRA

(C) NDC BILLABLE UNITS

300 ML

Billable NDC to include on your claim.

Have questions or need additional education?

Education or training, contact **BCBSIL Provider Education Consultants**

Be sure to include your name, direct contact information & Tax ID and/or billing NPI.

Technical Availity support, contact Availity Client Services at **800-282-4548**

Availity is a trademark of Availity, LLC, a separate company that operates a health information network to provide electronic information exchange services to medical professionals. Availity provides administrative services to BCBSIL. BCBSIL makes no endorsement, representations or warranties regarding third party vendors and the products and services they offer.

The information provided in this user guide is proprietary and confidential information of BCBSIL pursuant of Provider's BCBSIL participation agreements. This information is not to be distrusted or shared with unauthorized individuals without the express approval of BCBSIL.