

Claims Roster

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CST

The Claims Roster lists participant, enrollment information, FRP status, basis, and more.

Required Permissions: You must have the **Financial Reports** permission enabled on your account to run the Claim Roster. Sponsored centers do not have access to this report.

To run the report.

1. From the menu to the left, click **Reports**.
2. On the Reports page, select the following:
 - **Category:** Claim Statements
 - **Report Name:** Claim Roster
 - **Month:** Select the month for which to run the report.
3. Click **Run**. A PDF of the report downloads.

You can also print this report from the Claim Details page. To do so:

1. From the menu to the left, click **Claims**.
2. Select the claim to view. the claim Details page opens.
3. Click **Claim Actions** and select **Print Claim Roster**.