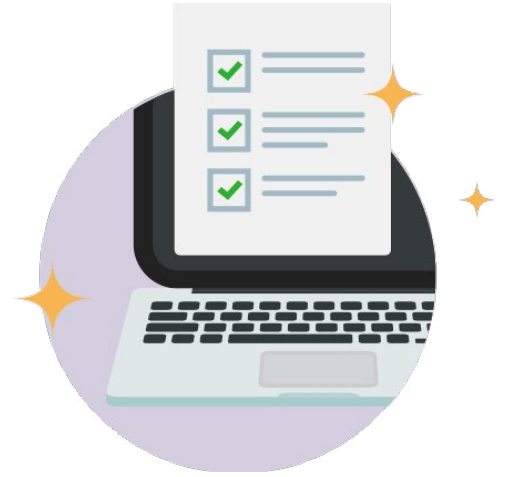


# Disputing claims online is easy

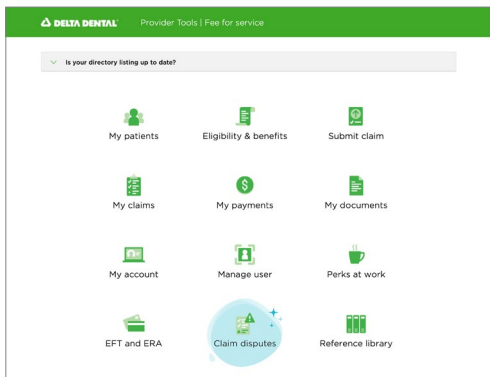
Submit, track and manage disputes in Provider Tools



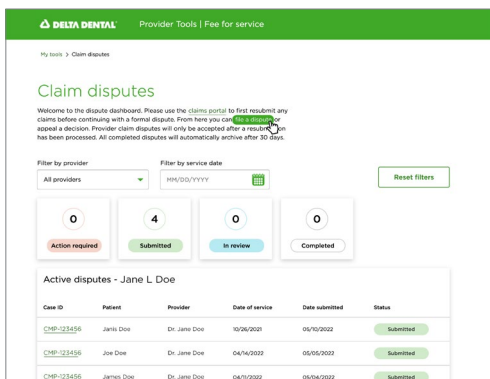
When a claim adjustment doesn't resolve your issue with a claim, you can use Provider Tools to submit a dispute online for quick and easy processing.

**1. Log in to your Provider Tools account.**  
Don't have an account? Sign up in minutes at [deltadentalins.com](https://deltadentalins.com).

**2. Select Claim disputes.**



**3. Your claim dispute page shows your dashboard of pending requests.** To start a new dispute, click the "file a dispute" link .



**4. Begin the dispute process.** Select the provider first. Enter the number for the claim you wish to dispute.

**5. Select a contact email address.** This is the email address that will be used for all correspondence regarding this dispute.

**6. Describe why you're disputing the claim.** Give a detailed description and attach any supporting documents.

**7. Click Submit and you're done!** You'll see a confirmation message and we'll be in touch within 45 days.

If you've accidentally submitted a dispute for a claim that has not gone through the adjustment process, we'll automatically convert your dispute request to an adjustment.

Want to learn more? Go to [deltadentalins.com](https://deltadentalins.com) to sign up for a Provider Tools webinar.

