Purpose of Using Force Pay Date

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Version 14.19

> **Path: Smart Toolbar > Billing button > Adjudications tab**

Overview

The Force Pay Date can be used to match the posting date with the deposit date. When posting an ERA it will post with the ERA Date not the Pay Date. If the posting date should match the Pay Date, use the Force Pay Date to update accordingly. The Force Pay Date should be entered before Posting. There is no way to go back and change the date after the payment is posted unless it is deleted and re-posted.

Purpose of Force by Pay Date

In the Adjudications tab, there is a drop-down menu selection for a Force pay date.

Electronic Billing Center

The function of the *force pay date* is for instances of matching your payments in OP to balance to your deposits in your bank account.

If you receive an Electronic Remittance Advice (ERA) payment with an ERA date of one date, and a Pay Date not matching the ERA date, this may be an instance where you would want to force a pay date.

Electronic Billing Center

If you were to post this adjudication as is, then the payment date on the payment line attached to the claim will be dated 02/09/12.

Electronic Billing Center

If you decide that you want the payment date to reflect the deposit date, change the pay date in the **"force pay date".**

Electronic Billing Center

Then the payment date on the payment line attached to the claim will be dated 02/14/12.

Electronic Billing Center

Version 14.10

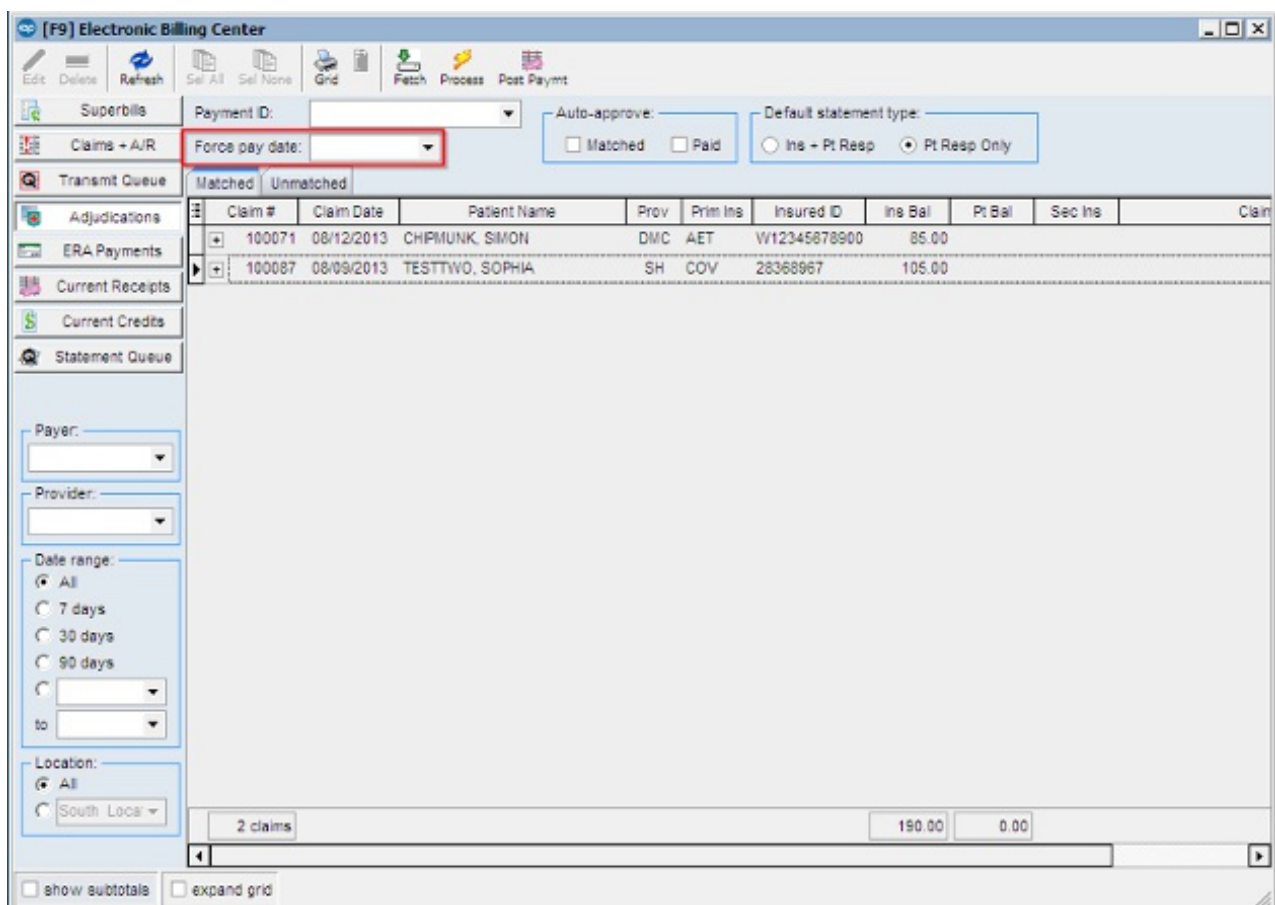## Path: Smart Toolbar > Billing button > Adjudications tab

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