

Insurance Payers List

Last Modified on 08/08/2022 11:36 am EDT

Version 20.17

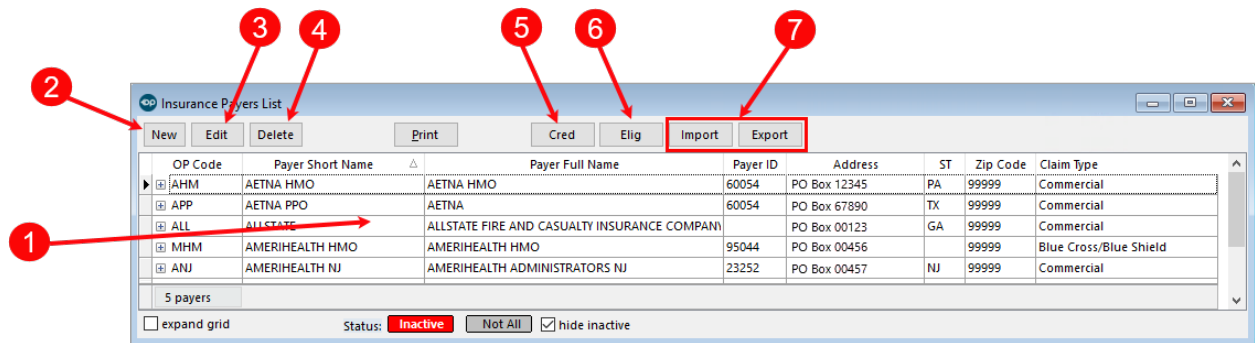


This window map article points out some of the important aspects of the window you're working with in OP but is not intended to be instructional. To learn about topics related to using this window, see the **Related Articles** section at the bottom of this page.

About Insurance Payer List

Path: Billing tab > Payers button

The Insurance Payer List window displays the list of insurance payers in OP. Payers can be added, edited, and removed using this window. By default, the hide Inactive checkbox is selected hiding all Inactive Payers from the list. This can be deselected as needed.



Insurance Payer List Map

Number	Section	Description
1	Insurance Payer List grid	The Insurance Payer List grid displays the Insurance Payers in OP.
2	New button	The New button opens the Insurance Payer Details window. Payers can be added to the list using that window.
3	Edit button	The Edit button opens the Insurance Payer Details for the highlighted payer in the Insurance Payer List grid. Payer details can begin to be modified in that window.
4	Delete button	The Delete button removes a highlighted insurance carrier from the insurance payer list.
5	Cred button	The Cred button copies payer/provider credentialing values from one selected payer to another. Information can be inserted or replaced.
6	Elig button	The Elig button copies eligibility verification fields from one selected payer to another.
7	Import/Export	The Import/Export buttons import/export the insurance payer list as an .xml file.

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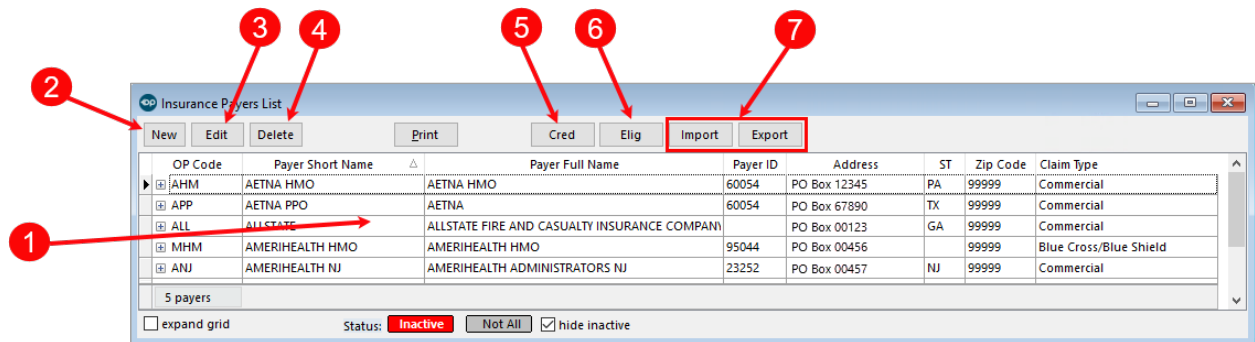


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