

We are currently updating the OP Help Center content for the release of OP 14.19 or OP 19. OP 19 is a member of the certified OP 14 family of products (official version is 14.19.1), which you may see in your software (such as in Help > About) and in the Help Center tabs labeled 14.19. You may also notice that the version number in content and videos may not match the version of your software, and some procedural content may not match the workflow in your software. We appreciate your patience and understanding as we make these enhancements.

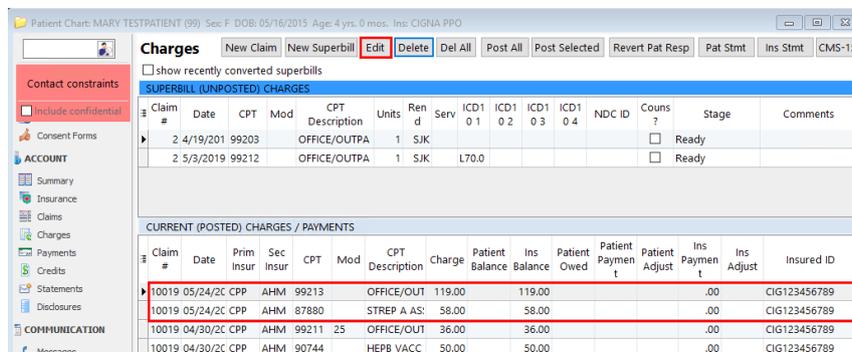
Editing a Claim

Last Modified on 10/21/2019 1:56 pm EDT

Version 14.19

To make corrections to current, or non-daysheeted, or posted charges from the Patient Chart:

1. Click the **Patient Chart** button on the Clinical, Billing, or Practice Management tab.
2. Click **Charges** from the Account section of the Window Navigation Panel.
3. Select the **Claim** that needs to be edited from the Current (Posted) Charges/Payments section of the window.
4. Click the **Edit** button. The Add/Edit Charges window is displayed.



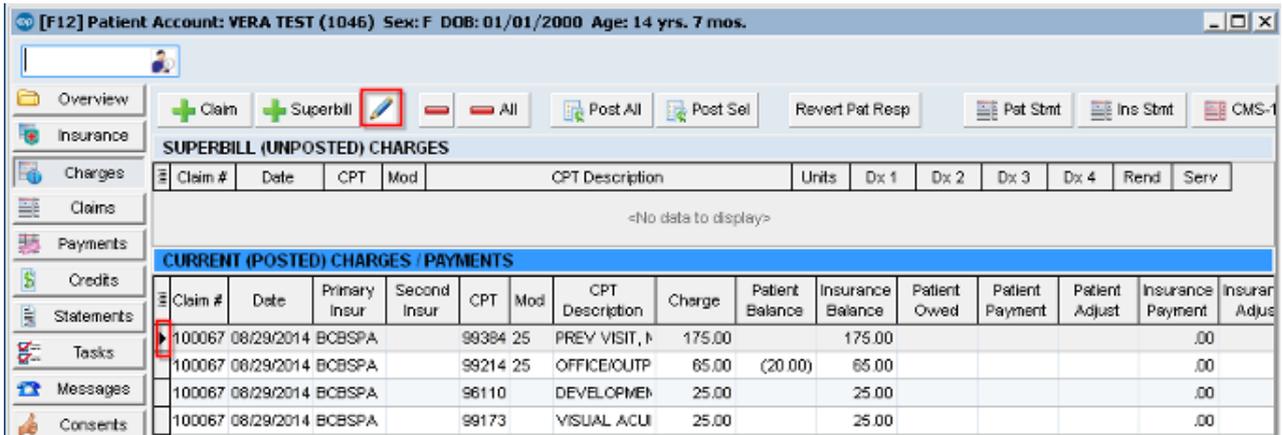
5. Modify **Fields** as necessary.
6. Click the **Save + Queue** button to send the edited Claim to the queue.

Version 14.10

Having to make a modification to a Claim can be an everyday occurrence. Follow the steps to make these corrections from the Patient Account.

1. Click the **Account** button  to open the Patient Account.
2. Click the **Charges** tab.
3. Click the **Edit** button.

4. Select the **Claim** to edit.



[F12] Patient Account: VERA TEST (1046) Sex: F DOB: 01/01/2000 Age: 14 yrs. 7 mos.

Overview + Claim + Superbill [edit] - All Post All Post Sel Revert Pat Resp Pat Stmt Ins Stmt CMS-1

SUPERBILL (UNPOSTED) CHARGES

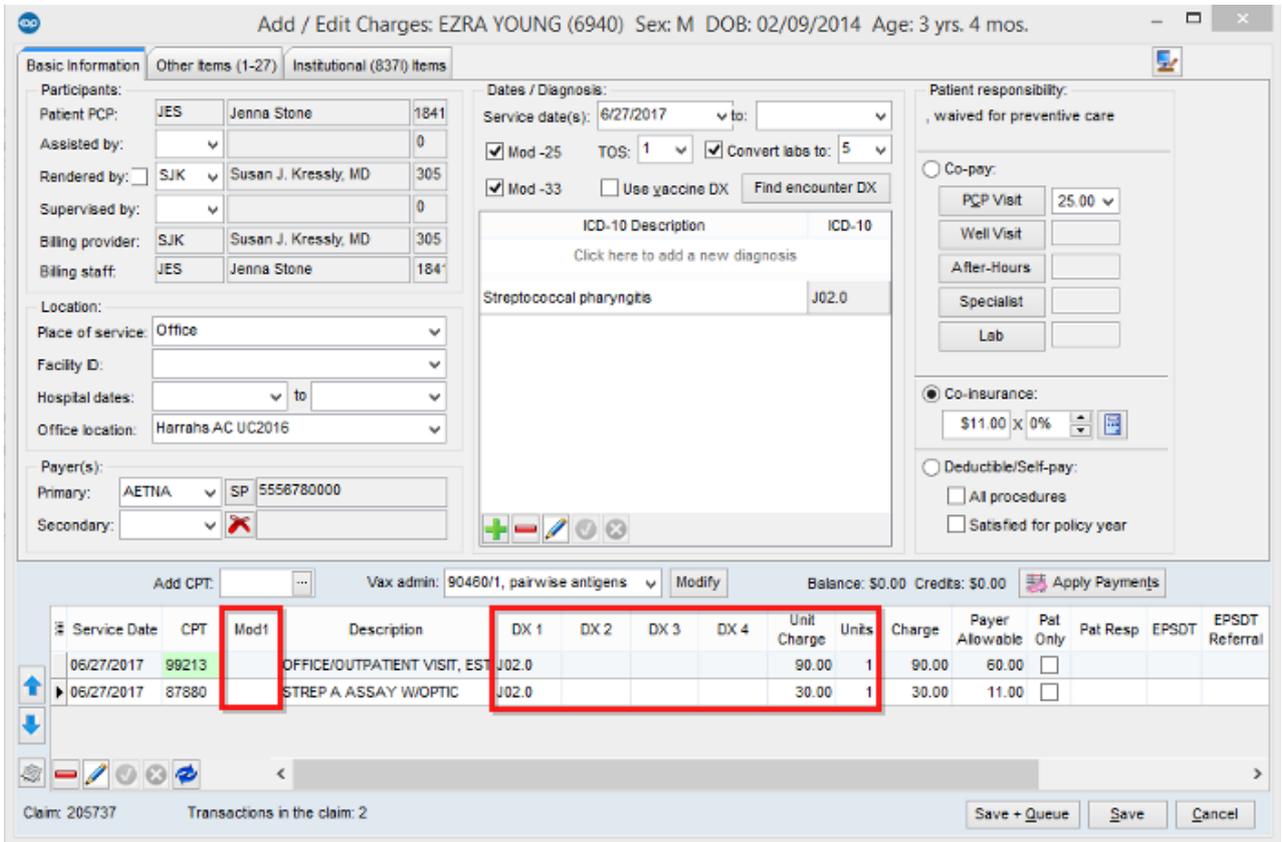
Claim #	Date	CPT	Mod	CPT Description	Units	Dx 1	Dx 2	Dx 3	Dx 4	Revd	Serv
-No data to display-											

CURRENT (POSTED) CHARGES / PAYMENTS

Claim #	Date	Primary Insur	Second Insur	CPT	Mod	CPT Description	Charge	Patient Balance	Insurance Balance	Patient Owed	Patient Payment	Patient Adjust	Insurance Payment	Insur Adjus
100067	08/29/2014	BCBSPA		99384	25	PREV VISIT, H	175.00		175.00				.00	
100067	08/29/2014	BCBSPA		99214	25	OFFICE/OUTP	65.00	(20.00)	65.00				.00	
100067	08/29/2014	BCBSPA		96110		DEVELOPME	25.00		25.00				.00	
100067	08/29/2014	BCBSPA		99173		VISUAL ACUI	25.00		25.00				.00	

5. Modify any **Fields** as necessary.

6. Click the **Save + Queue** button.



Add / Edit Charges: EZRA YOUNG (6940) Sex: M DOB: 02/09/2014 Age: 3 yrs. 4 mos.

Basic Information Other Items (1-27) Institutional (837) Items

Participants:
 Patient PCP: JES Jenna Stone 1841
 Assisted by: [dropdown] 0
 Rendered by: SJK Susan J. Kressly, MD 305
 Supervised by: [dropdown] 0
 Billing provider: SJK Susan J. Kressly, MD 305
 Billing staff: JES Jenna Stone 1841

Location:
 Place of service: Office
 Facility ID: [dropdown]
 Hospital dates: [dropdown] to [dropdown]
 Office location: Harrahs AC UC2016

Payer(s):
 Primary: AETNA SP 5556780000
 Secondary: [dropdown]

Dates / Diagnosis:
 Service date(s): 6/27/2017 to [dropdown]
 Mod-25 TOS: 1 Convert labs to: 5
 Mod-33 Use vaccine DX Find encounter DX

ICD-10 Description ICD-10
 Click here to add a new diagnosis
 Streptococcal pharyngitis J02.0

Patient responsibility:
 waived for preventive care
 Co-pay:
 PCP Visit 25.00
 Well Visit [dropdown]
 After-Hours [dropdown]
 Specialist [dropdown]
 Lab [dropdown]
 Co-insurance:
 \$11.00 x 0%
 Deductible/Self-pay:
 All procedures
 Satisfied for policy year

Add CPT: [dropdown] Vax admin: 90460/1, pairwise antigens Modify Balance: \$0.00 Credits: \$0.00 Apply Payments

Service Date	CPT	Mod	Description	DX 1	DX 2	DX 3	DX 4	Unit Charge	Units	Charge	Payer Allowable	Pat Only	Pat Resp	EPSDT	EPSDT Referral
06/27/2017	99213		OFFICE/OUTPATIENT VISIT, EST	J02.0				90.00	1	90.00	60.00	<input type="checkbox"/>			
06/27/2017	87880		STREP A ASSAY W/OPTIC	J02.0				30.00	1	30.00	11.00	<input type="checkbox"/>			

Claim: 205737 Transactions in the claim: 2 Save + Queue Save Cancel