

Billing Center: Overview

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Version 14.19



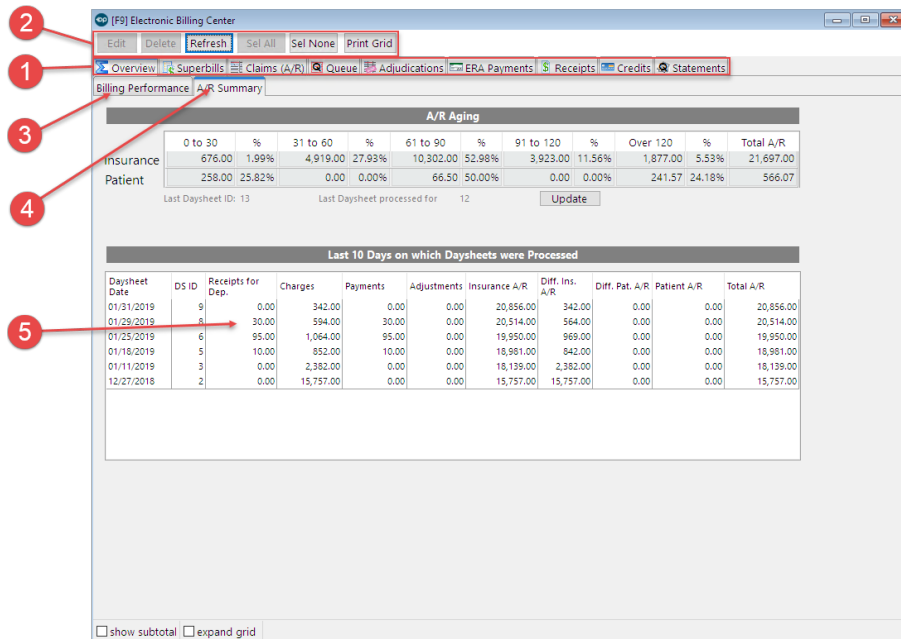
This window map article points out some of the important aspects of the window you're working with in OP but is not intended to be instructional. To learn about topics related to using this window, see the **Related Articles** section at the bottom of this page.

About Billing Center: Overview Tab

Path: Billing tab > Billing Center button > Overview tab

The Billing Center is the one-stop location in Office Practicum where claims are tracked. It lets you view claims from the time they are created until the time they are paid.

The Overview tab in the Electronic Billing Center provides insight into key financial performance indicators to assure claims and payments are flowing properly.



The screenshot shows the 'Electronic Billing Center' window with the 'Overview' tab selected. Callouts 1-5 point to the following elements:

- 1: Overview tab in the navigation bar
- 2: Edit, Delete, Refresh, Sel All, Sel None, Print Grid buttons
- 3: A/R Aging table
- 4: Last Daysheet ID and processed for information
- 5: Last 10 Days on which Daysheets were Processed table

	0 to 30	%	31 to 60	%	61 to 90	%	91 to 120	%	Over 120	%	Total A/R
Insurance	676.00	1.99%	4,919.00	27.93%	10,302.00	52.98%	3,923.00	11.56%	1,877.00	5.53%	21,697.00
Patient	258.00	25.82%	0.00	0.00%	66.50	50.00%	0.00	0.00%	241.57	24.18%	566.07

Daysheet Date	DS ID	Receipts for Dep.	Charges	Payments	Adjustments	Insurance A/R	Diff. Ins. A/R	Diff. Pat. A/R	Patient A/R	Total A/R
01/31/2019	9	0.00	342.00	0.00	0.00	20,856.00	342.00	0.00	0.00	20,856.00
01/29/2019	8	30.00	594.00	30.00	0.00	20,514.00	564.00	0.00	0.00	20,514.00
01/25/2019	6	95.00	1,064.00	95.00	0.00	19,950.00	969.00	0.00	0.00	19,950.00
01/18/2019	5	10.00	852.00	10.00	0.00	18,981.00	842.00	0.00	0.00	18,981.00
01/11/2019	3	0.00	2,382.00	0.00	0.00	18,139.00	2,382.00	0.00	0.00	18,139.00
12/27/2018	2	0.00	15,757.00	0.00	0.00	15,757.00	15,757.00	0.00	0.00	15,757.00

Billing Center: Overview Tab Map

Number	Section	Description
1	Billing Center Tabs	<p>The Electronic Billing Center contains the following tabs:</p> <ul style="list-style-type: none"> • Overview • Superbills • Claims (A/R) • (Transmit) Queue • Adjudications • ERA Payments • Receipts • Credits

		<ul style="list-style-type: none"> • Statements (Queue)
2	Function buttons	The Function buttons change based upon the tab selected. However, some main function buttons appear on every tab. The main function buttons are Edit, Delete, Select All (items), Select None, and Print grid.
3	Billing Performance tab	The metrics shown on the Billing Performance tab monitor the flow of transactions from the moment superbills are created through the insurance claims processing cycle and the collection of money owed by the patients.
4	A/R Summary tab	<p>The A/R Summary tab provides the account receivable summary. The tab has two areas, A/R Aging and Last 10 days in which Daysheets were Processed.</p> <ul style="list-style-type: none"> • An Accounts Receivable Aging report is a key metric in understanding the financial status of the practice. It shows who owes money and for how long. • The Last 10 Days on which Daysheets were Processed Grid gives a snapshot of the most recent financial activity in your practice.
5	OP Insights grid	The OP Insights grid provides you with at-a-glance insights on key financial performance indicators to assure your claims and payments are flowing properly.

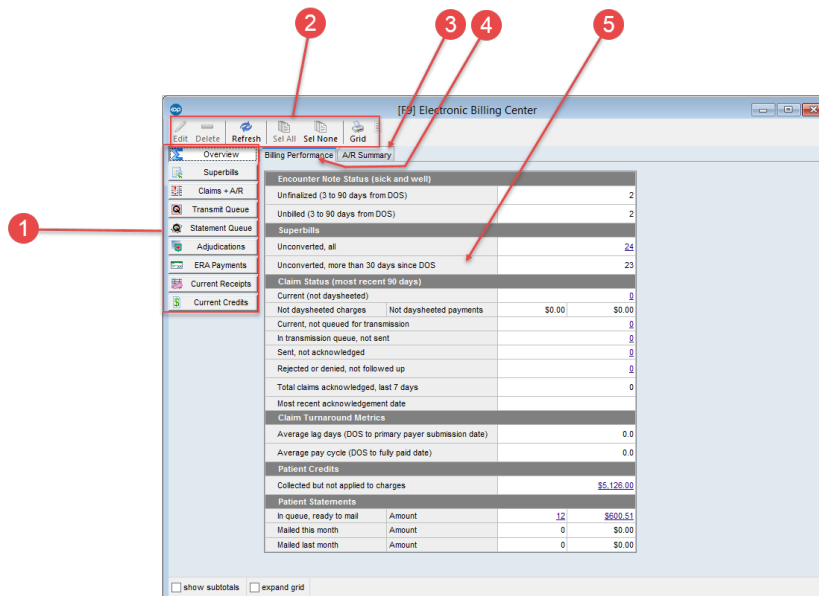
Version 14.10

About Electronic Billing Center: Overview Tab

Path: Smart Toolbar > Billing button > Overview tab

The Electronic Billing Center, or eBilling Center, is the one-stop location in Office Practicum where claims are tracked. It lets you view claims from the time they are created until the time they are paid.

The Overview tab in the Electronic Billing Center provides insight on key financial performance indicators to assure claims and payments are flowing properly.



Electronic Billing Center: Overview Tab Map

Number	Section	Description

1	Electronic Billing Center Left Tabs	<p>The Electronic Billing Center contains the following tabs:</p> <ul style="list-style-type: none"> • Overview • Superbills • Claims + A/R • Transmit Queue • Statement Queue • Adjudications • ERA Payments • Current Receipts • Current Credits
2	Function buttons	<p>The Function buttons change based upon the tab selected. However, some main function buttons appear on every tab. The main function buttons are Edit, Delete, Select All (items), Select None, and Print grid.</p>
3	A/R Summary tab	<p>The A/R Summary tab provides the account receivable summary. The tab has two areas, A/R Aging and Last 10 days in which Daysheets were Processed.</p> <ul style="list-style-type: none"> • An Accounts Receivable Aging report is a key metric in understanding the financial status of the practice. It shows who owes money and for how long. • The Last 10 Days on which Daysheets were Processed Grid gives a snapshot of the most recent financial activity in your practice.
4	Billing Performance tab	<p>The metrics shown on the Billing Performance tab monitor the flow of transactions from the moment superbills are created through the insurance claims processing cycle and the collection of money owed by the patients.</p>
5	OP Insights grid	<p>The OP Insights grid provides you with at-a-glance insights on key financial performance indicators to assure your claims and payments are flowing properly.</p>