

Billing Center: Transmit Queue

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Version 14.19



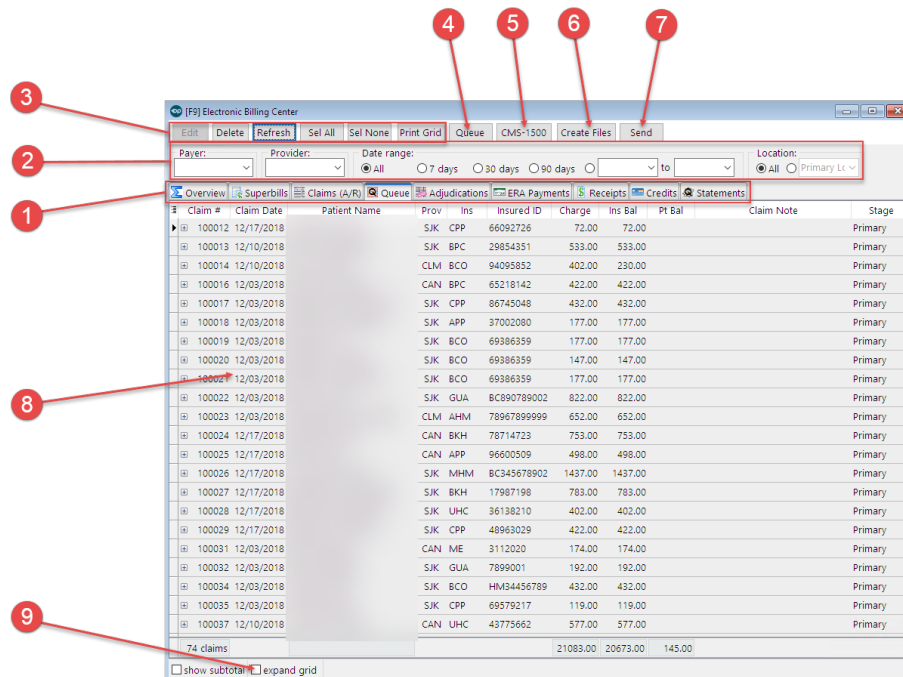
This window map article points out some of the important aspects of the window you're working with in OP but is not intended to be instructional. To learn about topics related to using this window, see the **Related Articles** section at the bottom of this page.

About Billing Center: (Transmit) Queue Tab

Path: Billing tab > Billing Center button > Queue 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 Transmit Queue lists the claims that are ready to be sent to the clearinghouse. The claims can be sent from this tab.



Billing Center: (Transmit) Queue 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	Scope	The Scope selections determine the data available in the Transmit Queue grid. All scope options may be applied in the Transmit Queue tab.
3	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 the preview of the Transmit Queue list (without claim details).
4	Queue button	The Queue button prints the claim details for the items listed in the Transmittal Queue.
5	Create Files button	The Create Files button creates a .CSV output file of statements to send to a clearinghouse or mailing house with whom you have contracted to print and mail your statements for you.
6	Send button	The Send button transmits the unsent items in the transmittal queue to the clearinghouse.
7	CMS-1500 button	The CMS-1500 button prints paper claims for HCFA-based insurance payers for all selected transactions. CMS-1500 forms should be in the printer when using this function.
8	Transmit Queue grid	The Transmit Queue grid lists the claims in the transmit queue. Claim details can only be displayed for one claim date at a time by expanding the claim.
9	Expand Grid checkbox	The Expand Grid checkbox expands and collapses the last claim in the Transmit Queue grid.

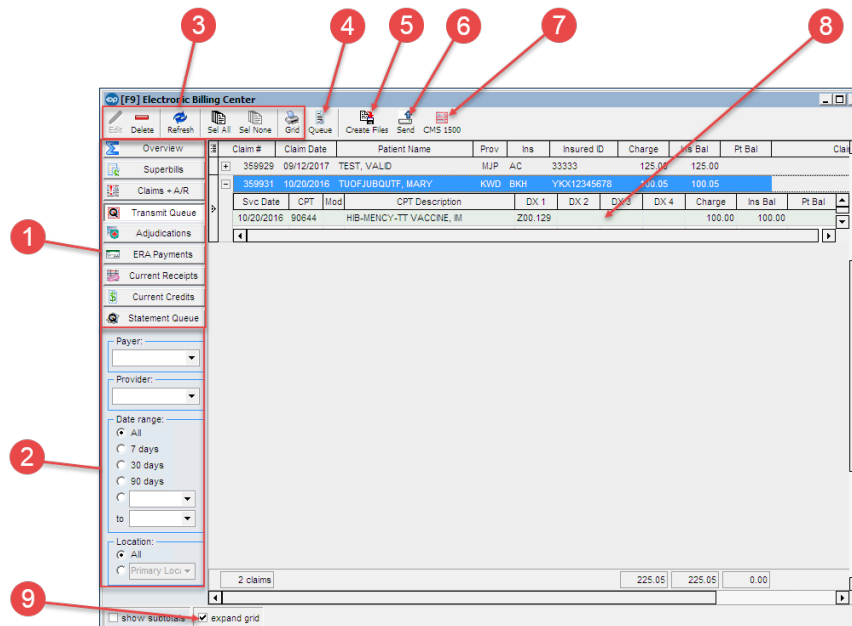
Version 14.10

About Electronic Billing Center: Transmit Queue Tab

Path: Smart Toolbar > Billing button > Transmit Queue 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 Transmit Queue lists the claims that are ready to be sent to the clearinghouse. The claims can be sent from this tab.



Electronic Billing Center: Transmit Queue 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	Scope	The Scope selections determine the data available in the Transmit Queue grid. All scope options may be applied in the Transmit Queue tab.
3	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 the preview of the Transmit Queue list (without claim details).
4	Queue button	The Queue button prints the claim details for the items listed in the Transmittal Queue.
5	Create Files button	The Create Files button creates a .CSV output file of statements to send to a clearinghouse or mailing house with whom you have contracted to print and mail your statements for you.
6	Send button	The Send button transmits the unsent items in the transmittal queue to the clearinghouse.
7	CMS-1500 button	The CMS-1500 button prints paper claims for HCFA-based insurance payers for all selected transactions. CMS-1500 forms should be in the printer when using this function.

8	Transmit Queue grid	The Transmit Queue grid lists the claims in the transmit queue. Claim details can only be displayed for one claim date at a time by expanding the claim.
9	Expand Grid checkbox	The Expand Grid checkbox expands and collapses the last claim in the Transmit Queue grid.