

Billing Center: Current Receipts

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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.

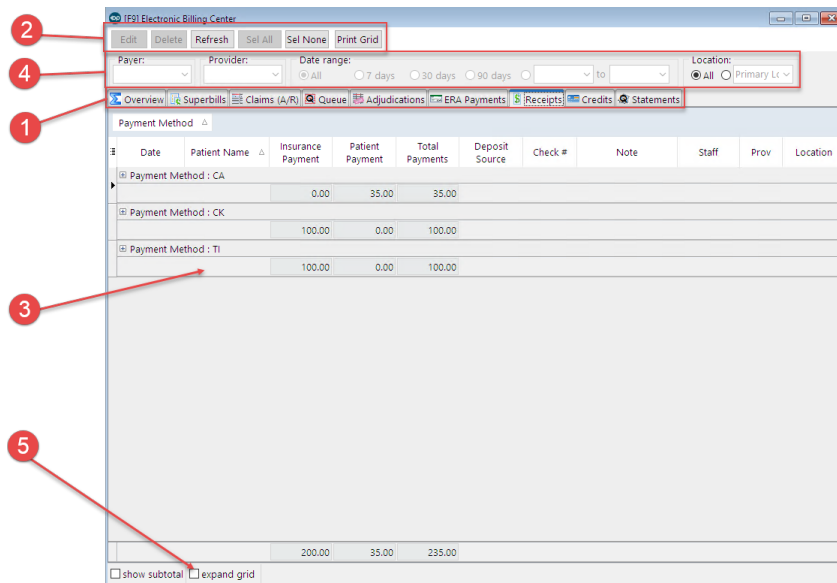
About Billing Center: Receipts Tab

Path: Billing tab > Billing Center button > Receipts 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 Current Receipts tab helps to balance the receipts you have collected for the day. If you want to change the view of the Current Receipts report, click the links below for further instruction.

- [Filtering data](#)
- [Sorting data](#)
- [Grouping data](#)
- [Add, Remove or Reorder columns](#)



Billing Center: Receipts 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

		<ul style="list-style-type: none"> • ERA Payments • Receipts • Credits • 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 the list of items in the grid.
3	Current Receipts grid	The Current Receipts grid shows the transactions for the current day. At the end of the workday, it is best practice to close out the day's work and prepare for the next day. If the office has more than one cash drawer, (one at the front desk and one at check out) most likely the staff members will have to balance their own drawers and pass their collected funds for the day to the back office. This grid helps to balance those receipts.
4	Scope (Location)	The Scope (Location) selection determines the data available in the Receipts grid.
5	Expand grid checkbox	The Expand Grid checkbox expands and collapses the categories within the grid.

Version 14.10

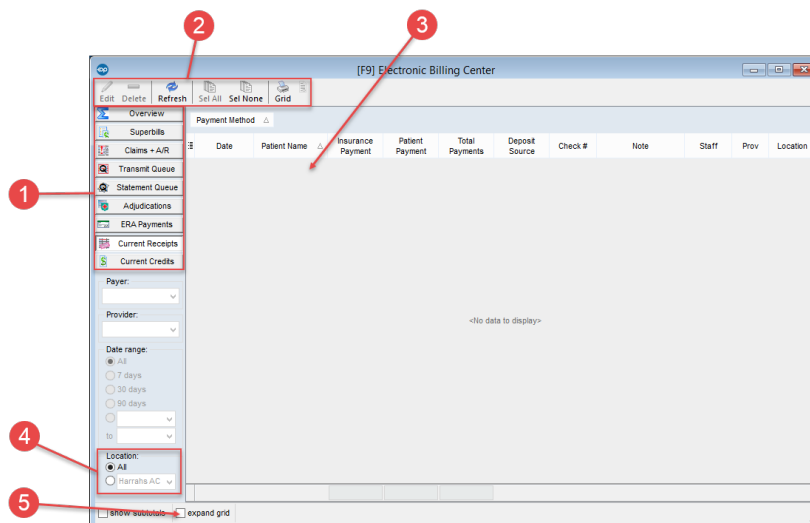
About Electronic Billing Center: Current Receipts Tab

Path: Smart Toolbar > Billing button > Current Receipts 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 Current Receipts tab helps to balance the receipts you have collected for the day. If you want to change the view of the Current Receipts report, click a link below for further instruction.

- [Filtering data](#)
- [Sorting data](#)
- [Grouping data](#)
- [Add, Remove or Reorder columns](#)



Electronic Billing Center: Current Receipts 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 the list of items in the grid.</p>
3	Current Receipts grid	<p>The Current Receipts grid shows the transactions for the current day. At the end of the work day, it is best practice to close out the day's work and prepare for the next day. If the office has more than one cash drawer, (one at the front desk and one at check out) most likely the staff member's will have to balance their own drawers and pass their collected funds for the day to the back office. This grid helps to balance those receipts.</p>
4	Scope (Location)	<p>The Scope (Location) selection determines the data available in the Current Receipts grid.</p>
5	Expand grid checkbox	<p>The Expand Grid checkbox expands and collapses the categories within the grid.</p>