

Billing Reports: Daysheet Log

Last Modified on 05/23/2019 10:17 am EDT

Version 14.19


When to Use this Report

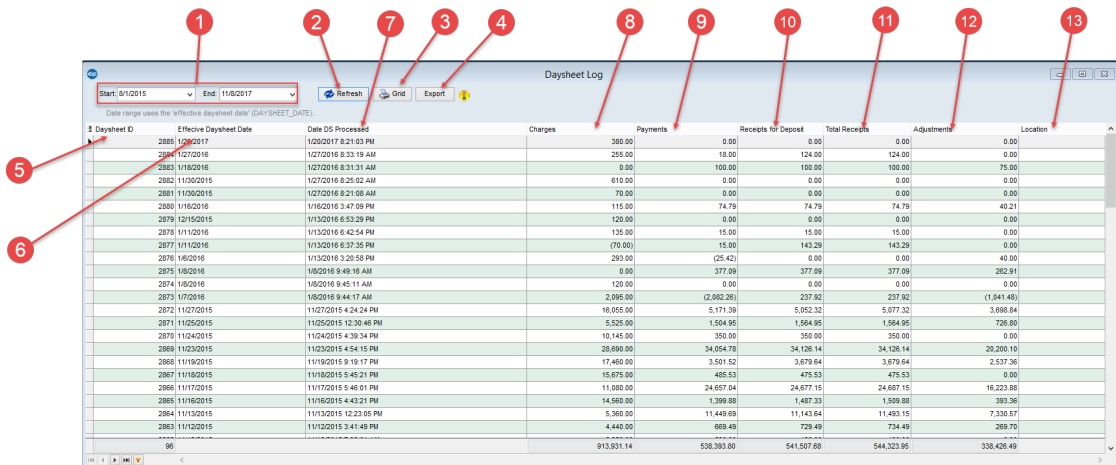
Use the Daysheet Log when a user wishes to view pertinent financial totals from each daysheet processed.

About Daysheet Log

Path: Reports menu > Daysheet Log

The Daysheet Log gathers and displays the pertinent financial totals from each daysheet processed. This report is intended to be a quick reference table for the financial information that is recorded daily.

Note: More columns are available in the data grid than shown in the map below. The map only describes the columns displayed in the map. To see the total list of columns, select the column selection icon in the upper-left area of the grid ().



The screenshot shows the Daysheet Log interface. Callouts 1-13 point to the following elements:

- 1: Start and End Date fields (1/1/2015 to 11/30/2017)
- 2: Refresh button
- 3: Grid button
- 4: Export button
- 5: Daysheet ID column
- 6: Effective Daysheet Date column
- 7: Date DD Processed column
- 8: Charges column
- 9: Payments column
- 10: Receipts for Deposit column
- 11: Total Receipts column
- 12: Adjustments column
- 13: Location column

Daysheet ID	Effective Daysheet Date	Date DD Processed	Charges	Payments	Receipts for Deposit	Total Receipts	Adjustments	Location
2885	1/27/2016	1/27/2016 8:21:03 PM	380.00	0.00	0.00	0.00	0.00	0.00
2884	1/27/2016	1/27/2016 8:33:19 AM	255.00	18.00	124.00	124.00	0.00	0.00
2883	1/18/2016	1/27/2016 8:31:31 AM	0.00	100.00	100.00	100.00	0.00	75.00
2882	1/1/2016	1/27/2016 8:25:02 AM	810.00	0.00	0.00	0.00	0.00	0.00
2881	1/1/2016	1/27/2016 8:21:56 AM	70.00	0.00	0.00	0.00	0.00	0.00
2900	1/18/2016	1/16/2016 3:47:06 PM	115.00	74.75	74.75	74.75	0.00	40.21
2878	1/11/2016	1/13/2016 6:53:29 PM	120.00	0.00	0.00	0.00	0.00	0.00
2876	1/11/2016	1/13/2016 6:42:54 PM	135.00	15.00	15.00	15.00	0.00	0.00
2877	1/11/2016	1/13/2016 6:37:35 PM	(70.00)	15.00	143.29	143.29	0.00	0.00
2876	1/6/2016	1/13/2016 3:20:50 PM	290.00	(25.42)	0.00	0.00	0.00	40.00
2875	1/6/2016	1/6/2016 9:49:16 AM	0.00	377.09	377.09	377.09	0.00	262.91
2874	1/6/2016	1/6/2016 9:45:11 AM	120.00	0.00	0.00	0.00	0.00	0.00
2873	1/7/2016	1/6/2016 9:44:17 AM	2,095.00	(2,082.28)	237.82	237.82	0.00	(1,041.48)
2872	1/1/2016	1/1/2016 4:24:24 PM	16,955.00	5,171.39	5,052.32	5,077.32	0.00	3,690.84
2871	1/25/2015	1/25/2015 12:30:40 PM	5,525.00	1,504.95	1,584.95	1,584.95	0.00	728.00
2870	1/1/2015	1/1/2015 4:39:34 PM	10,145.00	350.00	350.00	350.00	0.00	0.00
2869	1/1/2015	1/1/2015 4:54:15 PM	20,890.00	34,054.78	34,126.14	34,126.14	0.00	20,200.10
2868	1/1/2015	1/1/2015 9:19:17 PM	17,460.00	3,501.52	3,679.84	3,679.84	0.00	2,537.36
2867	1/1/2015	1/1/2015 5:45:21 PM	15,875.00	485.53	475.53	475.53	0.00	0.00
2866	1/1/2015	1/1/2015 5:46:01 PM	11,080.00	24,687.64	24,677.15	24,687.15	0.00	16,223.88
2865	1/1/2015	1/1/2015 4:43:21 PM	14,560.00	1,309.98	1,487.33	1,509.88	0.00	393.36
2864	1/1/2015	1/1/2015 12:23:05 PM	5,360.00	11,449.69	11,143.64	11,143.15	0.00	7,330.87
2863	1/1/2015	1/1/2015 3:41:49 PM	4,440.00	689.49	729.49	734.49	0.00	269.70
90			913,931.14	538,360.00	541,507.66	544,320.95	0.00	338,426.49

Daysheet Log Map

Number	Section	Description
1	Date Range	The Start and End Date fields set the date range to display the daysheets that were processed during that time frame.

2	Refresh button	The Refresh button refreshes the data in the daysheet Log grid.
3	Print button	The Print button prints the daysheet log grid.
4	Export	The Export button exports the data in the daysheet log grid as either an Excel file (.xls) or a Delimited file (.csv).
5	Daysheet ID	The Daysheet ID is the system generated number given to a daysheet when the daysheet is processed.
6	Effective Datsheet Date	<p>Processing daysheets consistently and using the effective daysheet date according to a protocol determined by the office is the only way that financial reports will be accurate.</p> <ul style="list-style-type: none"> • Productivity report. • Financial Summary reports showing receipts for deposit. • Historical A/R Analysis report.
7	Date DS Processed	The Date DS Processed column provides the physical date when the daysheet was ran.
8	Charges	The Charges column displays the total of all billed charges for the processed daysheet.
9	Payments	The Payments column displays the the total for all directly applied 'new' money and any applied amounts from credit accounts for the processed daysheet.
10	Receipts for Deposit	The Receipts for Deposit are shown on the daysheet and in the Standard Reports form. This reflects 'new' money collected. It includes payment transactions and patient credit account entries of credit cards, check, cash, and electronic funds transfer. This number does not include payments entered by transferring previously collected money from the patient credit account. The Financial Summary is the sum of payments and patients credits collected as designated as CK, CA, CC, BC, OF, EF.
11	Total Receipts	The Total Receipts include all items except those designated 'PC', 'AD', 'T', or 'R'.
12	Adjustments	The Adjustments column displays the total of all Adjustment transactions with the processed daysheet.
13	Location	The Location column displays the location for the processed daysheet. This is useful for practices that have multiple locations.

Calculation Information

This report is based on the database table 'DayLog'.

An entry is automatically made into this table when a daysheet is processed. Entries exactly match the results that are shown on the daysheet.

All transactions are included in a daysheet: Capitation, practice level adjustments, voids, payments, and credits collected.

Version 14.10


When to Use this Report

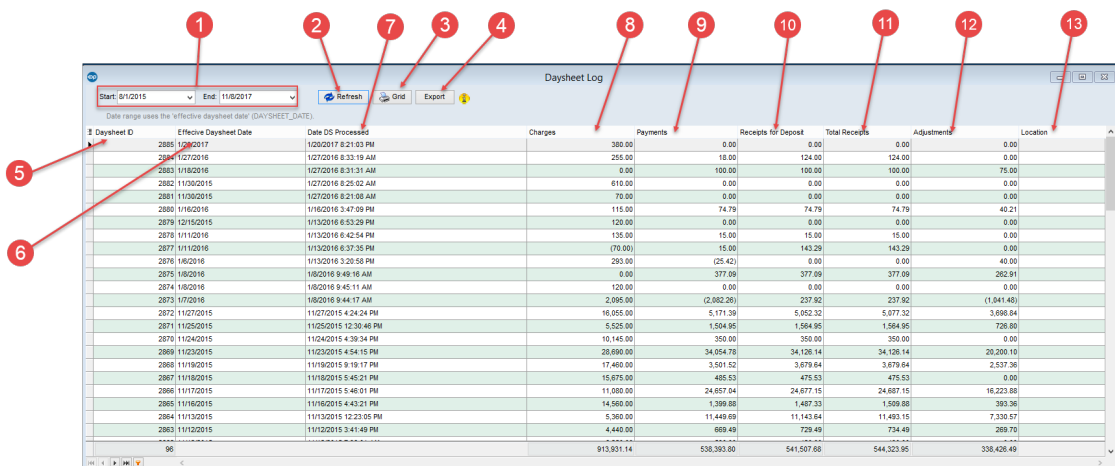
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2884	11/27/2016	11/27/2016 8:33:19 AM	255.00	18.00	124.00	124.00	0.00	0.00
2883	11/18/2016	11/18/2016 8:31:31 AM	0.00	100.00	100.00	100.00	75.00	0.00
2882	11/30/2015	11/30/2015 8:25:02 AM	810.00	0.00	0.00	0.00	0.00	0.00
2881	11/05/2015	11/05/2015 8:21:00 AM	79.00	0.00	0.00	0.00	0.00	0.00
2880	11/16/2016	11/16/2016 3:47:09 PM	115.00	74.79	74.79	74.79	74.79	40.21
2879	12/15/2015	12/15/2015 6:53:29 PM	120.00	0.00	0.00	0.00	0.00	0.00
2878	11/11/2016	11/11/2016 6:42:54 PM	135.00	15.00	15.00	15.00	0.00	0.00
2877	11/11/2016	11/11/2016 6:37:35 PM	(70.00)	15.00	143.29	143.29	0.00	0.00
2876	11/02/2016	11/02/2016 3:28:50 PM	293.00	(25.42)	0.00	0.00	0.00	40.00
2875	11/02/2016	11/02/2016 9:49:18 AM	0.00	377.00	377.00	377.00	377.00	282.91
2874	11/02/2016	11/02/2016 9:45:11 AM	120.00	0.00	0.00	0.00	0.00	0.00
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2865	11/16/2015	11/16/2015 4:43:21 PM	14,560.00	1,339.98	1,487.33	1,509.88	393.56	0.00
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2863	11/12/2015	11/12/2015 3:41:49 PM	4,440.00	689.49	729.49	734.49	289.70	0.00
96			915,931.14	538,369.98	541,607.68	544,320.95	336,426.49	0.00

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