

Billing Transaction Analysis: Patient Credit Account

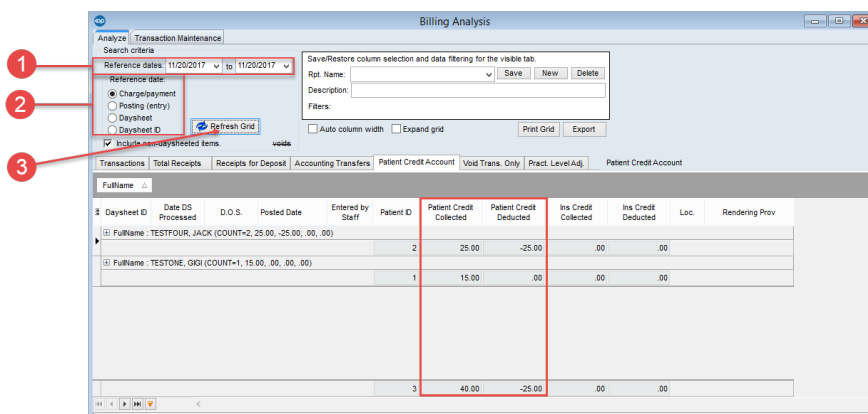
Last Modified on 05/23/2019 2:21 pm EDT

Version 14.19

When to Use this Report

Use this report to view credits that were credited and debited from patient credit accounts for a specified period. For example, if you wish to look at all collected and debited credits that were entered into the system for a period of a day, select the date range to be a one day (1), choose your reference (2), and click the **Refresh Grid** button (3).

Users will be able to see what money has been entered into OP and debited out of the accounts with this report. If there is more credit than debit, you will know that the application of the credit did not occur (or did not occur within the selected time frame).




This will show users all credited and debited credit transactions for the time period that the user requested (indicated by the blocked area of the grid in the image above).

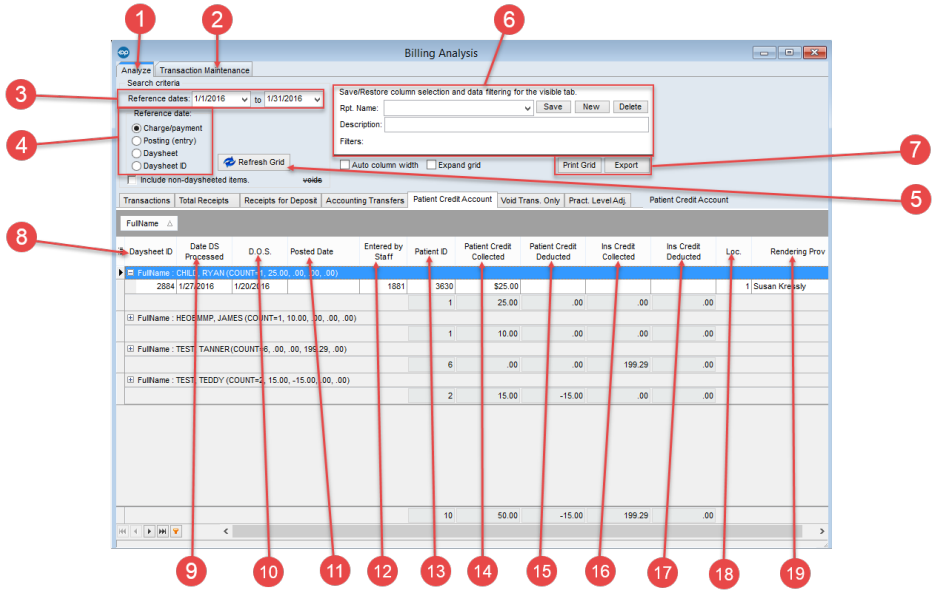
About Billing Analysis: Patient Credit Account

Path: Reports menu > Billing Transaction Analysis > Patient Credit Account tab

This report displays accounts credited in and debited out of the patient credit accounts.

Note: More columns are available in the data grid than shown in the map below. The map only

1 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 ().



Billing Analysis: Patient Credit Account Map

Number	Section	Description
1	Analyze tab	The Analyze tab shows transactions for particular categories based on set search criteria. It creates a financial report with each transaction having its own entry.
2	Transaction Maintenance tab	The Transaction Maintenance tab shows transactions where the logged-in user is either the Rendering, Billing, Supervising, or Service Provider. Transactions can be updated with the name of the rendering provider (REND_ADDR_ID) of the charge that was paid in this tab. Only transactions with a null value will be update from this tab (where REND_ADDR_ID=null or 0).
3	Reference dates (range)	The Reference Dates set the start and end date for the displayed report's date range. Reports that meet the criteria and fall within the selected date range will appear in the standard reports grid.
		<p>The Report Reference Criteria settings narrow the information displayed in the grid after selecting a reference date criteria. The selections include:</p> <ul style="list-style-type: none"> • Charge/payment: This report pulls based on the charge date (usually the date of service) and payments and adjustments according to their payment date (which can be backdated at the time of posting). The Charge/Payment help to displays

4	Report Reference Criteria	<p>CPT activity reports.</p> <ul style="list-style-type: none"> • Posting (entry): This report accesses charges, payments, and transactions that have a posting date within the time frame selected. The Posting (Entry) selection displays when a transaction was attached to the patient account. • Daysheet: When the payment is locked in and archived on the daysheet, the data will display based on the daysheet date. • Daysheet ID: This grid displays data based on the OP assigned Daysheet ID that was created during the selected date range.
5	Refresh Grid button	The Refresh Grid button will display the latest data in the grid based upon the Reference Dates and Report Reference Criteria filter selections.
6	Report Template Recorder	Once a grid is customized, you can save the report layout as a template using the Report Template Recorder. You can Save/Restore column selections and data filtering for the visible tab.
7	Print/Export functions	The Print Grid and Export buttons are used to print the grid (using the Print Grid button) or Exporting the data to Excel (using the Export button).
8	Daysheet ID	The Daysheet ID column displays the daysheet identifier for the indicated transaction.
9	Date Daysheet Processed	The Date Daysheet Processed column displays the date that the daysheet was created.
10	Date of Service	The Date of Service column lists the date of service for the indicated transaction.
11	Posted Date	The Posted Date indicates when the transaction was posted.
12	Entered by Staff	The Entered by Staff column identifies the staff member that entered the transaction.
13	Patient ID	The Patient ID column displays the patient identifier for the indicated transaction.
14	Patient Credit Collected	The Patient Credit Collected column displays the credit that was collected toward the patient account.
15	Patient Credit Deducted	The Patient Credit Deducted column displays the credit that was debited against the patient account.
16	Insurance Credit Collected	The Insurance Credit Collected column displays the credit that was collected toward the patient's insurance payer account.

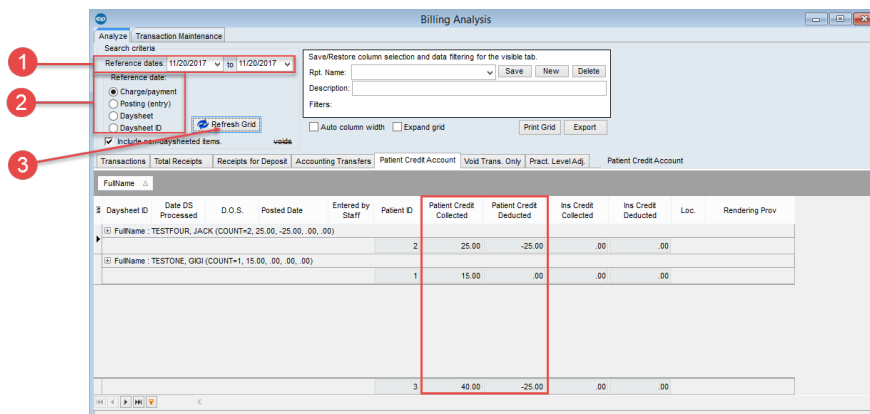
17	Insurance Credit Deducted	The Insurance Credit Deducted column displays the credit that was debited against the patient's insurance payer account.
18	Location	The Location column displays the location identifier for the credit payment. This is useful for practices that have multiple locations.
19	Rendering Provider	The Rendering Provider column lists the name of the provider for the transaction.

Version 14.10

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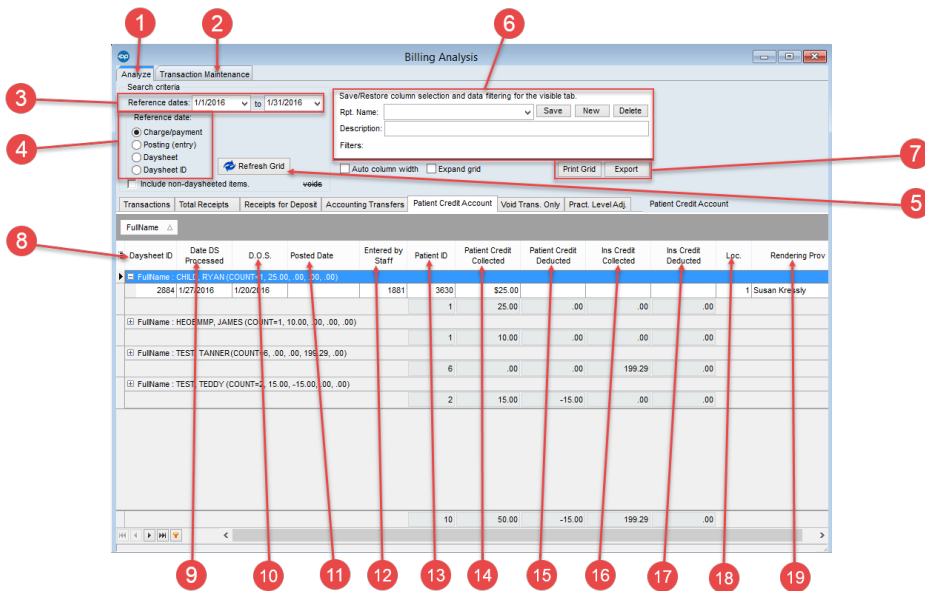
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