Override Change Reason

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> 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 Override Change Reason

> **Path: Billing tab > Billing Center button > ERA Payments tab > ERA Ellipses button > Override Out of Balance Indicator checkbox**

The Override Change Reason window is used to record the reason why an out-of-balance ERA payment override was performed. The reason entered in this free-text box is displayed in the Note field for the corresponding ERA Payment and recorded in the Audit Trail.
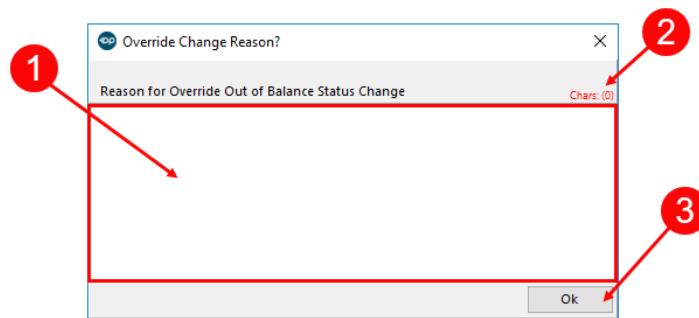
Override Change Reason Map

Number	Section	Description
1	Reason Entry Field	This free-text field is used to input the reason an Override Out of Balance Indicator was either added or removed from an ERA Payment.
2	Character Count	The characters entered into the Reason Entry Field are counted here.
3	OK button	The OK button is used to save the reason and close the Override Change Reason window.