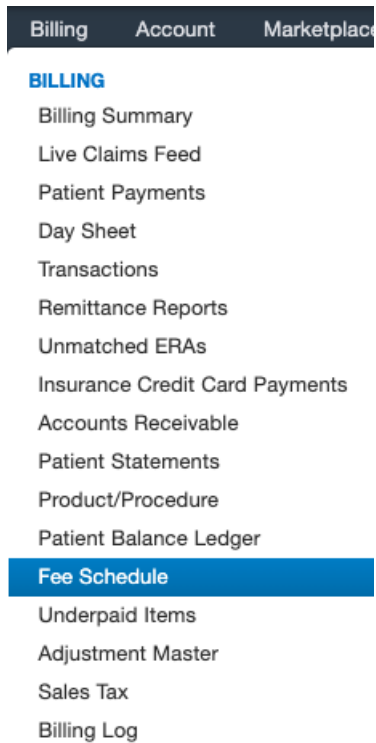


Using a Billing Picklist

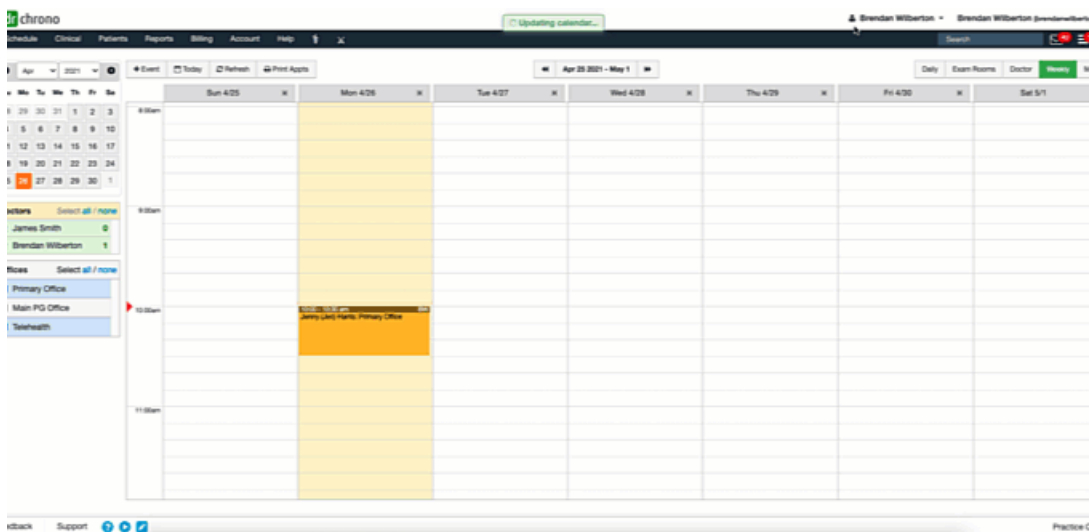
07/24/2024 10:11 pm EDT

The billing picklist allows you to create a list of frequently used codes giving you the ability to quickly select and add the codes you use most often to a visit.

The billing picklist can be set up under **Billing > Fee Schedule**. See our article for more information on the [fee schedule](#) or [Creating a Billing Picklist](#) article.

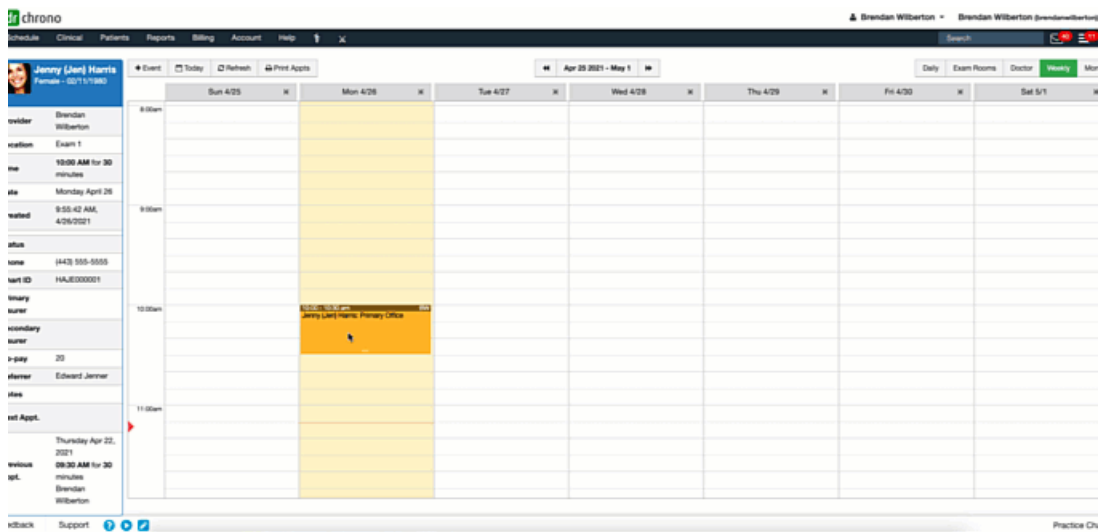


To access the billing pick list from the appointment window, select the **Billing** tab. Click **Choose Codes from Pick List**. Select the codes by clicking on the + next to the code. You can also search for a code. When finished, select + **Add Selected Codes and Save**.



You can also access the Pick List through the clinical note. Open the note, and select **Billing** from the menu on the

left. Select **Billing Pick List**. Select the codes by clicking on the + next to the code. You can also search for a code. When finished, select + **Add Selected Codes**



The Pick List is also available in the billing details screen in the Live Claims Feed. **Billing > Live Claims Feed**.

Jenny (Jen) Harris – 04/22/2021
Primary Office [11] – Exam 1

[View Service](#) [+ EOB](#) [SuperBill](#)

Billing Status Balance Due

ICD Version ICD-10

Pt Payment \$ 81 Copay: \$20.00

Payment Profile Cash

Pt Payment Due

Billing Profile Select Profile

Billing Pick List [Choose from Pick List](#)

Diagnosis Pick List [Choose from Pt Problems](#)

Payer pre-auth #

Do Not Transmit Do not transmit authorization number to payer

Referral #

Billing Facility

Purchased Serv Provider

Appointment Notes

Follow-up Date

Billing Notes