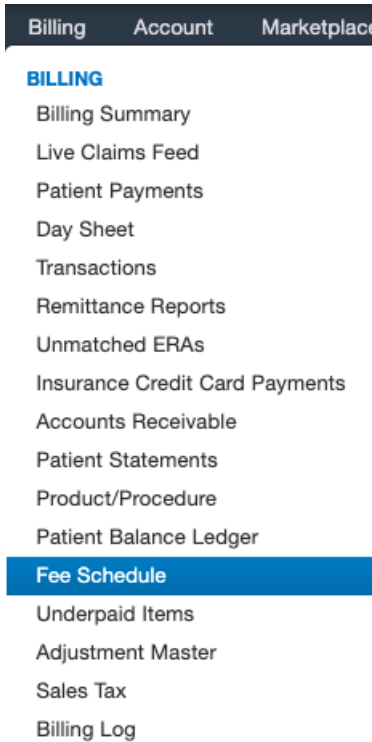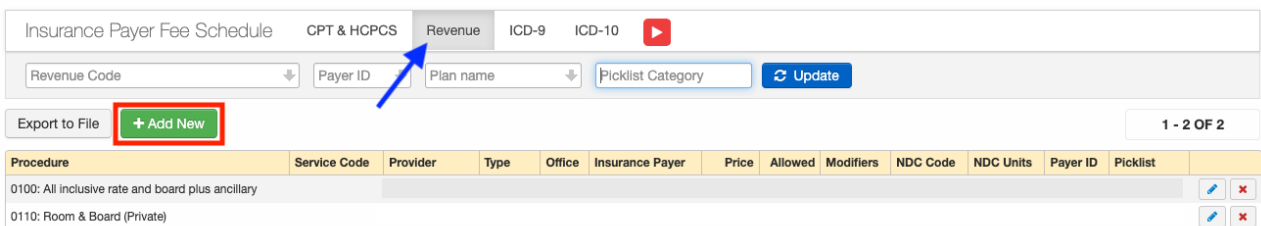# How to add revenue codes to a fee schedule v1
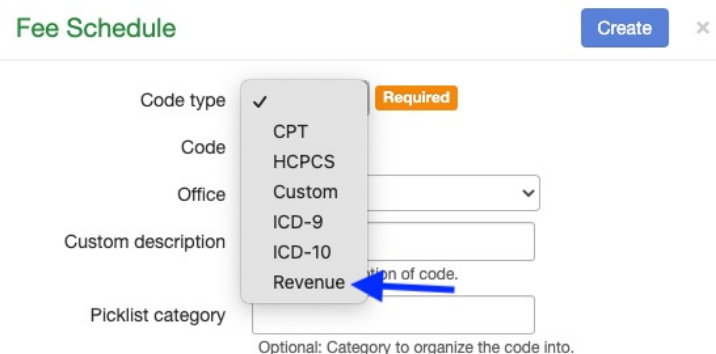
07/24/2024 5:05 pm EDT

1. Hover over **Billing** in your navigation bar and select **Fee Schedule**.

Make sure you are on the **Revenue** tab.

2. Click on **+ Add New** and choose **Revenue** from the **Code Type** dropdown.

3. Enter the revenue code in the **Code** search field, Base price (the price you would like to charge for that service), and click on **Create**.

Fee Schedule

Create ✕

Code type	Revenue ∨
Code	⬇ **Required**
Service Code	⬇
Base price	$ 0.00 **Required**
Expected Reimbursement	$ 0.00 — Typical allowed amount for payer. Not used if blank.
CPT/HCPCS Modifier	☐☐☐☐
Office	∨
NDC Code	⬇
NDC Quantity	1.000
NDC Units	--------- ∨
Payer id	
	Use 'Cash' for self pay and cash patients.
Plan Name	
Custom description	
	Custom description of code.
Picklist category	
	Optional: Category to organize the code into.

4. You can utilize the Picklist category option (bottom of the list) to further organize multiple related codes into groups to aid in quickly locating and adding them to a patient's charges.