## How to add revenue codes to a fee schedule v1

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



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

Insurance Payer Fee Schedule	CPT & HCP	CS Revenue	e ICD-	9 IC	D-10								
Revenue Code	Payer ID	Plan na	me	+	Picklist Category		C Upd	ate					
Export to File + Add New	•											1 - 3	2 OF 2
Procedure	Service Code	Provider	Туре	Office	Insurance Payer	Price	Allowed	Modifiers	NDC Code	NDC Units	Payer ID	Picklist	
0100: All inclusive rate and board plus ancillary													2 ×
0110: Room & Board (Private)													<ul> <li>×</li> </ul>

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

ee Schedule		Create	
Code type	~	Required	
Code	CPT HCPCS		
Office	Custom	~	
Custom description	ICD-9 ICD-10		
Picklist category	Revenue	itipn of code.	

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.         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.