

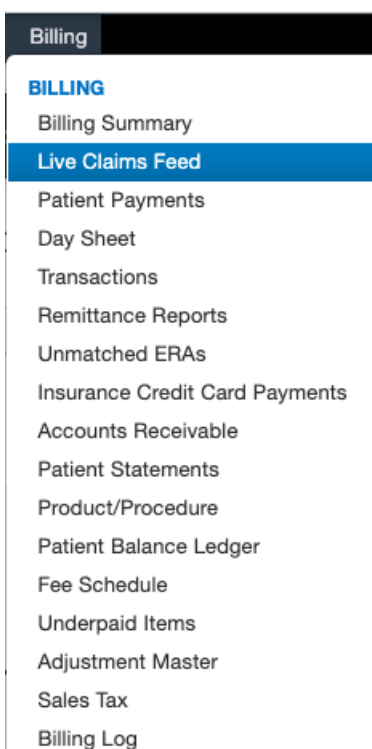
How to Submit a Claim to an Insurance Company

07/24/2024 4:55 pm EDT

You can submit claims from two different screens.

Follow the steps outlined below to submit the claim from the Live Claims Feed screen:

1. Hover the cursor on **Billing** and select **Live Claims Feed**.
2. Enter the Patients name or Chart ID and click on **Update Filter**.
3. Select the date of service and it will direct you to the Billing Detail screen.



Choose the appropriate billing status out of the five (5) mentioned below and click **Verify & Save** to submit the claim to the respective insurance.

Bill Insurance: To submit the claim to the patient's primary medical insurance.

Bill Secondary Insurance: To submit the claim to the patient's secondary medical insurance.

Auto Accident Claim: To submit the claim to the patient's Auto insurance.

Worker's Comp Claim: To submit the claim to the patient's Workers' Compensation insurance.

Durable Medical Equipment Claim: To submit the claim to the patient's Durable Medical Equipment insurance.

Jenny (Jen) Harris – 05/11/2020
Telehealth [02] – Exam 1

View Service + EOB SuperBill Clinical Note Clone HCFA/1500 HCFA/1500 (text) Print Screen

Billing Status Bill Insurance

ICD Version ICD-10

Primary Insurer - Default -

Secondary Insurer - Default -

Pt Payment \$ 0 Copay: \$20.00 +

Payment Profile Insurance

Pt Payment Due

Claim Type Default

Emergency Service No

Delay Reason - Not Used -

Acute Manifestation Date 07/06/2020

Onset Date 431: Onse (HCFA box 14)

Other Date - Other Da (HCFA box 15 & 19)

Is patient's condition related to

All patient data listed in this article is sample data. This is not a real person or real patient data.

Follow the steps outlined below to submit the claim from your schedule:

1. Hover the cursor on **Schedule** and select **Calendar**.
2. Click on the appointment that you would like to bill out to the insurance company.
3. In the **Schedule Appointment** screen, click on the **Billing** tab and choose one of the billing statuses mentioned below and select **Verify & Save** to submit the claim to the respective insurance.

Bill Insurance: To submit the claim to the patient's primary medical insurance.

Bill Secondary Insurance: To submit the claim to the patient's secondary medical insurance.

Auto Accident Claim: To submit the claim to the patient's Auto insurance.

Worker's Comp Claim: To submit the claim to the patient's Workers' compensation insurance.

Durable Medical Equipment Claim: To submit the claim to the patient's Durable Medical Equipment insurance.

Schedule Appointment

Appointment **Billing** Eligibility Vitals Growthcharts Flags Log Comm. Revisions Custom Data MU Helper

Patient SuperBill Clinical Note Billing Details Other Forms

Billing Status

ICD Version ICD-10

Primary Insurer - Default -

Secondary Insurer - Default -

Patient Payment \$ 0 Copay: \$20 +

Pre Authorization Approval

Referral #

Payment Profile Insurance

Billing Profile +

Billing Pick List Choose Codes from Pick List

Diagnosis Pick List Choose Codes from Pt Problems

HCFA Box 10 - Is patient's condition related to:

Employment No

Auto Accident No

Other Accident No

Onset Date Type Onset of Current Symptoms

Onset Date 07/10/2020

Other Date Type - Other Date Type -

Other Date

Claims are batched and submitted to the clearinghouse, each day of the week, including weekends and holidays.

Note: If you have already submitted your claim through the payer's portal, sites such as Availity or NaviNet, or from a previous system, you do not need to resubmit the claims through DrChrono. However, you do need to create appointments in order to post payments or have ERA payments post automatically.

