Patient Receipt and Superbill

07/24/2024 7:20 pm EDT

DrChrono has two ways you can provide a receipt for payment to your patient; a receipt and a superbill. Both of these options are available in the calendar view as well as the billing screens. Each document is the same, no matter where you print it.
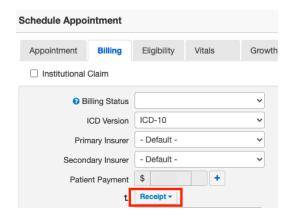
Receipt

This is a document that lists the patient's name, the amount paid, and the date the payment was made. It does not describe or specify what the payment is for.

- Billing > Patient Payments
    - The receipt can be generated by clicking on the word "receipt" included in the red box on the right.
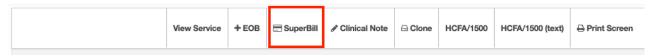

- Calendar > Patient Appointment
    - The receipt can be generated by clicking on the word "receipt" in the red box after the payment information is saved.
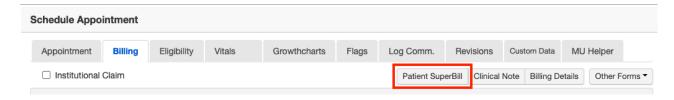

Superbill

If the patient wants a more detailed receipt, you can use the Superbill option. This receipt will include a description of services rendered/products purchased and their respective prices.
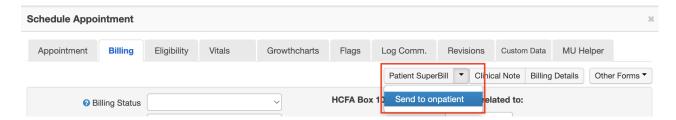
- Billing > Live Claims Feed

- Calendar > Patient Appointment > Billing tab

If your patient has OnPatient enabled, you will be able to send the superbill directly to their OnPatient account.

- Calendar > Patient Appointment > Billing tab > Patient SuperBill dropdown

Pro Tip - The patient can use a Superbill to submit to a payer as it contains both CPT/HCPCS and ICD-10 codes that the payer will need to process. A patient may be submitting their own insurance claim if the office does not participate with their insurance, or by office policy, they do not accept insurance. The patient could use a Superbill to submit to their insurance for reimbursement.

If the patient has onpatient enabled and in the Schedule> Calendar> Billing tab there is an arrow mark where they can send the Superbill from this location.

Here's a link to a video that will walk you through printing patient superbills.