

# Increasing efficiency when posting using Auto Set Billing Status

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Enabling this feature will increase the office's efficiency as it will automatically update the appointment to **"Paid in Full"** when the applied payment pays the charges in full. The status will remain on **"Balance Due"** when a partial payment is received and there is still a balance due from the patient.

It can be set under Account > Provider Settings > Medical Billing tab > Miscellaneous > Auto Set Billing Status > Change the billing status to **"Paid in Full"** and **"Balance due"** when the patient's payment is applied.

- Auto Set Billing Status
- Change the billing status to "Paid in full" and "Balance due" when ERA is received
  - Change the billing status to "Paid in full" and "Balance due" from billing screen
  - Change the billing status to "Paid in full" and "Balance due" when patient's payment is applied
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