Payer Pre-Auth Showing on Reports

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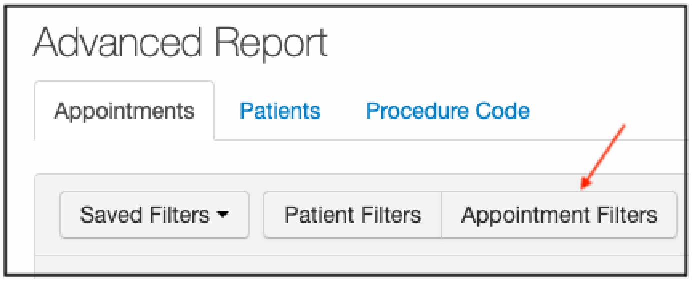
The patient's insurance company often requires prior authorization before agreeing to process the claim. Once authorization is given, it is important to document that number so it shows on the subsequent billing and reporting. To learn how to add a prior authorization number to a patient's account, refer to Enter an Authorization Number.

DrChrono has added the field to two reports to assist in managing your billing workflow.

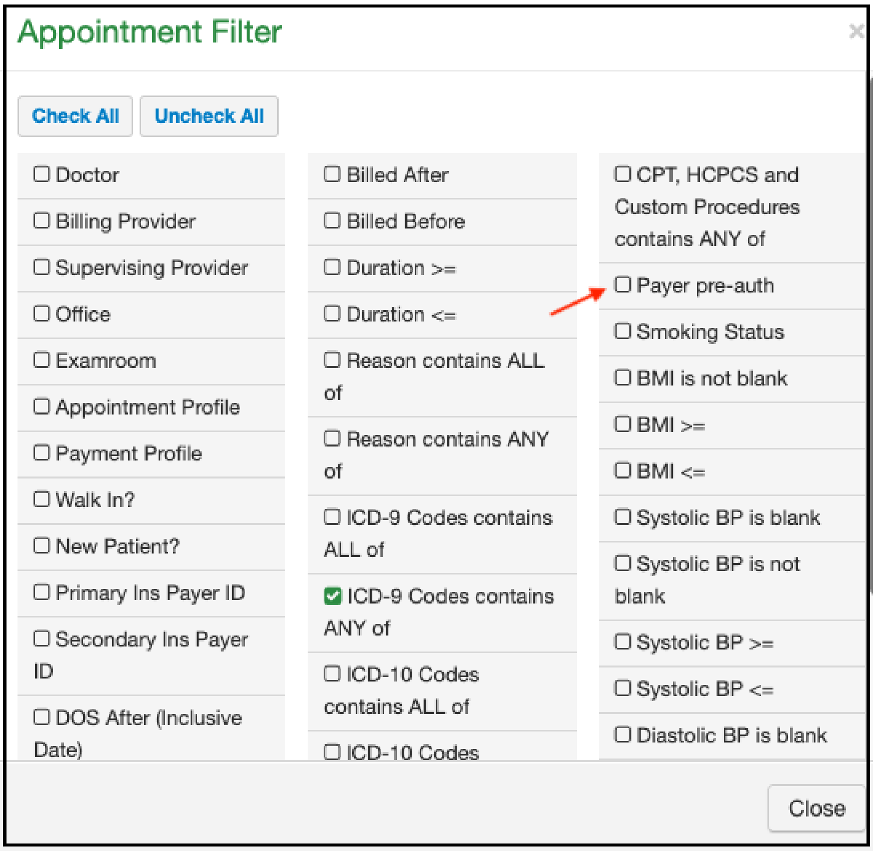
Advanced Report

1. Select **Reports > Advanced Report**.

2. Select **Appointment Filters** under the **Appointments** tab.



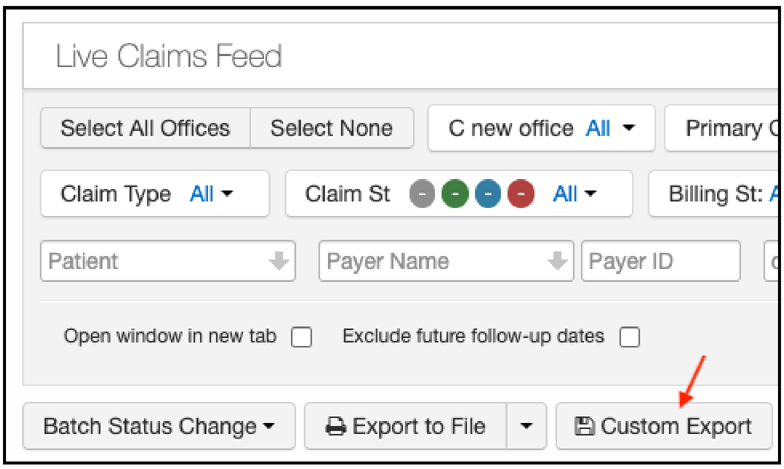
3. Select **Payer pre-auth**.



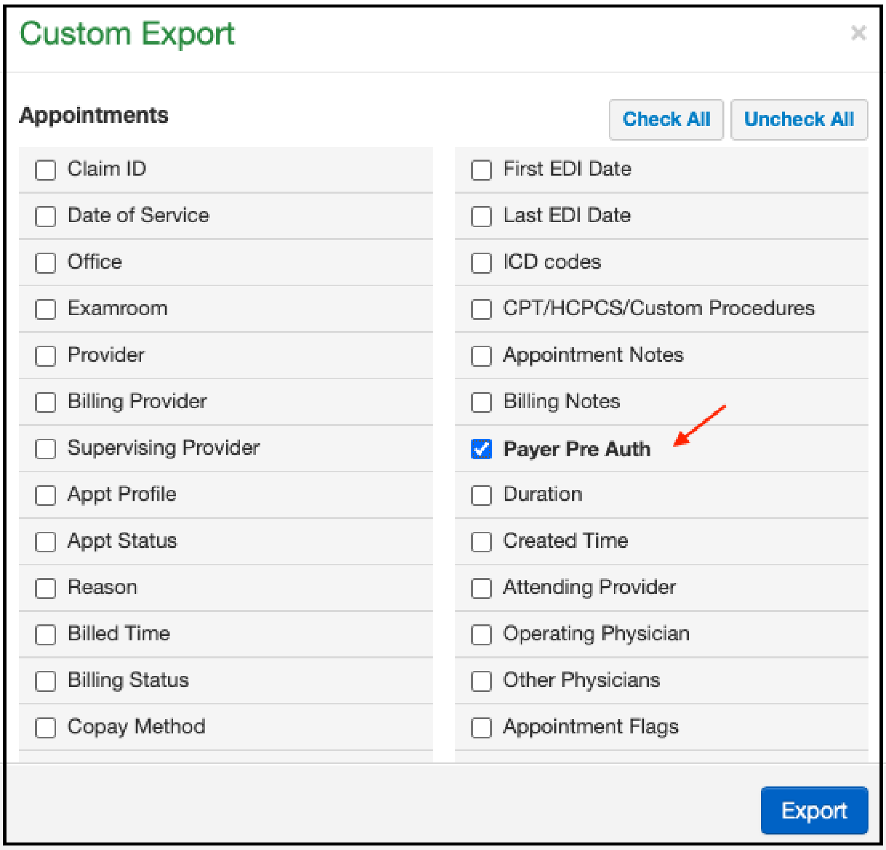
Live Claims Feed

1. Select **Billing > Live Claims Feed**.

2. Select **Custom Export**.



3. Under the **Custom Export** tab, you are shown the different options that can be pulled into a report, customized for your practice. Select **Payer Pre Auth**.


Custom Export
×
Appointments
Check All
Uncheck All
Claim ID
Date of Service
Office
Examroom
Provider
Billing Provider
Supervising Provider
Appt Profile
Appt Status
Reason
Billed Time
Billing Status
Copay Method
First EDI Date
Last EDI Date
ICD codes
CPT/HCPCS/Custom Procedures
Appointment Notes
Billing Notes
Payer Pre Auth
Duration
Created Time
Attending Provider
Operating Physician
Other Physicians
Appointment Flags
Export