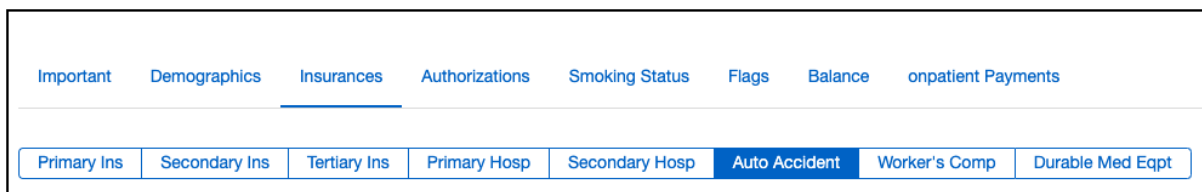


Auto Accident Claims: Option to add a business name as policy holder

Last modified on 11/22/2024 2:02 pm EST

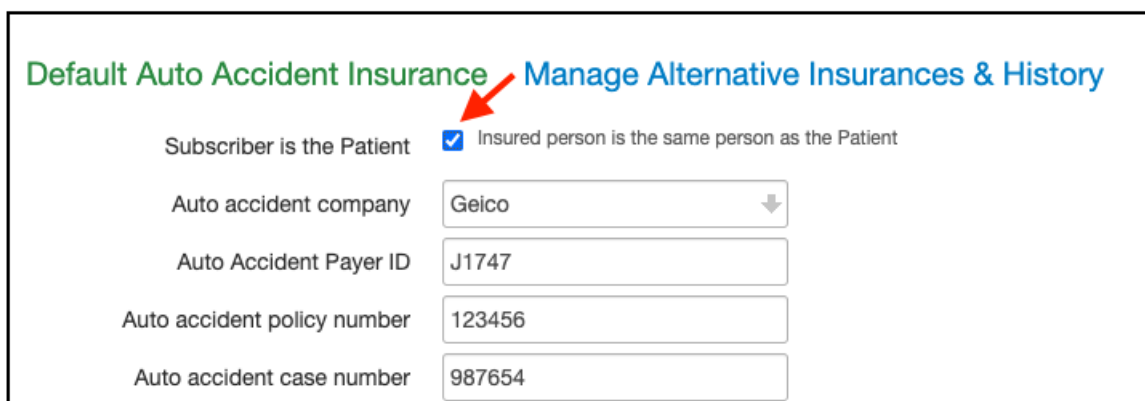
While processing auto accident claims, you may have a situation where you need to add a business name as a policyholder. There is an option in DrChrono to list a business/company as such.

1. Navigate to the patient's chart and while on the **Insurances** tab, select Auto Accident.



The screenshot shows a navigation bar with tabs: Important, Demographics, Insurances (selected), Authorizations, Smoking Status, Flags, Balance, and onpatient Payments. Below this is a sub-menu with buttons: Primary Ins, Secondary Ins, Tertiary Ins, Primary Hosp, Secondary Hosp, Auto Accident (highlighted in blue), Worker's Comp, and Durable Med Eqpt.

2. By default, the system will have a check in the box labeled "Subscriber is the Patient". Simply uncheck the box to unselect the option.



The screenshot shows the "Default Auto Accident Insurance" form. At the top, there are two links: "Default Auto Accident Insurance" (in green) and "Manage Alternative Insurances & History" (in blue). Below the links, there is a checkbox labeled "Subscriber is the Patient" which is checked. To the right of the checkbox is the text "Insured person is the same person as the Patient". A red arrow points to the checked checkbox. Below the checkbox are several input fields: "Auto accident company" (dropdown menu with "Geico" selected), "Auto Accident Payer ID" (text input with "J1747"), "Auto accident policy number" (text input with "123456"), and "Auto accident case number" (text input with "987654").

3. By unchecking the "Subscriber is the Patient" option, the system will open additional options for you under the Subscriber Type section. You will have the option to select Individual or Business.



The screenshot shows the "Subscriber Type" section. There are two radio button options: "Individual" (selected) and "Business". Below the radio buttons is a dropdown menu labeled "Patient relationship to the Subscriber". Below the dropdown menu is a text input field labeled "Subscriber first name".

4. If you press on Business, the available options will update to give you a spot to enter a business name under "Subscriber Name".

Subscriber Type	<input type="radio"/> Individual
	<input checked="" type="radio"/> Business
Patient relationship to the Subscriber	<input type="text"/>
Subscriber Name	<input type="text"/>
Subscriber Phone Number	<input type="text"/>
