

Patient Receipt and Superbill

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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.

1. Navigate to **Billing > Patient Payments**

- a. The receipt can be generated by clicking on the word "receipt" included in the red box on the right.

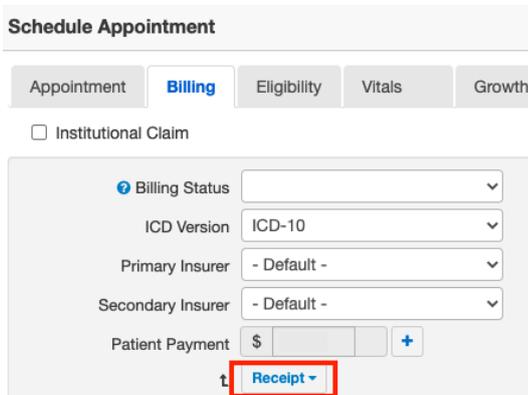


Print/Export ▾ + Add

#	Unallocated	Posted Date	Payment Date	Appointment	Line Item	Provider	Payment Method	Type	Notes	Amount	Total	
▶ 0	<input type="checkbox"/>	\$50.00	May 3, 2022	May 3, 2022				Credit		\$50.00		<input type="button" value="Receipt"/>

Legend: | ● Unallocated | ● Fully Allocated |

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



Schedule Appointment

Appointment **Billing** Eligibility Vitals Growth

Institutional Claim

Billing Status

ICD Version

Primary Insurer

Secondary Insurer

Patient Payment \$ +

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



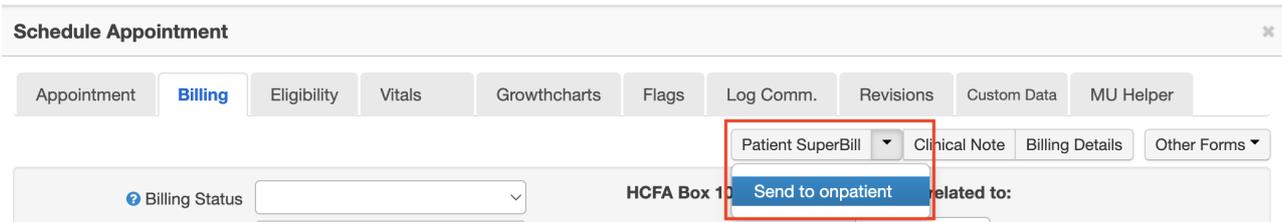
	View Service	+ EOB	<input type="button" value="SuperBill"/>	<input type="button" value="Clinical Note"/>	<input type="button" value="Clone"/>	HCFA/1500	HCFA/1500 (text)	<input type="button" value="Print Screen"/>
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- Calendar > Patient Appointment > 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.