How to create a Custom Procedure Code

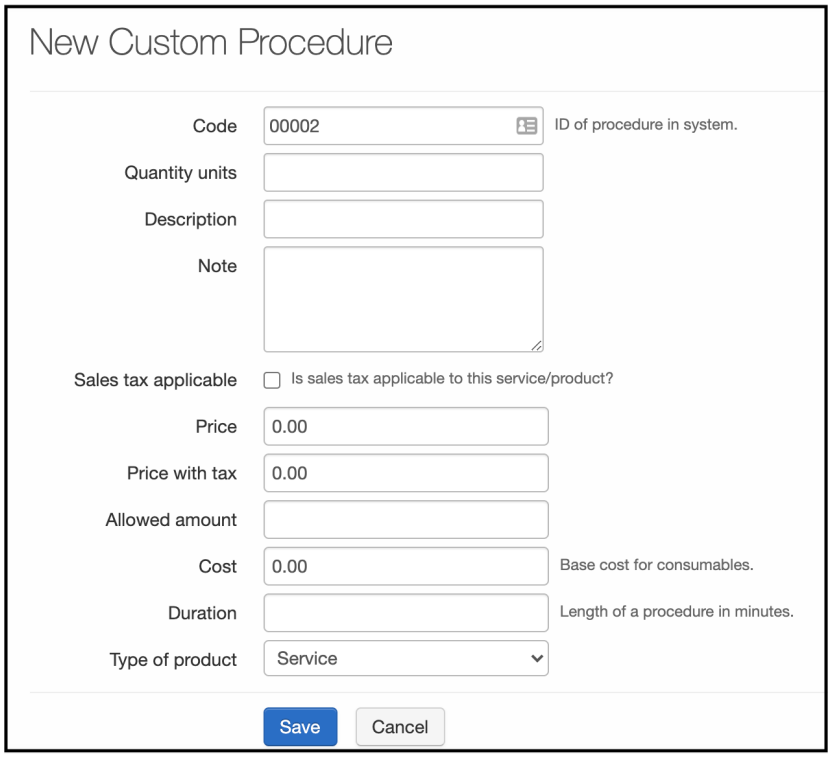
Last modified on 09/25/2026 4:50 pm EDT

DrChrono makes it easy to create special custom procedure codes for items or services billed to a patient rather than their insurance.

Only uppercase letters, a period, and/or numbers will be accepted for the code itself. It will not allow a space. The maximum character limit is 20.

1. Hover over the **Billing** tab and select **New Custom Procedure**.
2. Enter the required details in the fields and press the **Save** button.

> Only uppercase letters, a period, and/or numbers will be accepted for the code itself. It will not allow a space. The maximum character limit is 20.



Best practices:

- If you would like to attach the custom procedure to your inventory so you know exactly how many of an item you have on hand and when it is time to replenish your supply, it needs to be entered as a product under **Type of Product** (Service/Product).

- Also, for injectables such as Botox, it is best to put in the base cost per 1 unit. When you are adding to a patient's appointment, you can enter the number of units (for example, 25 units), and the system will calculate the total cost for you.

The system will not allow custom procedure codes to be billed to insurance and will not appear on the HCFA-1500 form. They can only bill the patient.