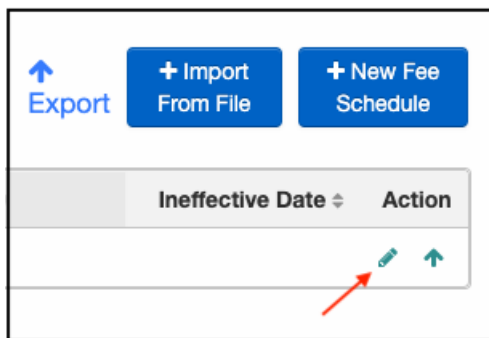


Fee Schedule: How to edit a field in an existing fee schedule

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If, after creating a fee schedule, you need to make an edit to a description, add a modifier, update an NDC code, or make a price edit, you can do so easily.

1. Navigate to **Billing > Fee Schedule**
2. Press on the pencil icon on the right side of the screen







This will open your fee schedule and show the codes that are included.

- You can use the search feature to find a specific CPT/HCPCS/Custom code if needed.

Fee Schedule Items

Procedure

3. From there, press on the **pencil icon** on the row corresponding with the CPT/HCPCS/Custom code you would like to change or update.

			+ New Item
	Price	Action	
	\$175.79		
	\$82.74		

4. Once you make the necessary changes, press **Update**.

Update Fee Item

Code type*	Code*
<div>CPT</div>	<div>80050</div>
Base price*	Allowed Reimbursement
<div>\$</div> <div>175.79</div>	<div>\$</div> <div>0.00</div>
Typical allowed amount for payer. Not used if blank.	
CPT/HCPCS Modifier	
<div></div> <div></div> <div></div> <div></div>	
NDC Code	NDC Quantity
<div></div>	<div>0.000</div>
NDC Units	
<div>Select</div>	
Custom description	
<div></div>	
<div>Cancel</div>	<div>Update</div>