

Insurance Credit Card Payments: How do I attach an ERA?

07/08/2024 7:45 pm EDT

You can attach the ERA file or the scanned EOB by clicking on+ **Attach ERA/EOB** under Billing > Insurance Credit Card Payments.

You have two selections to retrieve the file to attach:

- **File Upload** - If you've scanned the file to your computer, you can select File Upload to locate and attach the ERA/EOB.

Attach ERA/EOB

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Attach From:

- File Upload
- DrChrono System

Upload an ERA/EOB file for payment of \$12,345.56 received on 12/21/2023 from Humana - 974358941.

Select File

Cancel

- **DrChrono System** - If the ERA file is already in the DrChrono system (under Remittance Reports), select that option and a window will open that will allow you to enter the Trace # that will attach the ERA to the payment.

Attach ERA/EOB

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Attach From:

- File Upload
- DrChrono System

Search ERA/EOB for payment of \$12,345.56 received on 12/21/2023 from Humana - 974358941.

Trace #

Get ERA Details

Trace #	Check Date	Posted Date	Deposit Date	Insurance Co.	Payer Id	# of Claims
No ERAs found for the given Trace #.						

Cancel

- If you need to edit any of the information listed, you can by clicking on **Edit**.

Edit Payment



Insurance

Humana

Payment Amount

12345.56

Identifier

974358941

Cancel

Pay with card

**** Please note, that the insurance credit card screens will only work if you utilize DrChrono Payments as your credit card processor. ****
