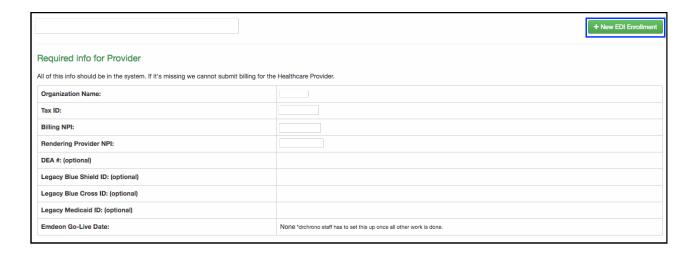
## How to change the Accept Assignment for an Insurance?

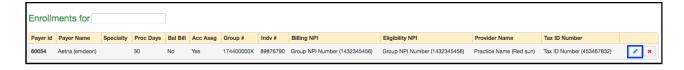
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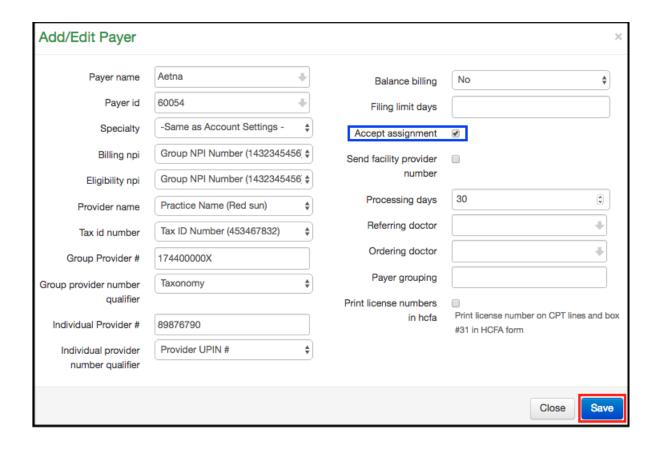
Follow the steps below to set the **Accept Assignment** for a specific payer.

- 1. Hover over the **Billing** tab and select the **Insurance Setup** screen
- 2. If the payer you need is not listed, you can add it by clicking on +Add New EDI Enrollment



3. Click on the pencil icon corresponding to the payer. In the Add/Edit Payer, check the box for **Accept Assignment** and click on **Save**.





Once you have made the necessary changes you can go ahead and bill the claim to Insurance. The accept assignment designation will appear on the HVFA-1500 claim form in box 27.

Please note, that some payers will only send reimbursement to the patient if the provider is out of network; no matter what is noted regarding accepting/not accepting assignment on the HCFA form.