

Text-to-Pay: Resending a receipt

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If you need to resend a receipt to a patient, you can do so easily right from the patient's chart.

1. Navigate to their chart and under the Demographics tab, select the DrChrono Payments tab.

✓ Sufficient patient demographics to bill insurance.						
Important	Demographics	Insurances	Authorizations	Smoking Status	Flags	Balance
DrChrono Payments						
Patient Payments						

2. Scroll down to **Payment Links**
(left side of the screen)

Payment Links			
Created Date	Last Modified	Phone #	Invoice #
Jun 17, 2024 11:47:57 AM	Jun 17, 2024 11:47:58 AM		112-SC
Jun 17, 2024 11:46:03 AM	Jun 17, 2024 11:46:03 AM		111-SC
Jun 6, 2024 1:31:42 PM	Jun 6, 2024 1:31:42 PM		109-SC

(right side of the screen)

Link	Amount	Status			
https://pay.mypaysimple.com/s/pay/DZ0tC3LXOMKsDJKoCcLYCM8rCp8nCJOo	\$25.25	Link created and sent	Resend	Email Receipt	Text Receipt
https://pay.mypaysimple.com/s/pay/DZ0tC3LXC9cE39YEJ4mE65aCsKtCZTb	\$2,525.00	Link created and sent	Resend	Email Receipt	Text Receipt
https://pay.mypaysimple.com/s/pay/DZ0sCM0oDsLXPJSvD64mDpKoPJ8qOsKv	\$100.00	Link created and sent	Resend	Email Receipt	Text Receipt

3. Locate the payment that you would like to resend a receipt for.
4. Follow the row to the right, and you can select email or text receipt.