# Text-to-Pay: Refunding a payment
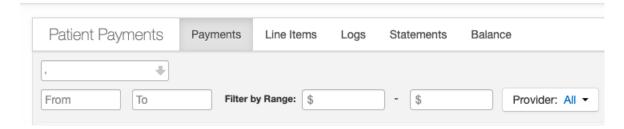
If you need to refund a patient's payment, you can do so under Billing > Patient Payments.



- Locate the patient's chart and the payment that needs to be refunded. On the right side of the screen, you will see a button labeled Refund.
  - You will also notice, that after you process the refund, you will see the refund listed with a negative amount.