# HCFA 1500 Box 12 - How does signature on file get added to a professional claim form?

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The signature on file, box 12 on the HCFA-1500 form, is populated from the patient chart in two ways: manually or through signing a consent form.

The signature on file can be found in the patient's chart by selecting the **Demographics** section on the left and the **Demographics** tab and scrolling down to the **Miscellaneous** area.
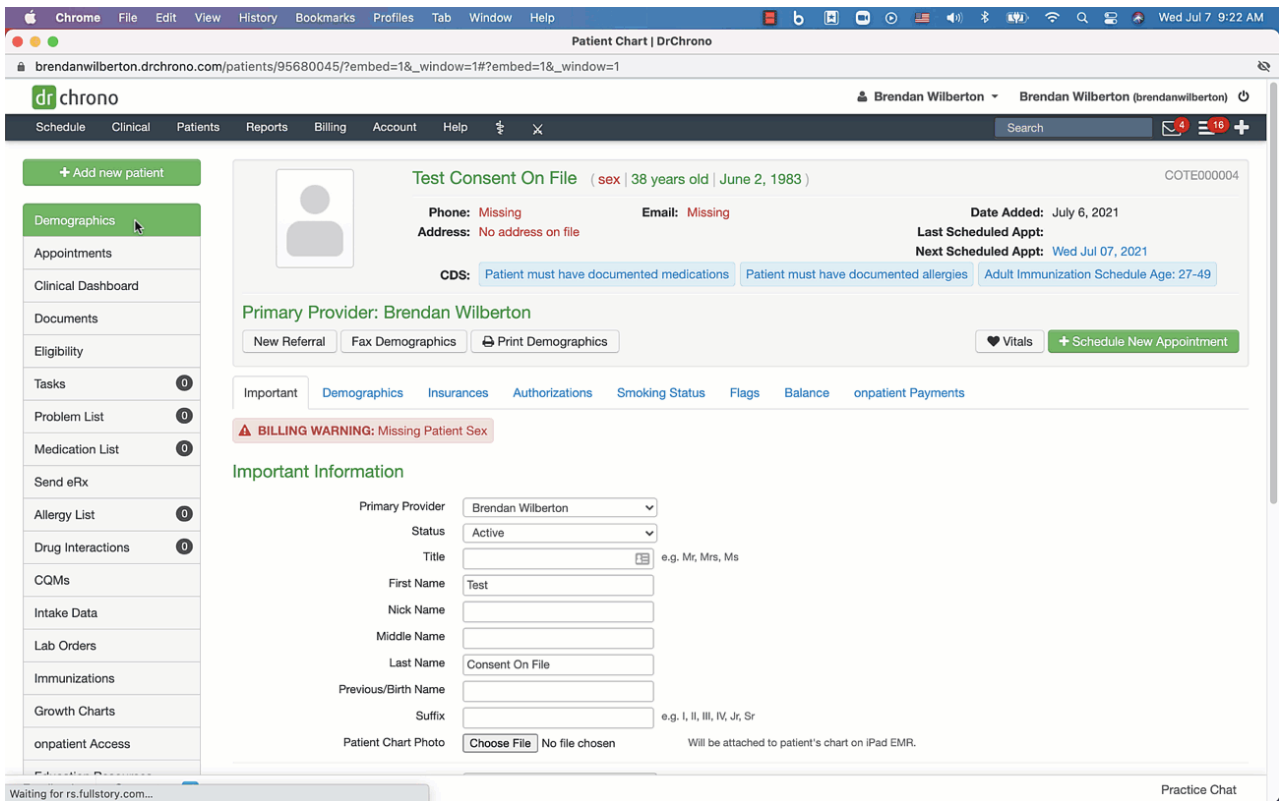
Manually

If a patient has signed a consent form, a provider or staff member can pull up the patient's chart select **Consent On File** from the menu, and **Save Demographics**.

Signing a Consent Form

Patients can sign consent forms through the check-in app or in the OnPatient portal. When a patient signs the **HIPAA Data Use Agreement**, which is included by default in all DrChrono accounts under **Patients** > **Consent Forms**, during the check-in process, the **Consent On File** selection will automatically save in the patient's chart and populate the HCFA-1500 form.

Consent Forms

Consent forms can be signed on onpatient.com or the iPad Check-In App.

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Below is an example of signing the consent forms on the check-in app.