How to bulk print HCFA forms within DrChrono?

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In order to bulk print HCFA forms within DrChrono, please follow the instructions listed below:
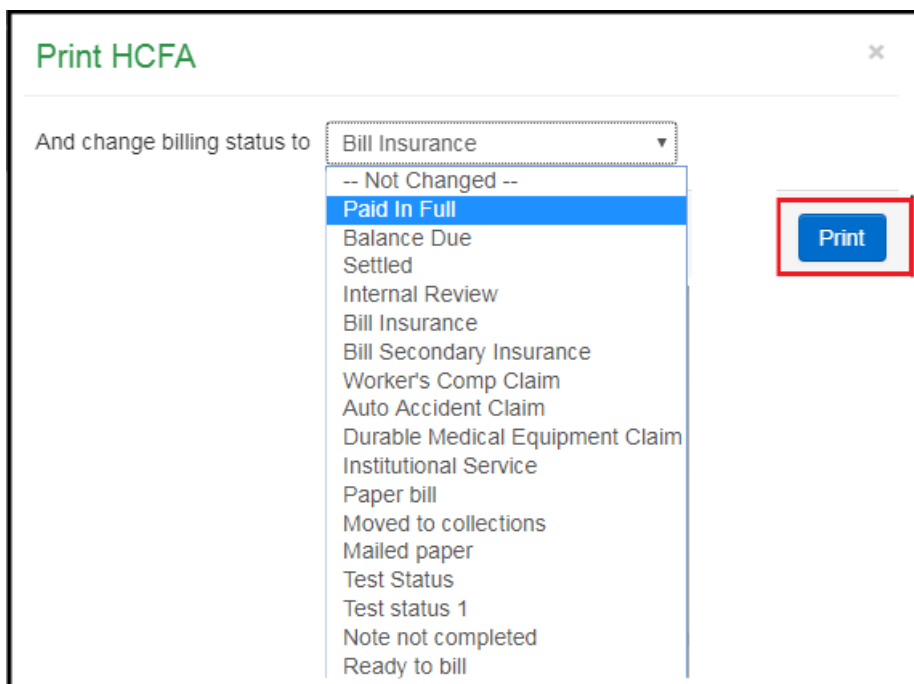
1. Navigate to the **Billing** tab and click on the **Live Claims Feed.**

2. Enter the date range or filter the claims for a specific patient for whom the HCFA forms are to be printed.

3. Once the desired list of claims is filtered, click on **Export to file** and select **Print HCFA** or **Print HCFA(text)**.
   - Note - Print HCFA should be used when you have plain, white paper in your printer. Print HCFA (text) should be used when you have the pre-printed HCFA paper loaded into your printer. The text option will print only the text for the appropriate boxes, without printing the box outlines themselves.

4. Select the appropriate billing status from the drop-down menu and click on **Print**.

5. The HCFA forms for the list of claims displayed on the page will be exported to your message center.