## **Collections Analysis: Details Tab**

Last modified on 11/12/2024 1:52 pm EST

The Details tab under the Collections Analysis Report will allow you to drill down into the details of your accounts receivable. It can group the information by month, year, provider, office, and claim type.



Information displayed include, Posted Date, Patient Full name, Chart ID, Date of Service, Claim ID, Provider Name, Office Name, Billed Amount, Allowed Amount, Ins 1 paid, Ins 2 paid, Contractual Adjustment, Other Adjustment, Patient Paid, Insurance Paid, Insurance Name, Trace Number, Billing Code (CPT/HCPCS), Adjustment Reason, Payment Method.



The information on the screen can be maximized (diagonal arrows), sorted by a selected column (vertical arrows) or exported to CSV or MS Excel (horizontal dots). This option will appear by hovering in the top right corner of the table.

