DrChrono Payments: Adding a new Merchant ID

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Many practices choose to keep separate Merchant IDs for different providers or offices. An additional Merchant ID can be added directly to your DrChrono account.

1. Navigate to Account > Provider Settings > Patient Payments tab

Account Settings										
Profile	View	General	Email	Medical Billing	eRx Info	Services	Usage	Sample Data	Security	Patient Payments
Receipt Options		Month-end close								7

- 2. Scroll down to the DrChrono Payments Section
- 3. Enter the additional Merchant ID under Enter Merchant ID to Manually Activate
- 4. Press Activate Merchant

DrChrono Payments	
Merchant List	Enroll Additional DrChrono Payments Merchant Account
Enter Merchant ID to Manually Activate	Activate Merchant