DrChrono Payments: Adding a new Merchant ID

Last modified on 11/12/2025 11:48 am EST

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



- 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



You can now include a provider's initial PaySimple Merchant account and any additional accounts. This enhancement ensures providers can manage and configure their first merchant account with the same flexibility as subsequent ones.