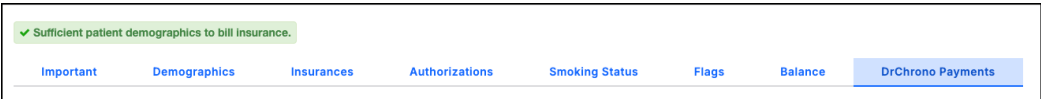


Deleting a Subscription Membership Plan

Last modified on 05/01/2025 12:35 pm EDT

If you need to cancel an existing subscription membership plan, you can easily do so by following the instructions below:

1. Navigate to the **patient's chart > DrChrono Payments > Patient Payment Plan** header



2. You can cancel the existing subscription membership plan by pressing the **Cancel** button under the **Action** heading.

Patient Memberships										
Creation Date	Payment Plan	Payment Plan Total Amount			Monthly Payment		Number of Payments		Status	Action
Mar 17, 2025 3:42:00 PM	Monthly Facial- 6 months	\$3,000.00			\$500.00		6		PENDING	Cancel
Payment # : 1	Scheduled Date: 03/17/2025	Payment Amount: \$500.00	Remaining Balance: 3000.00	Status: LATE	Pay	Skip	Email Receipt	Text Receipt		
Payment # : 2	Scheduled Date: 04/17/2025	Payment Amount: \$500.00	Remaining Balance: 2500.00	Status: LATE	Pay	Skip	Email Receipt	Text Receipt		
Payment # : 3	Scheduled Date: 05/17/2025	Payment Amount: \$500.00	Remaining Balance: 2000.00	Status: PENDING	Pay	Skip	Email Receipt	Text Receipt		
Payment # : 4	Scheduled Date: 06/17/2025	Payment Amount: \$500.00	Remaining Balance: 1500.00	Status: PENDING	Pay	Skip	Email Receipt	Text Receipt		
Payment # : 5	Scheduled Date: 07/17/2025	Payment Amount: \$500.00	Remaining Balance: 1000.00	Status: PENDING	Pay	Skip	Email Receipt	Text Receipt		
Payment # : 6	Scheduled Date: 08/17/2025	Payment Amount: \$500.00	Remaining Balance: 500.00	Status: PENDING	Pay	Skip	Email Receipt	Text Receipt		

3. Once canceled, the subscription membership plan will be removed from the patient's account.