

# DrChrono Payments: Multiple Merchant Statement Payments

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If your practice uses multiple Merchant IDs in DrChrono, it's important to designate one as the **Default Merchant ID** for **Patient Statement Payments** made through the statement link. This ensures that all [statement payments](#) are deposited into the correct account, while reconciliation still applies to the right patients and appointments.

## Why You Need a Default Merchant ID

A default Merchant ID acts as the “deposit destination” for all payments submitted through patient statement links. Even with multiple merchant accounts within an account, DrChrono ensures that:

- **Seamless Deposits** – All patient statement link payments flow into the designated default account.
- **Smooth Reconciliation** – Payments filter back to the correct patients and appointments for accurate records, regardless of which merchant account is set as default.
- **Required Setup** – A default Merchant ID must be selected in account settings for statement payments via the link to be activated.

## How to Select Your Default Merchant ID

1. Navigate to **Account Settings > Patient Payments > Merchant Settings**.

Account Settings

Profile View General Email Medical Billing eRx Info Services Usage Sample Data Security Patient Payments Receipt Options

Month-end close

General

Require balance ☐ Require an outstanding patient balance for credit card payments

DrChrono Payments

Merchant List

Enroll Additional DrChrono Payments Merchant Account

Enter Merchant ID to Manually Activate

Merchant ID	Display name
156526	Test Merchant

Merchant Setting

Default Merchant For ☒ Practice ☐ Office ☐ Statements

Merchant

Merchant Sharing Enabled ☒

2. From the list of available merchant accounts, select the Merchant ID you'd like to use as the **Default Statement Merchant ID**.
3. Save your changes by pressing Update DrChrono Payments Settings.

Once this is set, all statement link payments will be deposited into that account moving forward.

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