

# Payment Waterfall Report

Last modified on 01/27/2026 2:50 pm EST

The Payment Waterfall report provides a detailed view of how payments are collected over time following charge generation. This enhancement helps providers assess cash-flow timing, monitor payment behavior, and identify reimbursement trends by visualizing payments by month and quarter. With filtering, drill-down, and export capabilities, users can easily analyze payment performance across providers, offices, and payers.

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## Summary

The Summary tab provides a high-level overview of key financial metrics related to charges, payments, and adjustments. It consolidates data across all transactions within the selected date range, providing users with a quick snapshot of overall performance without requiring them to drill into individual claims or payment details.

Within the Summary tab, users can:

- View total charges, payments, and adjustments for the selected period.
- See net collections and outstanding balances at a glance.
- Filter results by provider, office, payer, or date range to refine insights.
- Compare collection performance across time periods or entities.

The Summary tab serves as a top-level financial dashboard, helping practices monitor revenue trends and identify areas requiring further review or follow-up.

**Payment Waterfall Report**

Summary | Payment Details | Charge Details

Controls: Date: 02/01/2025 - ... | Date Type: | Date of Service: | Office: All | Provider: All | Insurance: All | Payer ID: All

Show By: Month | Metric: \$ Amount

Date of Service	Total Billed	Total Balance	Total Adj	Total Paid	0	1	2	3	4	Unpaid
					Paid	Paid	Paid	Paid	Paid	Paid
Feb 2025	\$15,380.25	\$1,122.37	\$6,089.35	\$8,168.53	\$1,423.72	\$6,744.81				\$0.00
Mar 2025	\$33,620.98	\$1,281.42	\$13,586.44	\$18,753.12	\$8,900.25	\$8,220.54			\$1,632.33	\$0.00
Apr 2025	\$6,512.83	\$592.34	\$2,485.88	\$3,434.61	\$502.93	\$1,957.09	\$974.59			\$0.00
May 2025	\$9,342.25	\$774.80	\$3,909.39	\$4,658.06	\$3,470.42	\$1,043.79	\$143.85			\$0.00
Jun 2025	\$16,741.83	\$3,286.90	\$5,934.46	\$7,520.47	\$2,264.81	\$5,054.82	\$200.84			\$0.00
Jul 2025	\$7,166.39	\$759.86	\$2,764.81	\$3,641.72	\$3,422.37	\$208.01		\$11.34		\$0.00
Aug 2025	\$7,971.35	\$579.82	\$2,967.78	\$4,423.75	\$3,695.33	\$717.86	\$10.56			\$0.00
Sep 2025	\$8,390.06	\$252.73	\$3,439.08	\$4,698.25	\$2,287.63	\$2,220.49	\$63.92	\$126.21		\$0.00
Oct 2025	\$6,583.03	\$709.08	\$2,413.89	\$3,460.06	\$1,485.08	\$1,974.98				\$0.00
Nov 2025	\$14,069.70	\$1,749.99	\$4,956.68	\$7,363.03	\$5,823.94	\$1,529.68	\$9.41			\$0.00
Dec 2025	\$13,617.07	\$5,010.18	\$3,932.28	\$4,674.61	\$3,442.01	\$1,232.60				\$0.00
Jan 2026	\$12,917.70	\$5,950.71	\$2,860.89	\$4,106.10	\$4,106.10					\$0.00

The percentage values, if selected under Metric, represent the proportion of payments collected relative to the total charges for the selected period.

For example, if the percentage shows 75%, it means that 75% of the billed charges have been received as payments. These percentages help users quickly assess collection efficiency, track revenue realization, and compare performance across providers, offices, or payers over time.

## Payment Details

This tab provides a detailed, transaction-level view of all payments associated with charges, claims, or patient accounts. It allows users to review how payments were applied, trace payment sources, and verify that amounts were allocated correctly across services.

Within the Payment Details tab, users can:

- View individual payment entries with details such as payment date, payer, payment type, amount, and associated claim or appointment.
- Identify whether a payment came from insurance, the patient, or other sources.
- Review adjustments, write-offs, and refunds tied to each payment.
- Filter results by date range, provider, office, payer, or payment type for targeted analysis.
- Drill down into specific claims or transactions to see payment distribution at the line-item level.

This tab is handy for billing teams and administrators who need to reconcile payments, validate remittance data, or investigate discrepancies in payment posting.

**Payment Waterfall Report**

Summary **Payment Details** Charge Details

Controls

Date: 02/01/2025 - 01/27/2026  
Date Type: Date of Service Office: All Provider: All Insurance: All

Payer ID: All Drill Month: All Lag Month: All

Patient Fullname	Provider Name	Insurance Name	Paye...	Ins. Paid	Patient Paid	Trace Number	Office	Exam ...	Billing Code	Chart ID	Claim ID	Payment Posted ...	Date of Service
		FL BCBS	S8590	\$0.00		DEMO73893804	Primary Office	Exam 3	G8553	MARO000001	243979164	02-13-2025	02-05-2025
		FL BCBS	S8590	\$48.51		DEMO73893804	Primary Office	Exam 3	G8553	MARO000001	243979164	02-13-2025	02-05-2025
		FL BCBS	S8590	\$0.00		DEMO73893804	Primary Office	Exam 3	G8553	MARO000001	243979164	02-13-2025	02-05-2025
		FL BCBS	S8590	\$0.00		DEMO73893804	Primary Office	Exam 3	99214	MARO000001	243979164	02-13-2025	02-05-2025
		FL BCBS	S8590	\$89.99		DEMO73893804	Primary Office	Exam 3	99214	MARO000001	243979164	02-13-2025	02-05-2025
		FL BCBS	S8590	\$0.00		DEMO73893804	Primary Office	Exam 3	81003	MARO000001	243979164	02-13-2025	02-05-2025
		FL BCBS	S8590	\$15.33		DEMO73893804	Primary Office	Exam 3	81003	MARO000001	243979164	02-13-2025	02-05-2025

## Charge Details

This tab provides a comprehensive view of all charges generated within the selected date range. It allows users to analyze billing activity at the line-item level and understand how individual charges contribute to overall revenue performance.

Within the Charge Detail tab, users can:

- View each charge line, which includes key information such as the date of service, provider, CPT or procedure code, charge amount, and the associated patient or claim.
- Track charge creation and posting dates to ensure timely and accurate billing.
- Review insurance and patient responsibility portions for each charge.
- Filter results by date range, provider, office, payer, or procedure code to focus on specific segments of billing data.
- Drill down to view related claim, payment, or adjustment details directly from the charge record.

This tab is designed to give billing teams, administrators, and financial analysts detailed visibility into charge activity, helping ensure data integrity and supporting revenue reconciliation efforts.

**Payment Waterfall Report**

Summary | Payment Details | **Charge Details**

Controls Date 02/01/2025 - ... Date Type Date of Service Office All Provider All Insurance All Payer ID All Drill Month All

Patient Fullname	Provider Name	Insurance ...	Payer ID	Trace Number	Office	Exam Room	Billing ...	Chart ID	Claim ID	Payment Posted Date	Date of Ser
					Primary Office	Exam 2	J7050	GISCO00001	244003315		04-21-2025
	Aetna	60054	DEMO26940673		Primary Office	Exam 2	J7050	GISCO00001	244003315	05-08-2025	04-21-2025
					Primary Office	Exam 3	36415	PAKE000001	244032049		08-11-2025
	Cigna	62308	DEMO22806553		Primary Office	Exam 3	36415	PAKE000001	244032049	10-19-2025	08-11-2025
					Primary Office	Exam 1	J7050	BEETO00001	244079416		01-12-2026
	FL BCBS	S8590	DEMO60162683		Primary Office	Exam 1	J7050	BEETO00001	244079416	01-26-2026	01-12-2026
					Primary Office	Exam 4	36415	GISCO00001	244038781		09-01-2025
	Aetna	60054	DEMO73648083		Primary Office	Exam 4	36415	GISCO00001	244038781	09-07-2025	09-01-2025
					Primary Office	Exam 4	36415	MARO000001	244068029		12-01-2025
	FL BCBS	S8590	DEMO40280466		Primary Office	Exam 4	36415	MARO000001	244068029	12-13-2025	12-01-2025

Hovering in the right column will expose options to maximize the report on the screen (diagonal arrows), sort (vertical arrows), and options to export the report under the three vertical dots.

## Video Walkthrough