

Insurance Refunds

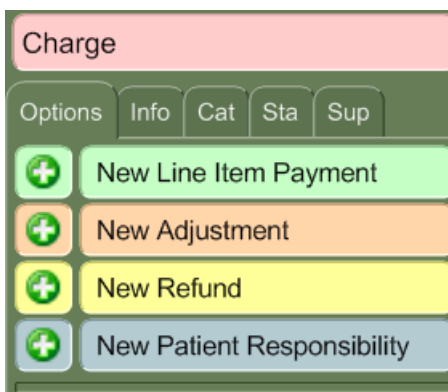


Insurance Refunds

- Insurance Refunds are done from the Claim Ledger. Open a claim and select the **Ledger** tab.

TR Date	Total Chg	Adj.	PT Resp	Pmt	Rfnd	Bal Due
08/27/09	525.00				1	32145
08/27/09	59.00				1	87784
08/27/09	35.00				1	98941

- Click on an individual charge line to be refunded.
- Click the green plus icon next to **New Refund**.



- Enter the refund amount on the next screen.

Insurance Refunds

Applied **RL** ID TRA2211 Patient Corbett, Ruth A
 Aux Claim CLA11 Group Medical Clinic of New Mexico

Date 05/19/2011 Method Reference #
 Type: 1 - Primary, 2 - Secondary, 3 - Tertiary, P - Patient From
 Set to CHG Balance Apply **181.00**

Calculate Adjustment Set to PT Responsibility
 Add this Amt Create Adjustment Create Payment

Charge Activity Claim Charges Source Cat / Stat Providers Other Time
 This is the charge that the current item was applied against
 Procedure 32145 ID TRA180 CHG 525.00
 Date of Service 08/27/2009 Product Balance Responsible 1

Below are all the items applied against the above charge

Transaction Code	Type	Reason - Category Code	Payment Method Code	Origination
Date	Transaction Category	Check / Ref #	Amount	
06/01/2010	PL 2	Line Level Payment	7412369 CH A	544.00
06/01/2010	PL 1	Line Level Payment	987987 CH A	-200.00
05/19/2011	RL	Line Level Refund		181.00

Tax Received
 Pay Transaction ID TRA180
 Payment Source ID
 Green text indicates the currently viewed item.

- Enter the Type of refund and the check or reference number.
- Refunds for carriers must be entered by individual lines. The reference number will be used to reflect what the total of the lines refer to.