

REVENUE PROCESS FLOW

Patient Registration

Complete demographic and insurance information obtained / verified and entered in computer system
Charge ticket generated and given to clinical staff as the patient is roomed

Service provided and documented

Chart dictation and charge ticket(s) completed by provider and nursing / ancillary staff

Nursing staff collect originals of charge tickets and perform verification process (ensure all charges are recorded, diagnoses written and linked to services, etc.)
Copy of the provider's schedule is attached to charge ticket batch (a charge ticket must exist for every visit)

Coder receives charge ticket batch and assigns ICD-9 codes, modifiers, etc.

Data entry keys all charges into the computer (daily)

All claims submitted electronically (daily)

Payment received and posted
Denials and inaccurate payments are "worked"

Copy of physician completed charge ticket taken to patient check-out
Patient's co-pay / co-insurance amount collected and posted

Daily Deposit