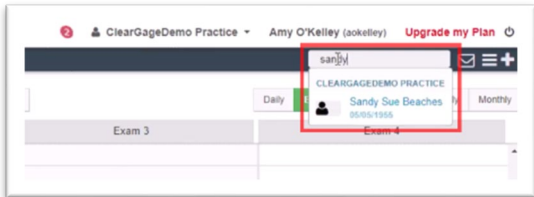


DrChrono – Print or email a receipt

The practice can print or email receipts days, weeks, or months after a transaction is processed.

1. Locate the patient in DrChrono and Click the ClearGage App directory button to launch ClearGage.



2. Locate the transaction and click on it

Editing Patient · **Daisey Buchanan** Add Memo Make Payment Add AR Plan Add Subscription

* Required Fields

Patient Details

- Patient History
- Patient Information
- Patient Relationships
- Payment Profiles
- Payment Plans
- Documents
- Statements
- Patient Consents
- Alternate Contact Information
- Export Patient Data

Patient History (Click on column headers to re-sort) Export Filter: All Memos

Date	Plan ID	Event	Status	Debit Amt.	Credit Amt.	User
09/09/2021 12:02 PM	A6M588V1	Payment Plan Terms Changed				Michael Morgan
09/09/2021 12:02 PM	A6M588V1	Memo				Michael Morgan
09/09/2021 11:39 AM	A6M588V1	Payment Plan Setup				Michael Morgan
09/09/2021 11:39 AM	A6M588V1	Plan Payment	Approved	\$150.00		Michael Morgan
09/09/2021 11:39 AM	A6M588V1	Payment Plan Pending				Michael Morgan
09/09/2021 11:39 AM	A6M588V1	Payment profile created				Michael Morgan
07/08/2021 10:32 AM	-	Other Payment	Approved	\$45.00		Michael Morgan
04/14/2021 02:18 PM	A6M588V1	QuickPay link texted to 9685555555 for balance of \$1,500.00				Michael Morgan
04/14/2021 02:18 PM	A6M588V1	QuickPay link emailed to Buchanan_flower@email.zzz for balance of \$1,500.00				Michael Morgan
04/14/2021 02:18 PM	A6M588V1	Payment Plan Pending				Michael Morgan
04/14/2021 02:18 PM	A6M588V1	Payment Plan Pending				Michael Morgan
04/14/2021 01:28 PM	A6M588V1	Payment Plan Pending				Michael Morgan
04/14/2021 01:14 PM	A6M588V1	Payment Plan Pending				Michael Morgan

3. Select 'Print Receipt' or 'Email Receipt'

Event Detail CLOSE

System Date 07/08/2021 10:32 AM	Request Type Authorize
Transaction Date 07/08/2021	Amount \$45.00
Reference TEST832821131359	Result Approved
Order # 46000RVEHTM9TZXXJQ63	User Michael Morgan
Event Other Payment	Pay Method Visa - 1111

Print Receipt

Email Receipt

View System Response

Credit Full Amount

Credit Partial Amount

Chargeback Transaction

Transaction Items	
Type	Amount
Other Payment (POS)	\$45.00