Don't See Records in A/R Inquiry

1. Select the Patient by entering the chart number or patient's last name

2. Choose the correct date range for the time period you wish to view; OR

3. You can choose "**Only Show Unpaid**," "**Show All**," or "**Show Newest First**."

4. Then click **View**

NOTE: If result is "No A/R Found," make sure the appropriate member of staff has performed the Post Amount Billed for the month/patient.

Knowledgebase
http://kb.barnestorm.biz/KnowledgebaseArticle50488.aspx