

## Mapping a Billing Drive

Barnestorm does not map drives because supporting local computers & networks is outside of our scope of service.

Your IT should be able to map a drive for you.

Here are instructions:

In Barnestorm, go to **Billing > HIPAA Transactions > Edit HIPAA Payers**

On the right side, a little more than halfway down, there is a line for **Transmit Folder**.

The shows what drive you need to map.

Here are examples for drives:

Z:\BARNESTORM\CLAIMS\

C:\BARNESTORM\HIPAA\CLAIMS\

G:\BRNSTORM\HIPAA

If the first letter is a C, you do not need to map a drive. Stop here, you can run billing without mapping a drive.

You may need to create the folders as shown after the C:\.

If the first letter is not a C, you need to map a drive with that letter.

Use [this Microsoft link](#) to find instructions on how to map a drive on your operating system:

<https://support.microsoft.com/en-us/windows/map-a-network-drive-in-windows-29ce55d1-34e3-a7e2-480>

You will map a drive with the letter shown in Edit HIPAA Payers to:

\\localhost\c\$\

Knowledgebase

<http://kb.barnestorm.biz/KnowledgebaseArticle51679.aspx>