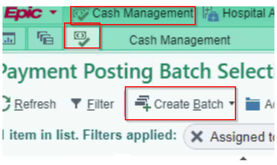
Zero Pay EOB Posting - Current State DRAFT

start in epic

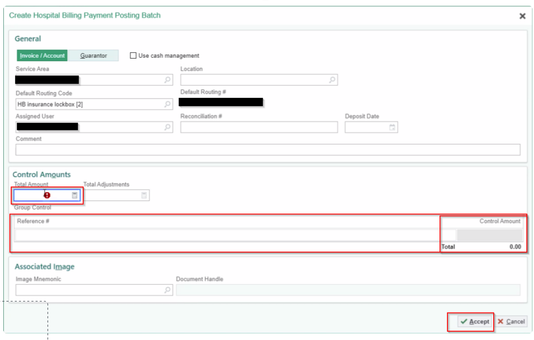
Go to cash management



create batch

Missing steps here - unsure if we accept the batch, then add checks, or if we add the reference number directly into the create batch step. Intuition is to accept, and reopen batch to assign individual checks?

control amount always 0

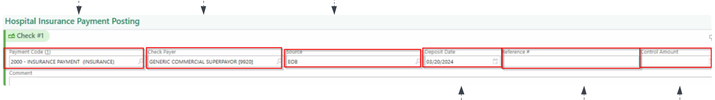


always insurance so hit 2000

check payer extracted from eob

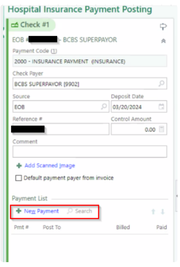
The person shadowed was split screen with EOB and Batch, I would have automation conduct a "Read EOB" batch job and log in a structured format to post in the batch without reading inbetween each entry.

source = eob



deposit date is date from eob

reference number is the sequence number on eob or check number

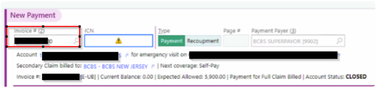


control amount is 0

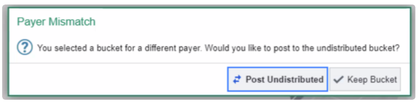
click add new payment

find har

insert har into invoice



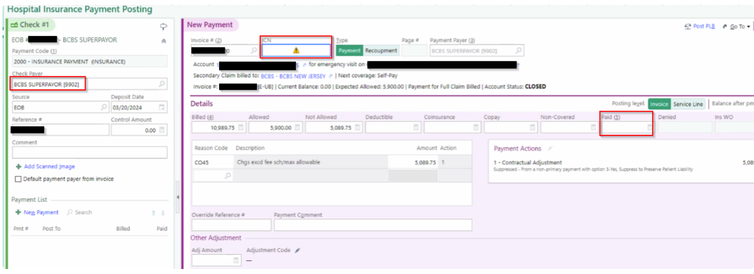
hit keep bucket



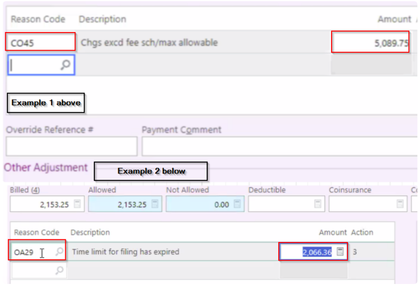
update check payer

insert control/icn number

paid amount = 0



Add reason Code(s) from EOB



accept payment

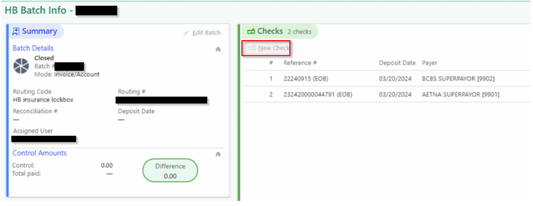
batch complete?

No

Yes

Repeat steps above

Click "new check" to add to batch.

accept check to complete batch

close batch and "Process" batch