

# HOW TO: Update Charge Code Rates

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## Summary

Need to update charge code amounts

## Solution

**You would go to charge/adjustment codes or charge/adjustment code setup to update the rates for charge codes.**

## Details

**To update the amounts within charge codes, navigate to:**

1. Admin/Billing > Other: Setup > Billing Setup: Charge/Adjustment Codes (\*\*\*)
2. Edit code > Scroll to bottom of page > Click "New Effective Date" > Enter Date Effective
3. Save

To update all charge codes at one time:

1. Admin/Billing > Other: Setup > Billing Setup: Charge code amount setup
2. Select Filter List by Category: leave as all or select from dropdown
3. Under amount: update
4. Add in "Effective date" > select Update items > (This will create a new line under charge/adjustment code with the new amounts \*\*\*)
5. Save

 **NOTE:** If the organization is multi, management console also needs to be updated with same information

## Solution Properties

### Solution ID

180123194919434

### Last Modified Date

02/11/2022 01:39:27 PM

### Attributes

Global

- ▶ Article: SS

### Taxonomy

- ▶ Skilled Nursing > Admin > Charge > Adjustment Codes

▶ Assisted Living > Billing > Charge > Adjustment Codes

### **Collections**

- ▶ Self Service
- ▶ Support Agent

### **Views**

560