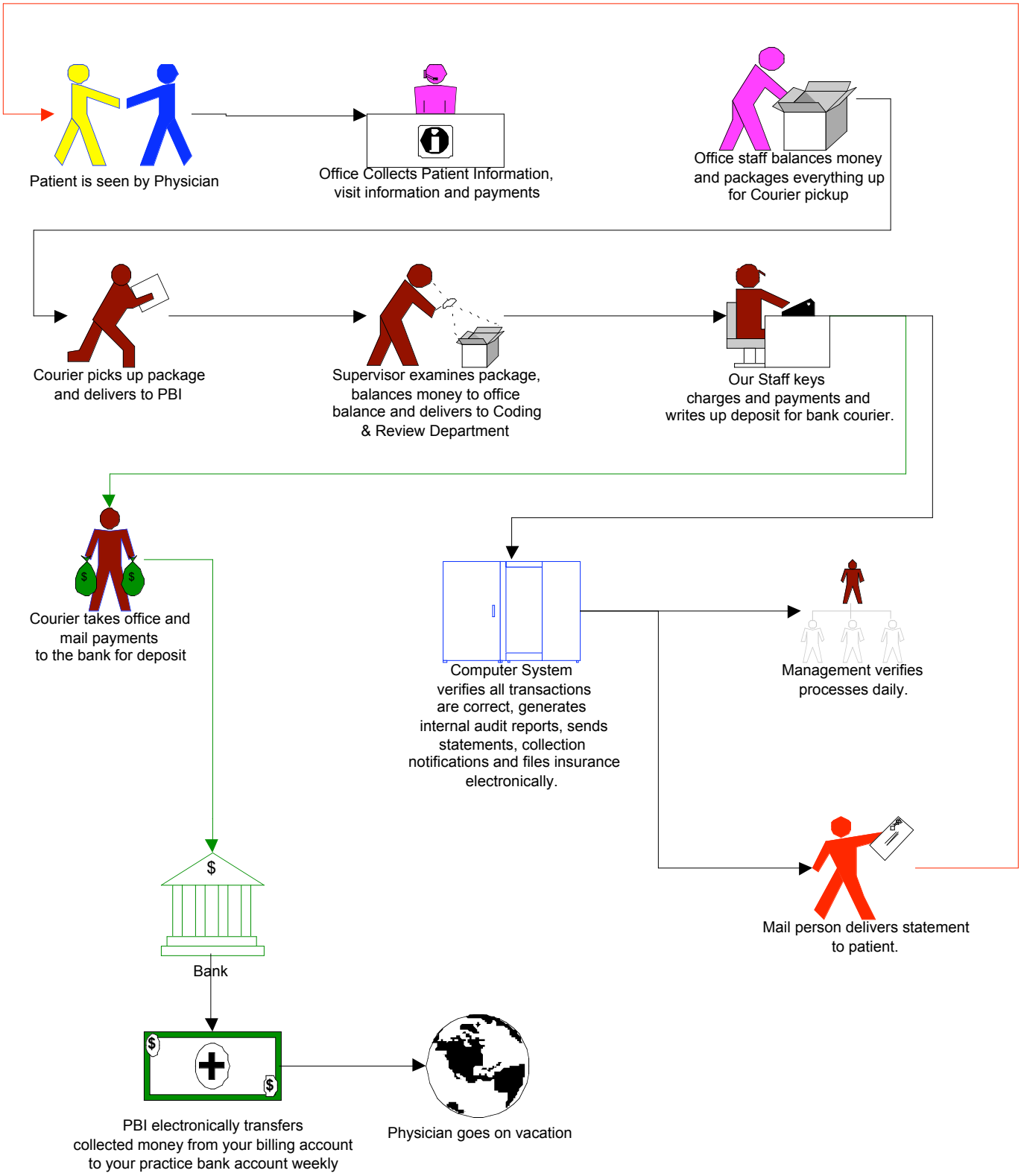
Patient is seen by Physician
Office Collects Patient Information, visit information and payments
Office staff balances money and packages everything up for Courier pickup
Courier picks up package and delivers to PBI
Supervisor examines package, balances money to office balance and delivers to Coding & Review Department
Our Staff keys charges and payments and writes up deposit for bank courier.
Courier takes office and mail payments to the bank for deposit
Computer System verifies all transactions are correct, generates internal audit reports, sends statements, collection notifications and files insurance electronically.
Management verifies processes daily.
Mail person delivers statement to patient.
Bank
PBI electronically transfers collected money from your billing account to your practice bank account weekly
Physician goes on vacation