

Copy and Paste Charges

Last Modified on 04/21/2023 3:23 pm CDT

A biller or coder may have access to use the Copy and Paste feature to enter charges on behalf of a physician. Be sure this is within your system's workflow expectations before doing so.

Copy and Paste

1. Navigate to the encounter and the date of service where there is a charge you would like to copy - you may do this from the Census or the RCM.
2. On the right side above the charge, click the copy function, which will read "Copy charge for (Provider Name)" when you hover over it. It is important to note that you may only copy and paste the charge within the same patient encounter, you may not copy and paste to a different patient.

The screenshot displays the ChargeCapture interface. On the left, a patient list shows various providers and their dates of service. The main area shows a detailed view for Taylor Jones on April 20, 2023. The charge list includes CPT 49596 (RPR AA HERNIA 1ST > 10 CM NCRCB/STRANGULATED) and ICDs 125.9 (Chronic ischemic heart disease, unspecified) and 188. A tooltip 'Copy all charges for Taylor Jones' is visible over the copy icon.

3. Navigate to the date of service you would like to paste the charge on and click the paste tool, which will read "Paste CPT for (Provider Name)" when you hover over it. You will then see the CPT as well as the ICDs associated with it pasted on the specified date of service. You may paste to multiple dates of service by scrolling to additional dates and selecting the paste tool again.

ChargeCapture
Powered by MDI Health

Hospitalist

Test Admin

Enter First/Last Name

Jones, Betty - 05/01/1975 [Note]

Main Health System (MHS)

0 1 0 0

Viewing 16 patients for today

Admit, Futurey 01/01/2000 test9876 06/22/2022 systemFlagEnc S. Sanford

CHOOO, CHO 01/14/1975 N/A 09/12/2019 FSHEET Up 2 day FI/Us Note S. Sanford

Doe, Joe 05/05/1985 N/A 04/06/2023

Grayson, Dick 09/04/1969 DG01252023 09/04/2019

Jones, Betty 05/01/1975 N/A 05/01/2022 Note T. Jones

Macaroni, Salvatore 01/20/1998 N/A 05/03/2022 S. Sanford

Malfoy, Draco 04/04/1972 N/A 04/04/2022 M. Sloan

Patient, Test 09/09/1972 test01042022 09/08/2022 S. Sanford

Potter, Harry 03/21/1984 N/A 03/20/2022

Admit 05/01/2022 Unit / Room / Hosp MRN Diagnosis

Discharge Type / Class / Clinic MRN (none) Account 12345 Payor

Charges Notes Labs Orders Care Team Facesheet

Show All Groups Group Assignments Encounter Pends Bulk Actions Show Inventory

Apr 21, 2023 - Fri

Hospitalist

Taylor Jones Quick Code 99221 G8629 4041F 9 Paste CPT to Taylor Jones: 49596

No Charges

Remove Assignment Mark Not Seen

Apr 20, 2023 - Thu

Hospitalist

Taylor Jones Quick Code 99221 G8629 4041F 99000 99291 + Assign to...

49596 RPR AA HERNIA 1ST > 10 CM NCRC8/STRANGULATED

Manage ICDs Add Modifier Assign Supervisor Remove All ICDs

N/A Standard Laborist

I25.9 (R 188) Chronic ischemic heart disease, unspecified

Today Friday Messages

Tip: You may also copy and paste the ICD codes separately from the CPTs by using the paper icon to the right of the charge itself and using the same copy and paste steps to add them to an existing CPT.