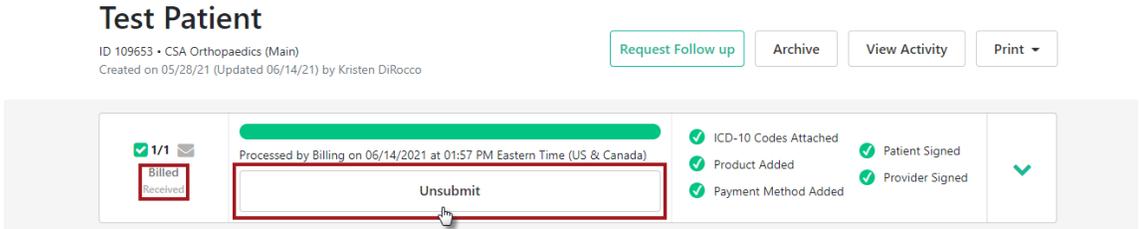


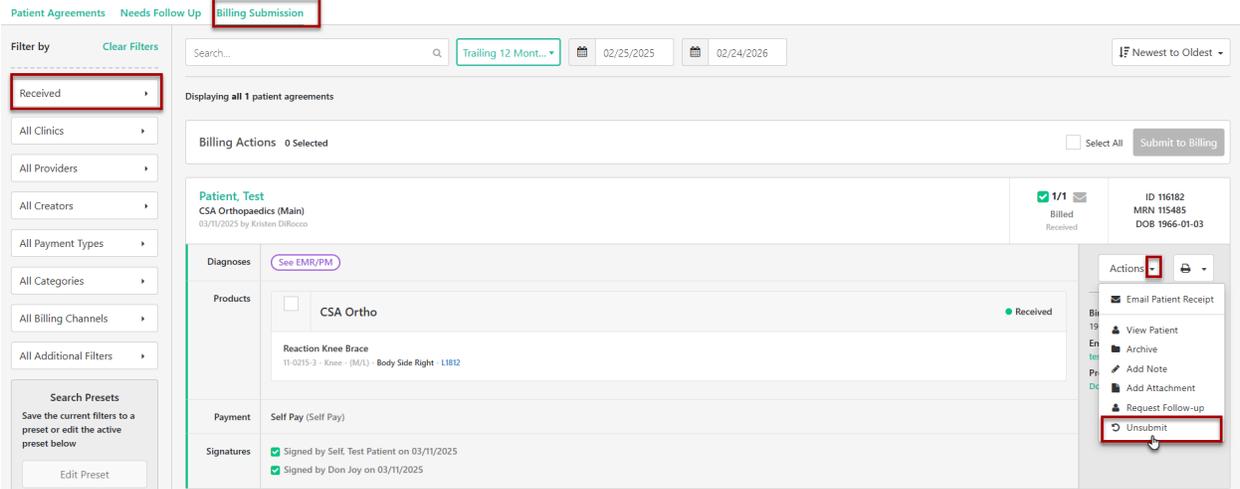
UNSUBMIT A BILLED PATIENT AGREEMENT

A user with the Admin Role can Unsubmit a billed Patient Agreement from the Billing Submission page. In the Expanded PA view the UnSubmit option can be found under Actions by selecting the drop-down menu. On a Billed/Received PA the UnSubmit is visible on the Billing Status bar at the top of the claim.

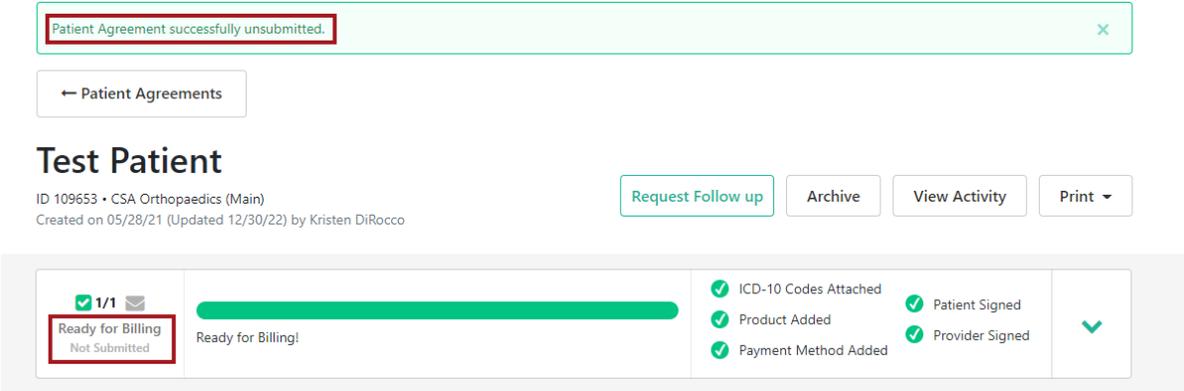
PA View:



Expanded PA View:



Once the **Unsubmit** option is selected, the Patient Agreement will be updated. A message will appear indicating the PA was successfully unsubmitted and in Ready for Billing/Not Submitted status again.



UNSUBMIT A BILLED PATIENT AGREEMENT

The PA can be searched on the PA+BS page under the Not Submitted filter to review and re-submit to billing at any time.