

ATB vs Accountant's Report

The Aged Trial Balance and Accountant's Report supply similar information about AR balances; however, they report these figures in different ways. The following is an outline explaining the similarities and differences of these two reports:

AGED TRIAL BALANCE

Uses patient account balance.....
Groups balance by Financial Class.....
(Fin Class Field in Guarantor/Ins tab)

Includes credit balances in totals.....
Includes totals for in-house patients.....

Ages by discharge date.....

ACCOUNTANT'S REPORT

Uses patient account balance
Groups by outstanding insurance
(Prioritizes Medicare, Medicaid,
Blue Cross, Commercial, Private
Pay – if Medicare has paid, balance
Goes to Medicaid, etc)

Breaks out credit balances
Breaks out totals for in-house
Patients. Option to print I/P and
O/P separately.
I/P=Type 1 O/P=Types 2-5

Ages by discharge date and
Payment date

Both reports have fields listed under the columns labeled INS and BILL codes. These fields represent the following information:

AGED TRIAL BALANCE

Header	BILL
Information	INS CODES
Codes	MB B 1 X T
Meanings	1 2 3 4 5

1 = Financial Class from the Guarantor/Ins tab on the Registration and ADT screen.
2 = Primary Outstanding Insurance (first character only) – Priority order: M, X, B, C
3 = Cycle Code from the Guarantor/Ins tab on the Registration and ADT screen.
4 = Bill Switch from the Guarantor/Ins tab on the Registration and ADT screen.
5 = Terms

1 = Financial Class from the Guarantor/Ins tab on the Registration and ADT screen.
2 = Outstanding Insurance (first character only) - Priority in order of: M, X, B, C
3 = Collect Code from the Guarantor/Ins tab on the Registration and ADT screen.
4 = Bill Switch from the Guarantor/Ins tab on the Registration and ADT screen.

ACCOUNTANT'S REPORT

Header	BILL
Information	INS CODES
Codes	MB B 1 X
Meanings	1 2 3 4

AGING NOTES

For both reports, aging is based on charge date for non-discharged patients. Charges for discharged patients are aged based on the discharge date. If negative payments are made (Negative Receipts), and these payments exceed the positive payments, this amount will age in the Over 120 column.