Quick Pay Window Settings

The Quick Pay window settings allow a user to determine which of the available tabs/sections they want to display and then, when in List View, which of those sections should be expanded.

To access the setting, click the gear (third button) button on the left upper corner of the Quick Pay window.
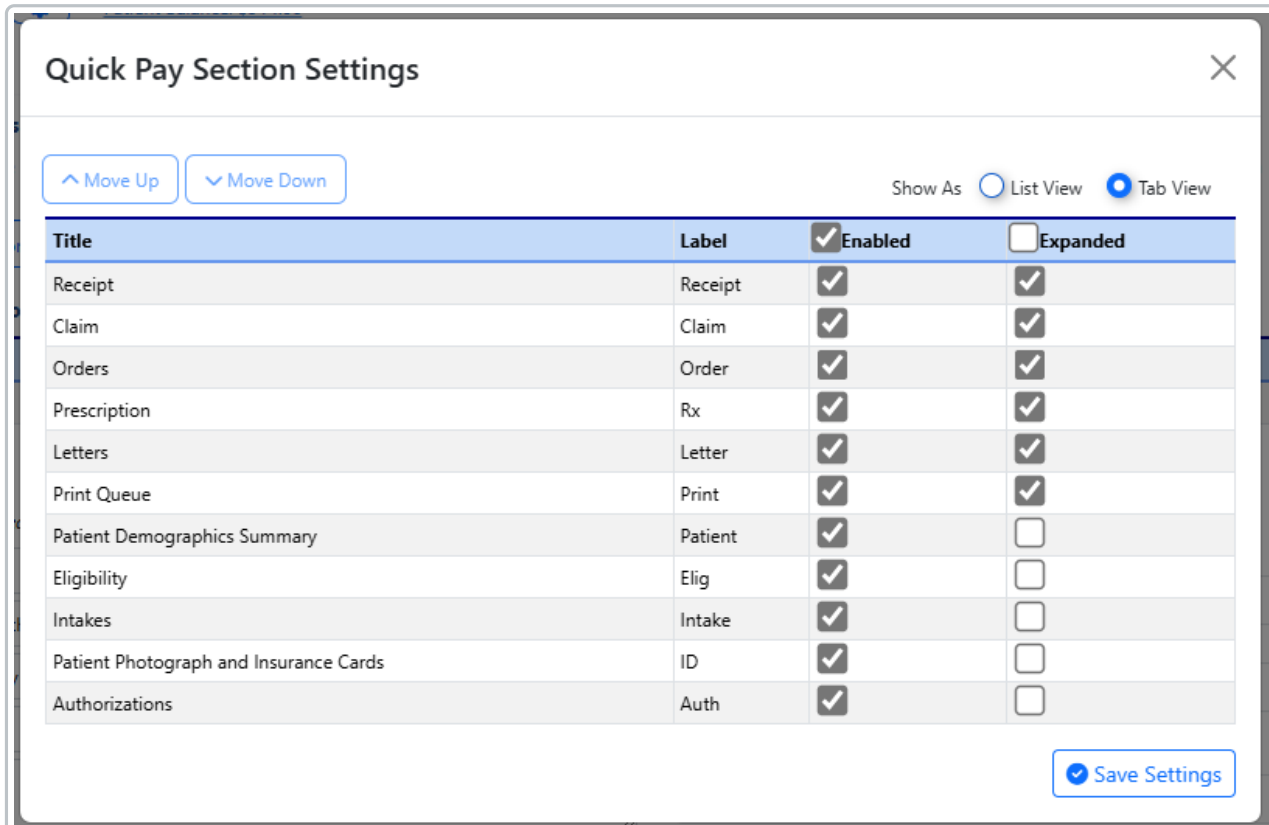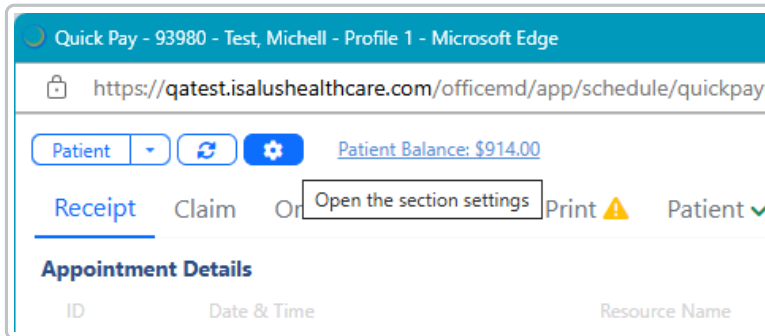
Users can determine what type of display they prefer: List View or Tab View (see example section at the bottom of this page):

- Tab View where only one section at a time will display.
- List View, where the sections allow continuous scrolling.

Quick Pay settings:

- Move Up button allows the user to move the selected tab/section up in the order it is displayed.

- Move Down button allows the user to move the selected tab/section down in the order it is displayed.
- Show As toggle allows the view change of the Quick Pay window.
- Enabled checkboxes allows the selection of the tab/section to display on the Quick Pay window for the user.
- Expanded checkboxes allows the selection of the sections that should be expanded when the Quick Pay window is opened as List View.
- Save Settings button allows the user to save the selected settings.

Quick Pay - 93980 - Test, Michell - Profile 1 - Microsoft Edge

https://qatest.isalushealthcare.com/officemd/app/schedule/quickpaypatient/1501/300015?timestmp=1740783129240&u1=!michell&u2=838792E3CCA847E483EA4627...

Patient ▾ | ⟳ | ⚙ | Patient Balance: $914.00   ⋮ 🔖 93980-Test, Michell 01-Jan-1990 (35y) ♂

∨ Receipt

**List View
(All selected sections in
a continuous scroll)**

Appointment Details

ID   Date & Time   Resource Name   Primary Care Physician   Service Location
                                                        None Reported

[↗ Transaction History] [↗ Payments] [✓ Validate] [⟳ Refresh Charges]

Insurance Information

Coverage	Payer	Insured ID	Group/Policy Number	Copay
1	Aetna Test	00123154584	0357159789640123	$0.00

New Receipt Detail

Appointment Estimated Balance: $0.00. No appointment, unable to calculate

Amount *   [   ]   Service Location *   [Search Service Location   ] [Search]

Paid By *   [(1) Michell Test   ▾]   Payment Plan
                                                                 [Search Payment Plan   ] [Search]
Type * [Co-Pay   ▾] Method * [▾]   ⟳ [1 Active] [3 Past Due]

ID #   [   ]   Payment Batch
                                                                 [Search Payment Batch   ] [Search]
Comment   [   ]
                  [   ]

☐ Associated with Claim   ☑ Include Comment
☑ Include Diagnosis   ☑ Include Procedure

[⊕ Create Receipt]

Receipt Transactions

Amount Paid	Post Date	Paid By	Type	Method	ID #	Comment	User ID

[↺ Reverse Receipt] [🖶 Print Receipt] [↗ Quick Statement] [▤ E-Receipt] [⟳ Refresh]   Receipt Total: $0.00

∨ Claim

[⊕ New] [🖶 Print] [✓ Save] [☰] [▾] [▦ Encounter] [⎘ Copy] [↺ Audit] [↗ Claim]