

# MHA 104 D

1. the amount of advance payment or overpayment on an account
  2. positive or negative change to a patient's account balance that does not involve the exchange of money or the addition of a charge for services
  3. billing a patient for the difference between the billed amount and the amount allowed by the insurance carrier
  4. determining how long an account has been past due
  5. the monetary cost for services or supplies that increases the account balance; also called a debit or a fee
  6. an outside company that specializes in collection of payment for unpaid bills
  7. an adjustment that affects a patient's balance that is not a new charge or payment, for example a reduction of fee by the physician
  8. a single financial record
  9. amount of money a patient owes
  10. the combined record of all patient accounts
  11. a summary of unpaid accounts
  12. a subtraction from the patient's balance
  13. the book of original entry in accounting
  14. total ending balances of patient ledgers equal total of accounts receivable control
  15. the act of transferring information from one record to another
  16. reduction or absence of fee to professional associates
  17. cash received
  18. a request for payment
  19. system in which approximately 25 percent of patient accounts are billed each week
- A. age analysis
  - B. credit balance
  - C. patient statement
  - D. account
  - E. general journal
  - F. discount
  - G. professional courtesy
  - H. skip
  - I. collection agency
  - J. account receivable ledger
  - K. disallowance
  - L. account balance
  - M. charge
  - N. posting
  - O. cycle billing
  - P. accounts receivable control
  - Q. contractual allowance
  - R. in balance
  - S. receipts

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| 20. amount of a charge that is above the maximum allowable fee                          | T. adjustment          |
| 21. bill sent to a patient  | U. reconcile           |
| 22. a payment   | V. statement           |
| 23. to compare financial activity with financial statements                             | W. trace               |
| 24. individual who has a balance due and has moved without leaving a forwarding address | X. balance billing     |
| 25. investigate the reason for denial of payment by an insurance carrier                | Y. received on account |