

e-Payment > Add Charge / Patient Billing

Ralph - 2023-08-09 - Stripe

You can bill a patient, add a charge or give discounts to regular patients by following the steps below. You can view this related article on how to set the pricing for your Visit Options - [e-Payment > Stripe Account and Visit Fees - Knowledgebase / VSee Clinic for Providers / Stripe - VSee Helpdesk](#)

[How do I charge a patient?](#)

[How do I apply a discount to the bill of a patient?](#)

[How can I add an additional charge to the bill?](#)

Charging a Patient

Go to the specific visit record of the patient that you wish to charge. This can be found under the **Patients** tab.

1. Select the **Payment** tab and review the billing details for the visit/consult.
2. Select **Submit Charge**. This will bill the patient's selected payment method for the price indicated under Total and automatically set the visit status to Completed.



Adding a Discount

You can add a discount to the bill of your patient while adding a charge. Go to the specific visit record of the patient that you wish to charge and add a discount. This can be found under the **Patients** tab.

1. Select the **Payment** tab.
2. On the **Discount** field, type in the % amount that will be deducted from the total amount of the bill.
3. Click **Submit Charge** to charge the customer. This will bill the patient's selected payment method for the price indicated under Total, apply the discount, and automatically set the visit status to Completed.



Adding a Charge

Go to the specific visit record of the patient.

1. Select the **Payment** tab.

2. Select **+Add item**.



3. Indicate the charge description and corresponding additional amount.

a. Click **Save** to save the additional item to the invoice but not charge the patient yet.

4. Click **Submit Charge** to charge the customer. This will automatically set the visit status to Completed.



Scope and Limitations:

- Adding an item can only be done for visits that are either in Pending Payment or Pending Completion status.

Related Article:

- [e-Payment > Stripe Account and Visit Fees - Knowledgebase / VSee Clinic for Providers / Stripe - VSee Helpdesk](#)
- [e-Payment > Manually Update a Patient's Billing Info - Knowledgebase / VSee Clinic for Providers / Stripe - VSee Helpdesk](#)

If you have any questions, please contact us at help@vsee.com

Last updated on: 3 August 2022

Tags

add charge
add fees
e-payment
extra charge
Stripe