The **Facility Charge Ticket** page is used to track charges for patients who visit the ED. ED Managers may view the information collected here, if desired. The billing/coding department is responsible for ensuring the documentation here is correct and complete. ED Managers should NOT make adjustments or submissions. Work with billing/coding if you have questions or concerns about the documentation.

1. In the patient’s chart, click **Facility Charge Ticket** in the Menu.

2. Selections with a * denote documentation completed by nursing.

3. Click **Next** to progress to **Infusion & Injections**, and **Summary** views. **DO NOT** click the **Submit** button on the **Summary** page! This step is to be done by the coder/biller.