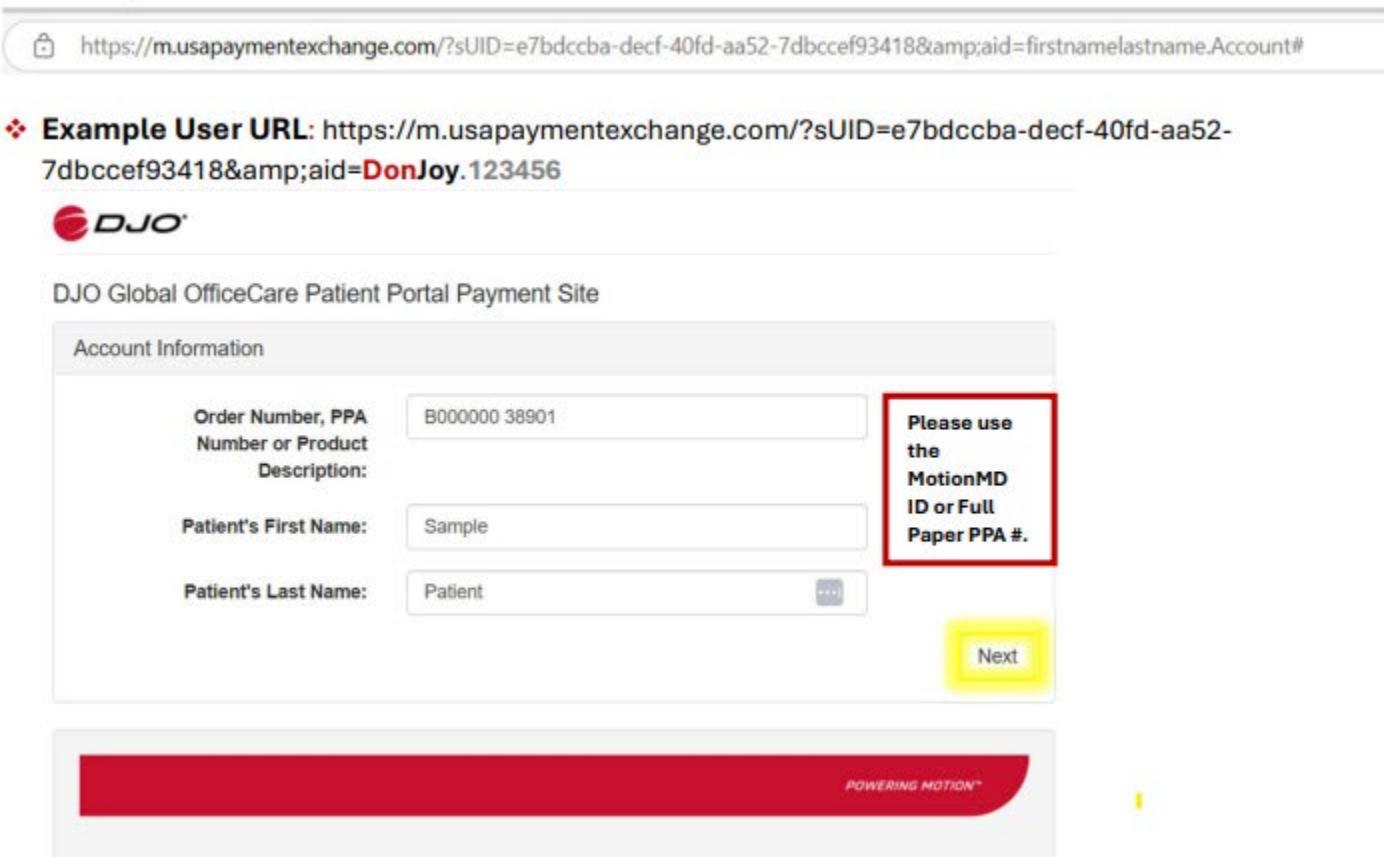


Check Processing Through RevSpring

Check Processing URL: <https://m.usapaymentexchange.com/?sUID=e7bdccba-decf-40fd-aa52-7dbccef93418&aid=>

After navigating to the site with the above link, add user and clinic identifiers to the end of the URL. This will tie the transaction to a specific user and clinic location for reporting purposes.

This will be your first name and last name, then a period, and then your OfficeCare Account #. You do not need to put “OC” in the URL.



Example User URL: <https://m.usapaymentexchange.com/?sUID=e7bdccba-decf-40fd-aa52-7dbccef93418&aid=DonJoy.123456>

DJO

DJO Global OfficeCare Patient Portal Payment Site

Account Information

Order Number, PPA Number or Product Description: B000000 38901

Patient's First Name: Sample

Patient's Last Name: Patient

Please use the MotionMD ID or Full Paper PPA #.

Next

POWERING MOTION™



DJO Global Patient Portal Payment Site

Payment Options

Name: Betty Johnson

Order Number or Product Description: PA#996548

Payment Method: Credit Card eCheck

Payment Information:

Payment Amount: \$ 15.00
Format: ####.##

Receipt: None Email

Email: BettyJ@email.com

Verify Email: BettyJ@email.com

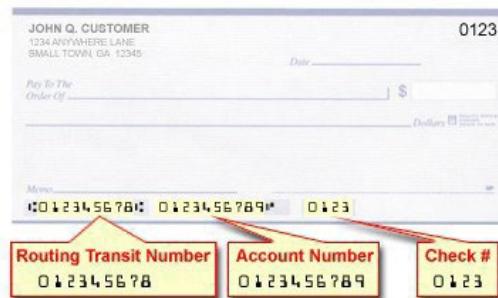
Select eCheck*

Enter payment amount

If patient wants email receipt select Email and enter patient's email address
If patient does not need receipt leave None selected

Do Not select Credit Card if you are using MotionMD

Bank Account Information



Account Name: Betty Johnson

Routing Transit Number: # Routing Transit Number

Account Number: # Account Number

Selecting eCheck opens check detail section

Enter check holder name

Routing #

Account #

Click Next

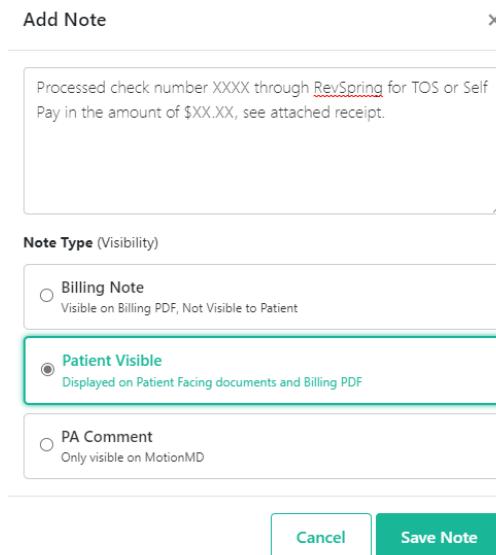
Back Next

Entering billing address is not necessary. To complete the transaction, click the Next button.



A screenshot of a web form for entering a billing address. The form includes fields for Address Line 1, Address Line 2, City, State/Province, and Zip/Postal Code. Below the form are two buttons: 'Back' and 'Next', with 'Next' being highlighted with a red box.

Final step is to attach your confirmation receipt to the PA and add a note to the Patient Facing note in **MotionMD** that the check payment was processed through REV SPRING. Please note confirmation # (highlighted below).



A screenshot of the "Add Note" form. The form includes a text area with the note: "Processed check number XXXX through RevSpring for TOS or Self Pay in the amount of \$XX.XX, see attached receipt." Below this is a "Note Type (Visibility)" section. It contains three options: "Billing Note" (radio button not selected), "Patient Visible" (radio button selected, highlighted with a green border), and "PA Comment" (radio button not selected). At the bottom are "Cancel" and "Save Note" buttons.