

WHAT IS A VALID RECEIPT?

The IRS says a valid receipt must be produced by your provider and include five specific details about the service you received.

1. Provider Name
2. Date of Service
3. Patient Name
4. Service Description
5. Service Charge

Ed's Pharmacy
123 Main Street
Yourtown, WV 12345

DATE: 09-15-07 TIME: 10:29AM
TERMINAL ID: K28100100J
MERCHANT ID: 51292608873214

VISA
*****6809

SALE
BATCH: 001241
AUTH: 6583025
INV: 000008

TOTAL: \$ 15.82

JANE DOE

X

I AGREE TO PAY ABOVE TOTAL AMOUNT
ACCORDING TO CARD ISSUER AGREEMENT
(MERCHANT AGREEMENT IF CREDIT VOUCHER)



Bad
Receipt

- ✓ 1. Provider Name: Ed's Pharmacy
- ✓ 2. Date of Service: 9-15-07
- ✓ 3. Patient Name: Jane Doe
- ✗ 4. Service Description: Missing
- ✓ 5. Service Charge: \$15.82

Ed's Pharmacy 09-15-2007

(123) 456-7890 Customer Receipt

Customer: JANE DOE

LORATADINE 10MG TABLET
Take once daily

Pay: \$ 15.82

Ed's Pharmacy, 123 Main Street, Yourtown, WV 12345



Good
Receipt

- ✓ 1. Provider Name: Ed's Pharmacy
- ✓ 2. Date of Service: 9-15-07
- ✓ 3. Patient Name: Jane Doe
- ✓ 4. Service Description: Loratadine
- ✓ 5. Service Charge: \$15.82

Sample Dentistry
124 Main Street
Yourtown, WV 12345
Phone: (123) 456-7891



Bad
Receipt

Jane Doe - 789 Maple Street - Yourtown, WV 12345 Account: 4826

Date	Patient	Description	Tooth	Performed By	Reference	Amount
9-25-07		Previous Balance				\$168.00
9-30-07		Visa Payment				(\$168.00)

Scheduled Appointments				New Balance:	
Jane Doe	11-15-07	3:30PM		\$0.00	
John Doe	11-15-07	3:30PM			

- ✓ 1. Provider Name: Sample Dentistry
- ✗ 2. Date of Service: Missing
- ✗ 3. Patient Name: Missing
- ✗ 4. Service Description: Missing
- ✓ 5. Service Charge: \$168.00

Sample Dentistry
124 Main Street
Yourtown, WV 12345
Phone: (123) 456-7891



Good
Receipt

Jane Doe - 789 Maple Street - Yourtown, WV 12345 Account: 4826

Date	Patient	Description	Tooth	Performed By	Reference	Amount
9-15-07	John Doe	Panoramic film		Dr. Johnson	John	\$80.00
9-15-07	John Doe	Extraction	A	Dr. Johnson	John	\$72.00
9-15-07	John Doe	Extraction	K	Dr. Johnson	John	\$72.00
9-25-07		Insurance Payment			John (9-15-07)	(\$56.00)
9-30-07		Visa Payment			John (9-15-07)	(\$168.00)

Scheduled Appointments				New Balance:	
Jane Doe	11-15-07	3:30PM		\$0.00	
John Doe	11-15-07	3:30PM			

- ✓ 1. Provider Name: Sample Dentistry
- ✓ 2. Date of Service: 9-15-07
- ✓ 3. Patient Name: John Doe
- ✓ 4. Service Description: Extraction
- ✓ 5. Service Charge: \$168.00