

Edit or Remove a Saved Credit Card

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Follow the steps below to edit or remove a saved credit card for this patient.

1. Select **Patient > Patient**.
2. Use the **Search** field to search through your patients.

Tip: Check the “*Include inactive patients*” box to include inactive patients in your search results.

3. Select the **Patient**.
4. Click the **Billing Info** tab.
5. Navigate to the **Saved Payment Information** section.
6. To **Edit a Credit Card**

1. Select the credit card from the options.
2. Update the desired information.

7. To **Remove a Saved Credit Card:**

1. Click the **Delete icon** (Trash Can).

Saved Payment Information

<div><p>Visa Card</p><p>Ending in 1933</p><p>Expires 4/27</p><p>Payment Portal</p></div>	
<div><p>Visa Card</p><p>Ending in 1111</p><p>Expires 5/26</p><p>Payment Portal</p></div>	

+ Add a New Card

8. Click **Save**.
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