# Patient Access Service Communication Bulletin
### April 13, 2021

## Claim Information Record

The Claim Information Record has a new look and the navigation has changed with the Epic Upgrade.

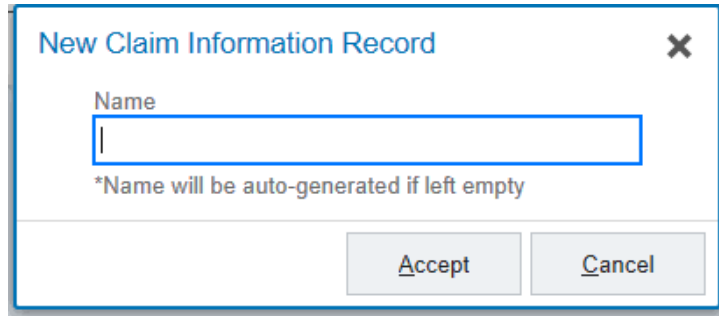The Claim Information Record can be found using the Claim Info Button in the Interactive Face Sheet Activity Toolbar.



*Interactive Face Sheet*

- To create a new record, Click the New Claim Information Record, found in the upper right-hand corner

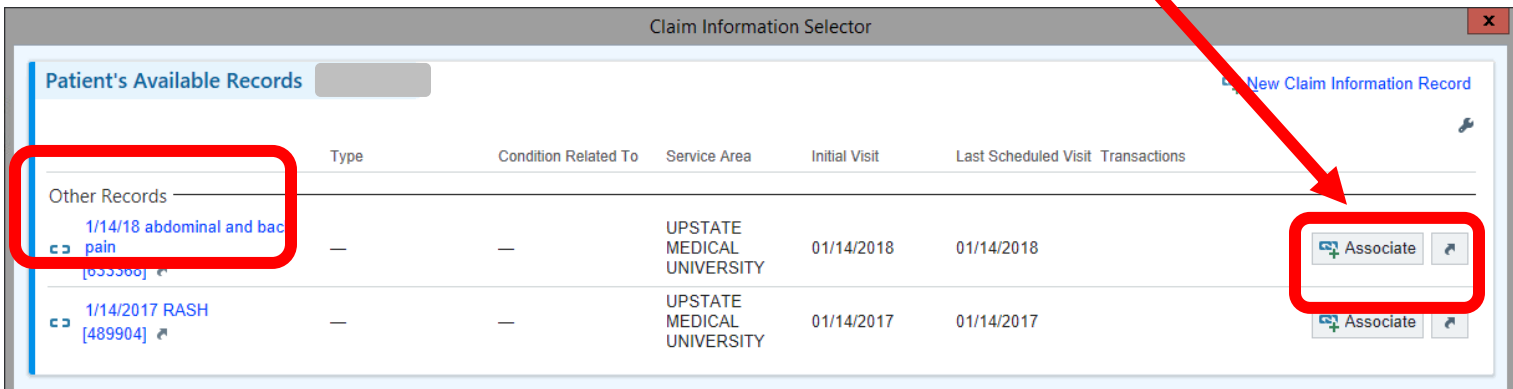- The New Claim Information Record populates. Name the Claim using the proper naming convention of: Date and Body Part



- All existing claim records can be found under Other Records
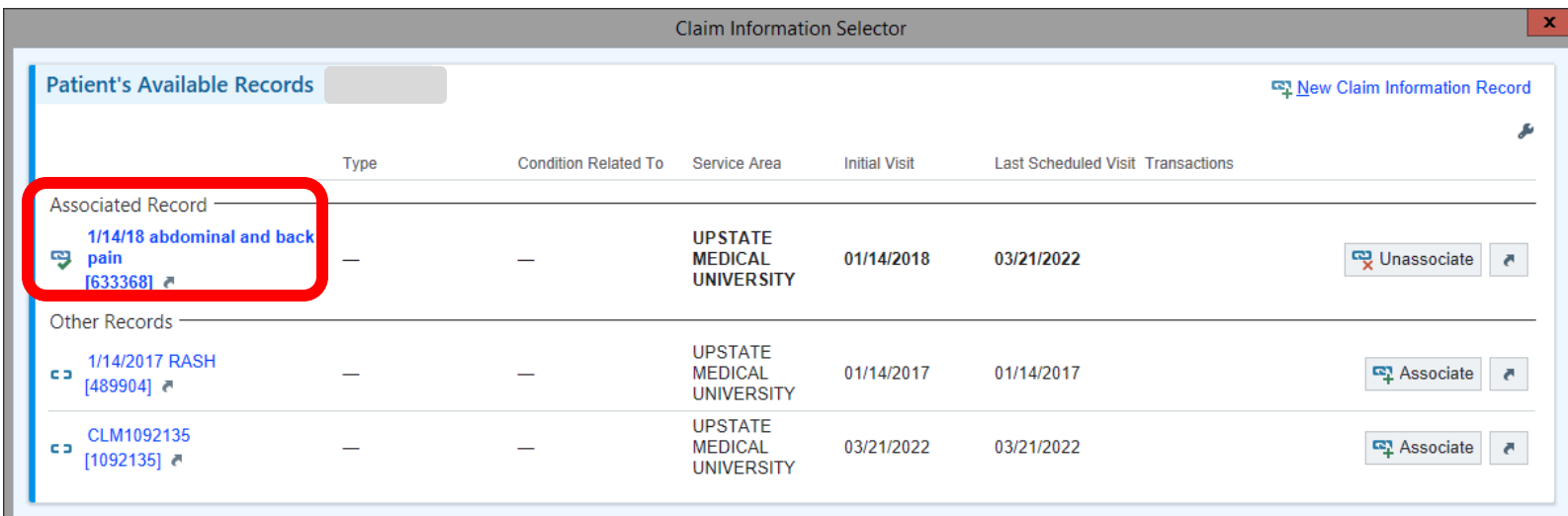- To attach an existing record to the HAR click to the right on the Associate button.



- Once linked a green checkmark will then appear to the left next to the Associated Record