

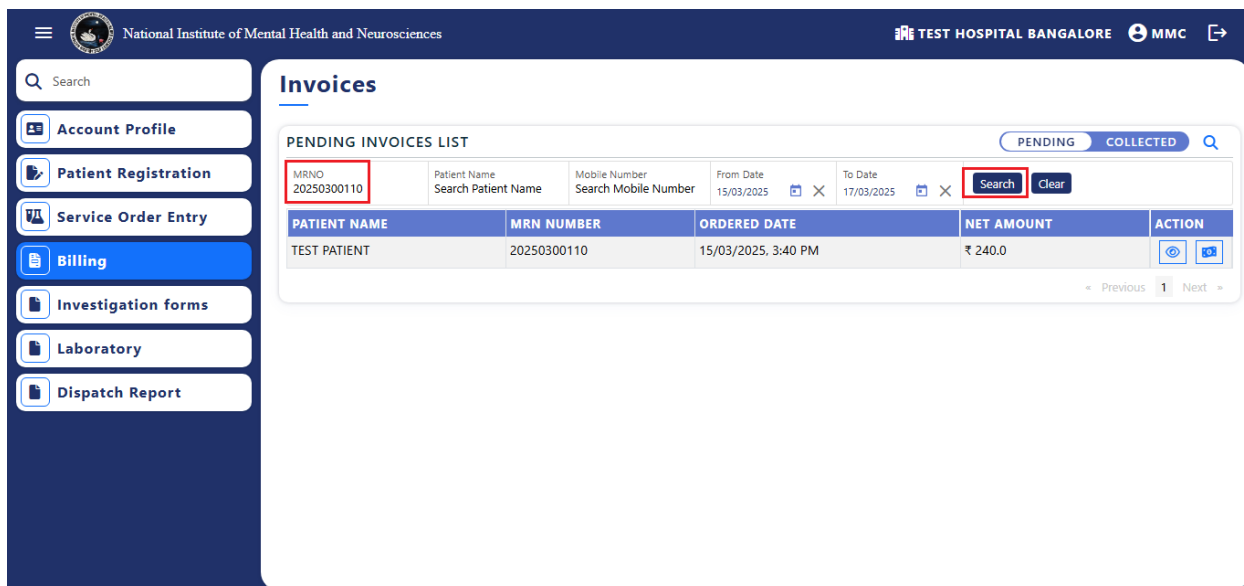
NIMHANS EXTERNAL PORTAL

Billing – User Guide



Click on **Billing** menu

Step 1: Search for Pending Invoice

- Enter the required value in the **search field** (e.g., MRNO).
- Click the **Search** button.



The screenshot shows the NIMHANS External Portal interface. On the left is a sidebar with a search bar and menu items: Account Profile, Patient Registration, Service Order Entry, **Billing** (highlighted), Investigation forms, Laboratory, and Dispatch Report. The main content area is titled 'Invoices' and contains a 'PENDING INVOICES LIST' section. This section has tabs for 'PENDING' and 'COLLECTED'. Below the tabs is a search form with fields for MRNO (containing '20250300110'), Patient Name, Mobile Number, From Date, and To Date. A 'Search' button is highlighted with a red box. Below the search form is a table with the following data:

PATIENT NAME	MRN NUMBER	ORDERED DATE	NET AMOUNT	ACTION
TEST PATIENT	20250300110	15/03/2025, 3:40 PM	₹ 240.0	 

At the bottom of the table, there are navigation links: '< Previous', '1', and 'Next >'.

Step 2: Select Pending invoice for billing

- After searching, a list of pending invoices will appear.
- Click on the **Pay icon** of the pending invoice detail to proceed.

National Institute of Mental Health and Neurosciences TEST HOSPITAL BANGALORE MMC

Search



Account Profile Patient Registration Service Order Entry Billing Investigation forms Laboratory Dispatch Report

Invoices

PENDING INVOICES LIST

PENDING COLLECTED

MRNO	Patient Name	Mobile Number	From Date	To Date	Search	Clear
20250300110	Search Patient Name	Search Mobile Number	15/03/2025	17/03/2025		

PATIENT NAME	MRN NUMBER	ORDERED DATE	NET AMOUNT	ACTION
TEST PATIENT	20250300110	15/03/2025, 3:40 PM	₹ 240.0	 

Previous 1 Next

Step 3: Payment

- In the **Payment Options**, you can see different methods available for doing the payment.
- Select the appropriate payment option and do the payment.

NIMHANS Razorpay Trusted Business


Price Summary
₹240 +Fee



Using as +91 12121 21212


Secured by Razorpay


Payment Options

Recommended

UPI 

Cards  

Netbanking 

Wallet 

UPI QR

Show QR

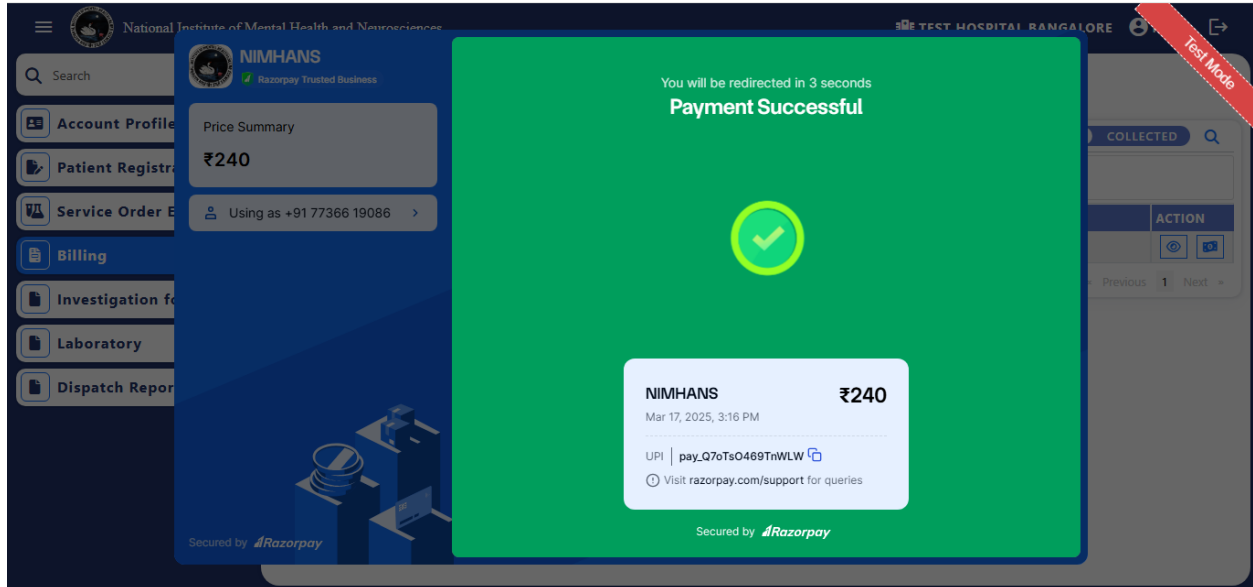
Scan the QR using any UPI App

Pay with UPI ID / Number

example@okhdfcbank

Verify and Pay

Test Mode



◆ **Note:** Ensure all required fields are entered correctly before saving.