# ФУНКЦИОНАЛЬНАЯ ВОЗМОЖНОСТЬ "Выставление актов и счетов об оказанных услугах"

## Функциональное назначение:

Инструкция:

Скачать инструкцию в формате PDF

## Выставление счетов

Счета выставляются либо по факту оказанию услуг за какой-либо период, либо сразу на всю сумму. Факт оказания услуги пациенту, обратившемуся за услугами по договору с юридической организацией, фиксируется в МИС «ИМЦ: Поликлиника» и загружается в АИС «ИМЦ: Учет платных услуг» в автоматическом режиме.

Если необходимо **выставить счет сразу на всю сумму** следует открыть спецификацию и нажать «Создать на основании - счет на оплату».

**Важно!** В договоре галочка «Счета выставляются по факту оказания услуг» должна быть снята.

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## Рисунок 48 Выставление счета

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## Рисунок 49 Форма счета

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## Рисунок 50 Внесение данных в форму счета

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## Рисунок 51 Печать счета

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Рисунок 52 Изменение данных в счете

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## Рисунок 53 Статус счета

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## Рисунок 54 Выставление счета

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Рисунок 55 Выставление счета по факту оказания услуг

Если необходимо **выставить счета по факту оказанию услуг** за какой-либо период следует воспользоваться «Мастером выставления счетов». Он доступен в подсистеме «Взаиморасчеты с юридическими лицами» в разделе «Счета на оплату».

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## Рисунок 56 Мастер выставления счетов

В открывшемся окне следует указать период, за который выставляются счета и нажать «Далее».

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Рисунок 57 Запуск мастера выставления счетов

На втором шаге следует установить отбор по контрагенту, по договору, указать тип прейскуранта. Без данных критериев отбора счета выгрузятся по всем контрагентам, договорам и прейскурантам.

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### Рисунок 58 Установка отбора по выставлению

На третьем шаге следует установить отбор по типу медицинской системы, из которой необходимо выгрузить счета. Также есть возможность выставить счет по конкретному пациенту, для этого следует в поле «Пациент» выбрать значение из справочника.

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Рисунок 59 Параметры отбора

На четвертом шаге следует выставить параметры формирования счетов. Если указать признак «Группировать по пациентам», то в данном случае на каждого пациента будет сформирован отдельный счет. Далее следует нажать кнопку «Создать счета».

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## Рисунок 60 Параметры отбора

Система выдаст информационное сообщение о количестве созданных счетов.

## Список изменений в релизах:

1. Релиз № 2.1.9.2 от 20 ноября 2016 г.

Доработан механизм обмена спецификациями. Передается признак помеченного к удалению документа спецификации, тем самым в АИС ИМЦ «Поликлиника» нет необходимости перевыбирать услугу для просчета нужной суммы по спецификации.

2. Релиз № 1.0.0.47 от 26 января 2016 г.

Доработан функционал получения данных об счетах и оплатах из ВЬЮ таблиц.

3. Релиз № 1.0.0.47 от 26 января 2016 г.

Произведена модификация обработки «Мастер выставления счетов»

4. Релиз № 1.0.0.47 от 26 января 2016 г.

Реализован отбор по собственно оказанным услугам для выставления счетов.

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