

Generate a report based on ADA codes in the Ledger

298 [TDO KB](#) February 25, 2026 [Reporting Tools](#) 8.69K

Overview

How to generate a report from the Ledger page using an ADA code.

Detailed Instructions

- You will need to go to the Ledger page and right-click on the ADA code you are searching for and then:
- Select **View Cases for Specified Values**, and a new window will open
- The following pop-up window will display

Case Filter: ADA Code

Previous Filter

Referring Doctor

Practice Doctor
All

Search Value
Limited Oral Ex

Period
Lifetime

Begin Date
1/16/2015

End Date
1/16/2015

Report Type

☒ Case View
☐ Statistical Summary
☐ Report List

Pie Chart with Filter
Pie Chart without Filter

Item Count 10

☒ Completed Cases
☐ Recall Cases

New Filter Clear Filter Display

Add to Filter Close

- On that window, select under **Report Type** Report List
- On **Search Value** field, select: the description of the code you are looking for
- Enter the Period or Date range
- If you want the report show codes posted on completed cases, make sure the **Completed Cases** box is checked. If you want the report to show open and closed cases, uncheck the **Completed Cases** box
- Then click on **Add to Filter** button
- Next, click on **Display** button
- The report will be generated
- Right-click, then select **Print** to print the report

Online URL: <https://kb.tdo4endo.com/article.php?id=298>