

EasyDent Enhancements 2007

10-17-2007

711 From the Patient General Screen if you select the Window toolbar option, then Charting, then Perio, then New. There is a new "Print" button to print out a blank perio chart form.

09-15-2007

710 The Daily "Daysheet" has new total of "Total Month to Date Net".

09-11-2007

709 When logging in to EasyDent if there are on patient reminders to be displayed the "No Active Reminders" message has been eliminated.

08-28-2007

708 The Patient Search by Criteria report now supports duplex (double sided) printing.

08-14-2007

707 You can directly open the patient's EDR Documents folder from the General screen, using top toolbar "Windows" then "Documents".

08-07-2007

706 There is a new option allowing you create Enhancement Request easily. From the Primary Menu, select "Tools" then "Enhancement Request".

705 The Monthly Accounts Receivable Report, now shows an aging breakdown of All Debit(Positive) balances. This is not to be confused with your normal aging report, that limits aging based on multiple criteria you supply.

704 The Daily Reports, Audit report now lists items that have been deleted, they have a "*Del" code on the far right of each item. A report footnote is also included for explanation.

08-03-2007

703 EasySchedule will automatically prompt you if you try to completely delete or change and entire time slot entry. If you don't like this new feature you can use the Schedule Utility Menu, the Set Scheduling Options, and click "De-Activate Safety Field Clear Prompt".

07-09-2007

702 There is a new feature that would allow you to program different fees based on different doctor numbers when posting. You would need to use extreme caution if you use the feature. You can read about it in detail from the Primary Menu, select toolbar "Help" option, then "General Help Topics", and the topic "Multiple Doctor Different Fee Schedules".

07-07-2007

701 The Ledger Report Style "2" has changed to have a default to list the ledger items on the report in chronological order (Oldest Ones First).

06-18-2007

700 The Single Label Print "Dymo" type labels, has been enhanced to you can now quickly include the Primary Insurance Carrier on the label. In addition, you can even design your own label templates. Creating

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the exact format for your charts, etc. Use the "Design Label Templates" toolbar option on the top of the Label Print Window. Once on the design screen use the "Help" toolbar option. You will see what symbols to use to create your customized label, including the ability to control the fontsize.

06-14-2007

699 EasySchedule - The Cancelation Log has improved, now capturing the UserID of the Person and the time they performed the cancelation. It's also easier to get to the report, just click the toolbar "Print" option, then "Cancelation Report".

698 EasySchedule - If you have a comment on the GENERAL Screen and begin it with the special character "[" the comment field on the Schedule name search screen will blink in Red and White.

697 EasySchedule - when you do a name search if the patient is marked as "*SPECIAL*" on the general screen, the buttons allowing you to appoint then will be disabled, plus a large STOP symbol will be displayed.

6-07-2007

696 There is a new Work Station User option you can set to start a program to help keep your network link active. From the Primary Menu select the "Options" button, then check the option "Auto Start 10 Min Network Wake Up". This will cause minor network activity to your shared network data drive for a split second every 10 minutes. This can keep some Windows XP and Vista systems from periodically losing your network drive connection. Many Windows XP and Vista systems are set to only keep the network drive connection open for 15 minutes of inactivity, which can cause data access error codes of 52 and/or 76.

6-04-2007

695 There is a new function on the Advanced Utility menu to allow you to input a comma delimited file containing Patient Demographics. It is called "Import Patient Information".

6-03-2007

694 When you print Daily Reports, and Monthly Reports, you can check a new option "Duplex Printing" on the final Print Control. This directs the printer to print double sided, if you printer supports it. Like the HP L7680 AIO printer.

693 The Employee Time Clock, time override interface has improved. When overriding a time, a window pops up to make it easier for you to select the correct time, without having to use a numeric pad.

692 There is a new Scheduling option you can set to automatically be prompted with the Large Notes Screen, after selecting a service when making an appointment. From the Scheduling top toolbar pick "Tools" then "Utility Option Menu", select "Set Scheduling Options", finally check the "Display Large Note Prompt" box.

6-01-2007

691 On the Positioning there is another new option you may wish to set. Use the top toolbar "Tools" option, then select "Options Setup".
- If you check the box "Hide Hyg# on Payment Line", then the Hyg#

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field won't be displayed. If you don't you this field, you might want to hide it.

5-30-2007

690 On the Posting Screen there are two options you may wish to set.

Use the top toolbar "Tools" option, then select "Options Setup".

- If you check the box "Default to Primary Carrier for Ins Payments", when you select an Insurance Payment type, automatically the Primary Carrier number will appear in the Type/Number field on the Posting screen. If it isn't the primary Carrier then just type in the correct Carrier number.
- You can fill in the "Default Adjustment Code" field. This way if you normally use 1 adjustment code most of the time, it will be filled in as the default as soon as you enter an amount in the Adjustment Amount field. You override it when it's different.

5-24-2007

689 When you are printing an Individual NPI format Insurance Paper claim, there is a new option on top of the screen "Mini Ledger" that lets you view the Mini Ledger for the Patient. This way if you have to look up a Date of Service you don't have to exit the Print Screen.

5-19-2007

688 The Treatment Plan Screen has been enhanced.

- On the top toolbar "Tools" option you can select "Sort by Tooth Number" to rearrange all the procedures in order by tooth number.
- There is a scroll bar on the right of the screen to let you move up and down easier, naturally you can still use the Up and Down buttons.
- When you select the "Print" button, it's easier to select specific specific procedures to print.

687 The Daily Reports, "DaySheet" and Monthly Reports "Yearly Analysis" have a new total category called "Net". The Net is simply Charges minus Adjustments.

5-1-2007

686 The Fee Schedule Update screen has changed so that it doesn't automatically enlarge itself. You can use the new toolbar "Zoom" option to enlarge it if you like.

685 The first release of the NPI Version for Electronic claims is available from the Forms Menu. Your first step is to use the Utility Menu then select the "Company Name" option, ensure your proper NPI Numbers are on this screen, then press the "Save" button. Next, you have to use the flashing green "Insurance Processing Info" button, click cave and exit. Even if you have already previously entered your NPI Numbers!

Then try the new NPI versions of the Electronic Claim options from the Forms Menu. You may need to get a new version of your Remote software from Emdeon/WebMD. Contact them directly if you need to.

684 EasySchedule a new scan feature can compare the patient's Appointments screen data to your live schedule, looking for missing appointments. From the top of the Schedule screen, click "Print" then select "Schedule Audit Scan".

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- 683 There is a new EasySchedule telephone report format, "Format 8" that prints out any appointments notes made on the schedule using the "Notes" button on the pop up patient information window, as long as you use the "Add Note" button to date the note.
- 682 EasySchedule there is a new "30 Day" button on the Calendar Display to move the calendar to today plus 30 Days. Some treatments may require an appointment in 30 Days.
- 681 When creating a Prescription there is a new button "Clear Pharmacy", that will blank the pharmacy fields out, even if the patient previously used a specific pharmacy.
- 680 EasySchedule the patient name search screen has been enhanced. When you display someone's info and they have future appointments listed on the left in yellow, if you click on one of the yellow future appointment date entries, you will be taken to that day in the schedule. Remember if you have multiple schedules you may need to switch to another schedule to find your patient.
- 679 The Posting Screen, Insurance Screens, and Ledger screen has a new direct line under the "Windows" toolbar "Treatment Plan" to branch directly to the Treatment Plan screen, just like the General Screen does.
- 678 EasySchedule has a new feature you can use so that when you Minimize the schedule it automatically saves, then frees the day you were accessing.
- 677 There is a new Option to Scan in documents into Archived Patient folders.
- 676 The Managements Report, Top Patients by Payments, has a new option to zero in on the Family Totals instead of individual patient totals.
- 675 From the Primary Menu when you pick the Backup function, the "Cross Network Back Up" (Green button) has a new default option, to only back up the changed files. This should make it run much faster, but you may see pauses during its execution, while it's looking for any files that have been changed. We recommend you run this option at each work station, at least once a week.
- 674 A new schedule telephone report "Format 7" is available. It lists the cell phone number and long distance dialing prefixes. It also flags accounts in collections (even though they may have been scheduled).
- 673 On the Schedule Add "New Patient Real" screen you can create pop up lists for both the "Comments" and "Schedule Comments" fields. Use the top toolbar "Tools" options. Once the lists are created, simply click the button to the right of the comment fields to pop up the selection list.
- 672 The new 2006/2007 ADA Insurance form is available. When you click the "Print" toolbar option on the General Screen, select "Insurance Claim", then "2007 Format (NPI Version)". This option will be added to the

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other patient screen.

- 671 EasyDent has a direct interface with VixWin Imaging by Gendex. Use the Primary Menu toolbar "Help", then "General Help Topics", then pick the "VixWim Imaging" topic.
- 670 On the Schedule Add "New Patient Real" screen you can create pop up lists for both the "Comments" and "Schedule Comments" fields. Use the top toolbar "Tools" options. Once the lists are created, simply click the button to the right of the comment fields to pop up the selection list.
- 669 The CDT5 button on the ADA Fee Schedule screen has been updated to include the 2007 CDT Codes.
- 668 The Patient "ID Cards" screen has been greatly enhanced. It now allows you go scan input as well as import images. It also supports both the front and back sides of each card, up to 4 cards. From the Patients Screen including the EDR Visit screen select the toolbar Window option then "ID Cards".
- 667 The Monthly Aging Report has a new option where you can specify to limit the report to only "Active" patients, as indicated on the Patients General Screen. Generally, if you felt a balance was totally uncollectible, and the patient was being marked as "InActive", you might want to adjust the balance off to "Bad Debt" anyway.
- 666 The Daily Totals Report from the Monthly Reports screen has a new break down of payments by type at the end of the report.
- 665 EasySchedule has a new option you can set to show the actual appointment colors on the weekly graph. Use the top toolbar "Utilities" option, then "Utility Options Menu", and pick the "Scheduling Options" button. Finally set the Green "Weekly Graph Show Actual Colors" checkbox.
- 664 Daily and Monthly Reports will print 20 more lines per sheet of paper when set to the default font size of 8.
- 663 You can export patients email addresses to an Excel format type file. The file is comma delimited and can be directly opened by Excel or even imported into Access. From the Forms Menu select the new "Email Address Export" function. The file created is called C:\Temp\Emails.csv
- 662 EasySchedule there is a new button on the Cancellation window. You can click the light red button to cancel the appointment, but still leave the patient's name and "No Show" on the screen. This is useful if you are entering "No Shows" and you don't want to make the schedule time slots look empty.
- 661 The Phone List Function from the Primary Menu has a new option when you pop up the address screen. You can click the "Print Patient Slip" button to print the Office Information and Office Telephone number to hand a patient.
- 660 There is a new Posting Screen option you can set to cause a Pop Up

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Numeric Pad when entering Payments and Adjustments. If you want to try this option, from the Posting Screen click the top toolbar "Tools", then click "Option Setup", then Check the option called "Activate Pop Up Numeric Pad".

- 659 The Treatment Plan Printing has improved.
- You can select an option on the print windows to insert a left hand margin of 4 spaces when printing, it's the new yellow option.
 - When you create your custom Form to print using the "Edit Form" button, there are new commands you can insert into your text to enhance the print out.
 - &newpage will cause a page eject, allowing you to create a multiple page form.
 - &fontsize allows you to control the size of the font when printing your custom part of the treatment plan.
- Use the new Yellow Help button on the Form Editor to learn more.
- 658 The Lab Tracking "Lab Definition" Screen has a new button called "Print List of Labs" which will print out a complete list of the defined Labs along with any phone numbers, comments, etc.
- 657 There is a new function you can use to easily back up your entire EasyDent Folder to a USB Device. Then restore the folder to your home (or laptop) computer, make changes to patient EDR Charts, back up the changes to the USB Device, then use restore the changed Charts back to your main (office) computer. From the Primary Menu select the top toolbar "Tools" option, then "EDR Chart Sync - Backup/Restore" option. Use the built in Help option on the new function to learn more.
- 656 EasySchedule Reports - Telephone List "Format 1" has been enhanced to include the 1 plus phone prefixes as well as the cell phone.
- 655 The Account Summary Screen has been enhanced, allowing you to specify a range of dates for the Insurance YTD calculations. Also, the "INS\$" button on the screen has been enhanced to show a detailed list of insurance payments with DOS, along with the Carrier Totals. You can access this screen by using the green "Acct Tots" button on the bottom of the Ledger Screen, and/or the Mini Ledger Display.
- 654 The Patient's Appointment History Window has been enhanced to display the new Text Window information available for appointments from the schedule appointment information pop up screen. You can even modify the information from, if needed.
- 653 EasySchedule has a new option to allow you enter unlimited text comments for an appointment. After you have made the appointment, click on the name entry line of the appointment. When the Pop up Window comes up use the new "Notes" button to display the new "Text Note Pad Window". This window has several buttons for adding next entries to the top of the text, editing existing text, clearing, even a zoom button to see an enlarged view of the text.
- 652 EasySchedule has a new option you can set to leave appointment background colors alone when doing a more and/or cancel. You can set this option by using the Schedule toolbar "Utilities" then "Utilities Menu" option.

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Check the "Leave color alone for move/cancels" option.

- 651 EasySchedule the Patient Info pop up window now shows the one plus telephone prefix if it is on the patient's General screen.
- 650 The Phone Dialer from the Tools toolbar option on the General Screen, now supports the cell phone as well as one plus dialing.
- 648 There is a new option that allows you to de-activate the automatic blank Signature On File date field fill in. From the Primary Menu select the "LookUps & Aids" Options button. Then check the "Deactivate the Automatic Signature On File", option.
- 648 EasySchedule now logs the Time & Date someone makes an appointment, along with their UserID. You can see this expanded detail information by running the Schedule Log Report. Pick the top toolbar "Print" option, then select "Schedule Log Report", set the ranges of dates you are interested in, then click the Red "Run" button.
- 647 Signature On File date field on the Detailed Insurance Carrier Screen will be filled in automatically when you post a charge and/or assign a primary insurance carrier to the account, if the field was originally left blank.
- 646 The EasySchedule Multiple Schedules Graph has the following enhancements:
1. The top Toolbar has many new options for changing dates quickly.
 2. Each Schedule listed shows the name of the schedule at the top.
 3. The colors on the original schedule show up the same on the graph.
- 645 The Primary Menu Phone List feature has a new option to export the telephone list to a text file. This text file could then be synchronized with a PDA or other type of device. From the Phone List screen, select to toolbar "Tools" option, then "Export Phone List to Text File".
- 644 The Single Label Print Window now allows you to set your default printer for just the label printing, leaving your Windows default printer alone.
- 643 The Ledger 2 Printout format has been enhanced to give a total of Insurance Payments VS Patient Payments on the bottom of the printout.
- 642 Printing One Insurance Carrier Label has been made a lot easier. There is a new window that can format and print an single carrier label, using the Dymo type printers. You can activate this option several different ways. On a patient screen when you click on the blue carrier name, the pop up carrier information window has a new green "Label" button, just click it. If you print a single insurance claim to paper using the 2002 format, you can click the new green "Label" button. From the Primary Menu if you bring up the "Carriers" search, when you click on a carrier name you will have a new green "Label" button.

Find out about the Dymo printers at www.dymo.com

- 641 Scheduling - There is a new button on the Primary Menu in the Scheduling area called "Appt List". This button will let

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you look up a patient and display their list of appointments without opening the Schedule or their Patient Screen. This only works if you schedule the patients properly, looking the patients up during scheduling, where their account numbers show on the schedule screen.

- 640 EDR - A new "Appointments" button is available on the Treatment Window to allow you to quickly enter one or more future appointments.
- 639 EasySchedule the "View Who's Checked in", window has tons of improvements.
1. Launch it from the Primary Menu, Toolbar Tools option.
 2. The Window will automatically update itself every 30 seconds, so if anyone checks someone in the result will show up.
 3. You can click on a Persons entry and see detailed information.
 4. When you click on a person's entry you can indicate they have been placed into a room, you will be asked which room and the corresponding room number will flash.
 5. You can even indicate if the patient is ready for the Doctor or not. Codes are listed on the bottom of the screen, telling that I-In Office, R-In Room, D-Ready for Doctor, X-Left Building.
 6. You can leave this window open, just minimize it to the task bar, then maximize it whenever you wish to see whose where?
 7. What a Video on our Web Site called "Who's Checked In?" to learn more.
- 638 When using the Find "Binoculars" Icon, to look up patients, there is a new Green "Scheduled" button. This lets you quickly pick from the list of patients that are currently scheduled.
- 637 EasyDent the General Screen telephone numbers now include a 1 Plus field, where you can indicate that "1" is needed to dial the patient.
- 636 EasySchedule, the "Add New Patient Real" screen has a new option you can click to be prompted for the insurance carrier first. Once you select a carrier, their name will be placed into the comment field. Just their name not their number, so an exact match isn't important.
- 635 EasyDent Patient Photos, when you use the Picture or Photo button on patient screens to import a patient photo, there is a new red option called "Delete after Import", that will automatically delete the original source photo after the picture is imported or copied to the patients' record.
- 634 The Primary Menu "Lookups & Aids" options in the lower left hand corner of the screen, default to being hidden until you move the mouse over the area. If you wish the area to remain locked and not hidden when the Primary Menu is first displayed, use the "Options" button and check the new red option called "Primary Menu - Lock - Lookups & Aids".
- 633 The Single Print Insurance for option for 2000 series forms has some new options. You can select "Use Default Printer", letting it use your default printer. You can also select to have the text print darker, but using the "Print Bold" option. Also you won't be prompted telling you the claim form has been sent to the printer.

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- 632 EasyDent EDR has a new feature to let you export all your custom macros, short hand, and templates, into a single zip file. From the EDR Desktop, select tools then the "Export Controls" option.
- 631 EasyDent EDR Patient Visit Screen has a new "View All Visits" button on the left hand side. This will let you view, scroll through, and even print all visits, for any date range.
- 630 There is a new format for the new Patient Registration form. From the General Screen select the toolbar "Print" option, then "Patient Forms", then select the "Recall Visit Update" form.
- 629 EasyDent EDR has a new Window on the Visits Screen that allows you to enter hand writing with a Tablet PC or even your mouse. You can even draw a diagram! Just click the "Hand Writing" button, or use the toolbar "Tools" option, and select "Option Setup", then check the option to "Always show hand writing window". You will Love it.
- 628 EasyDent EDR now supports Windows Tablet PC Journal software. This means you can create, revise, and print diagrams like Perio Charts, quickly and easily for each patient. Activate this by using the top Toolbar "Charting" option on the Patients' electronic folder.