



Data Tec, Inc., PO Box 31576, Des Peres, MO 63131  
Phone (636)256-7401 Fax (636)230-6801

Oct. 2019

## Direct Texting

### Service & Cost

EasyDent's Schedule has an easy-to-use interface to the Twilio SMS texting service. As of Oct. 2019, there is a \$2/month fee plus  $\frac{3}{4}$  of a cent per text message up to 140 characters. This means you could send **500 text messages per month for \$5.75\***. This is a measured service so you only pay for what you use.



### Detailed Cost Estimate

You can easily estimate your monthly fee as follows:

- 1) Open the Schedule, select the top "*Print*" option then select "*Count of Scheduled Patients*"
- 2) Set the *date range for 1 month*
- 3) *Run* the report for *each Schedule* you use (1, 2, 3, etc.)  
The bottom of the report will show the *Total Appointments* for the month
- 4) Add up the number of appointments for *all the schedules* your use for one month
- 5) Multiply the *total number* of appointments by *.0075* then add the \$2.

For example: 897 text messages would cost  $(.0075 \times 897) + 2 = \$ 8.73$

**Note:** Text messages are charged  $\frac{3}{4}$  of a cent fee per each 140 characters.  
Therefore, Long Text message will cost more.

### Setup

- 1) *Schedule about 20 to 30 minutes* with **Data Tec to help** you set up your Twilio interface
- 2) *Fill in the Cell Phone* on the Patient's General screen for patients you want to text
- 3) If a patient **doesn't** want to receive text messages place the **tilde "~"** character in the Phone number single digit prefix field of their Cell phone.

Cell	~	713	999	2222
------	---	-----	-----	------

### Run the Texting Feature

- 1) From the Schedule select the top "*Tools*" Option, then select "*Text Appt Notices*"
- 2) Set the Date you want to send text messages for, typically tomorrows date
- 3) Select Schedule "*00*" to automatically use all schedules
- 4) Select all the *schedule columns* you want to consider (typically all of them)
- 5) Click the red "*Get List*" button, un-check any patient's you don't want to text
- 6) Click the green "*Text*" button

\* Some carriers like Version, US Cellar, AT&T, and T-Mobile might add additional charges.