



Different Fees for Different Dentist's Numbers

You can easily set up different fee amounts for each Dentist by Dentist Number. For one or all your Fee Schedules.

- 1) Set a special option on the Posting Screen, this is a **onetime** activity.
 - From the **Posting Screen** select the top toolbar "**Tools**" option.
 - Select "**Options Setup**"
 - Check the Option called "**Multiple Dentist Fee Schedules**"
 - Save and Exit

 - 2) For each doctor you wish to have different fees do the following for any schedule that you want the doctor to have unique fees for. You will have to do this for each schedule.
 - From the **Utility Menu** select the "**Fee Schedules(ADA)**" option
 - From the top toolbar select the "**Tools**" option
 - Next select "**Doctor Fee Schedule Create or Revise**"
 - Answer "**Yes**" to the prompt
 - If it asks for a Secret Password, enter the word **Secret**
 - When prompted enter the **Doctor Number** you wish to define
 - When prompted enter the **Fee Schedule Number** you wish to define for this Doctor
 - Reply "**Yes**" to any other prompts
 - Scroll through the Fee List and change the **Dollar Amounts** to be correct for this Doctor
 - When Finished Click the "**Save/Exit**" button

 - 3) When you are posting charges if the Dentist Number on the charge line is the same as a doctor you defined then their unique fees will be used.
-