

See What's New from PayDC!

At PayDC, we are constantly updating and improving our system. We are listening to your suggestions and addressing them. Check out our latest and greatest features and enhancements!

Latest Features and Update (December 31, 2014)

Functional Enhancements

- ✓ Settings/Notes: Continuing to update additional modifiers for specific procedure codes. Modifiers that were added in this release: XE, XS, XP, XU.
- ✓ Demographics: Added the ability to make a patient inactive or deceased.
- ✓ Demographics: Show middle initial with the patient name.
- ✓ Demographics: Added a nickname field.
- ✓ Patient Data Export: Ability to exclude inactive patients from the export list.
- ✓ Scheduler: Tooltip box/Scheduler mouse-over: No longer ignores the patient's rescheduled appointment as the next appointment.
- ✓ Settings: Ability to hide blocks that are no longer in use.
- ✓ Settings: Ability to create blocks at times outside of the half hourly range.
- ✓ Settings: Ability to sort Diagnosis by name or code
- ✓ Mobile: Exam findings are no longer carrying over in the narrative for the next daily note.

NOTE: Details Regarding These Functional Enhancements Are Provided Below

Functional Enhancement Details

Demographics: We have added a Nickname field, and also the Middle Initial will now appear with the patient's name in several areas.

Advanced Provider Solutions (STAGING) View Patient

PATIENT: Dggross, Charlie Kitty "Poofball" 05/01/2012

Initial Patient Questionnaire ☒ Active Today's Date: 12/31/2014

Identification Details (Patient)

Title	First Name **	Middle Name	Last Name **	Nick Name	Suffix	Account Number ** for required fields
None	Charlie	Kitty	DGgross	Poofball	None	

Date of Birth ** 5/ 1/2012 Social Security Number Gender Male Primary Phone Number Primary Email ☐ Send/Resend/Reset Patient Email ☐ Send copy to Office

Condition Related to?

The Patient's Condition is or may be Related to **

☐ Auto Accident (Occupant or Pedestrian)	☐ Accident in Someone Else's Home	☐ Other Accident
☐ Work-Related Accident	☐ Accident on the Premises of Someone Else's Business	☒ Non Accident

Internal Comments

Employee/Student Basic Details

☐ Patient is Employed	Employer Name	Attorney Information Name	Phone Number
☐ Patient is a Student <td>School Name</td> <td>Address<td>Email</td></td>	School Name	Address <td>Email</td>	Email

Marital Status

☒ Single	☐ Spouse is Employed	Employer Name
☐ Married	☐ Spouse is a Student <td>School Name</td>	School Name
☐ Separated		
☐ Divorced		
☐ Widowed		

Health Plan

Does the Minor Patient or the Minor's Parents have Health Insurance that Covers the Care?

☐ Yes ☐ No ☒ Not Sure

Insurance Info

Click 'Edit' button to make changes

Edit **Print Condition Questionnaire** **Print Patient Info** **Save Patient Data** **Close**

Demographics: To change a person to a deceased status, DO NOT save the change in status, until you are ready to close out their account. Once they are marked as such, you will not be able to make changes or view their demographics.

The screenshot shows the 'Update Patient' window for patient 'DGtestc, Arnold 01/01/2000'. The 'Identification Details' tab is selected in the left sidebar. The main form contains the following fields:

- Patient Identification Info:**
 - Title: None (dropdown)
 - First Name: Arnold
 - Middle Name: (empty)
 - Last Name: DGtestc
 - Suffix: None (dropdown)
 - A/c Number/MRN: (empty)
 - Primary Provider: Select (dropdown)
- Demographics:**
 - Date of Birth: 1/ 1/2000 (dropdown)
 - Social Security No: (empty)
 - Gender: Male (dropdown)
 - Height: (empty)
 - Weight: (empty)
 - Left Handed: ☐ (checkbox)
 - Right Handed: ☐ (checkbox)
 - Deceased: ☒ (checkbox, highlighted with a red box)
- Other Fields:**
 - Preferred Language: Select (dropdown)
 - Race: Declines to Specify (text field)
 - Ethnicity: Declines to Specify (text field)
 - Smoking Status: Select (dropdown)
 - Communication Preference: Select (dropdown)
 - Women Only: Are you currently pregnant? Yes ☐ No ☒ (radio buttons)
- Patient Sticky Note:**
 - sticky note test 1
 - test 2
 - test 3
- Internal Comments:**
 - (Empty text area)

The bottom of the window features a status bar with 'Status: Form Modified' and a row of buttons: Edit, Print Condition Questionnaire, Print Patient Info, Save Patient Data, and Close.

Demographics: You can make a patient inactive by either clicking the checkbox from the main patient screen or by right clicking on the patient name and selecting to make them inactive.

Advanced Provider Solutions (STAGING) -- First Staging Subscription

File View Payments Forms Update Patient

PATIENT: DGtestc, Arnold 01/01/2000

☒ Active Today's Date: 12/31/2014

Initial Patient Questionnaire

Identification Details (Patient)

Title **First Name** ** Middle Name **Last Name** ** Nick Name Suffix Account Number **** for required fields**

None Arnold DGtestc None

Date of Birth ****** Social Security Number Gender ****** Primary Phone Number Primary Email ☐ Send/Resend/Reset Patient Email

1/ 1/2000 Male (570) 833-4180 ☐ Send copy to Office

Condition Related to?

The Patient's Condition is or may be Related to **** for required fields**

☐ Auto Accident (Occupant or Pedestrian) ☐ Accident in Someone Else's Home ☐ Other Accident

☐ Work-Related Accident ☐ Accident on the Premises of Someone Else's Business ☒ Non Accident

Internal Comments

Employee/Student Basic Details

☐ Patient is Employed Employer Name School Name

☐ Patient is a Student School Name

Attorney Information

Name Address Phone Number Email

Marital Status

☒ Single ☐ Spouse is Employed Employer Name

☐ Married ☐ Spouse is a Student School Name

☐ Separated ☐ Divorced ☐ Widowed

Health Plan

Does the Minor Patient or the Minor's Parents have Health Insurance that Covers the Care?

☐ Yes ☐ No ☒ Not Sure

Insurance Info

Advanced Provider Solutions (STAGING) -- First Staging Subscription

File View Payments Forms Help

Home Appointments Patient Account Find Patient Payments Billing Inbox

Patients Show Inactive

Patient Name **Arnold DGtestc**

Account Number

Next Appt.

Last Appt. **03/20/2014 09:00 AM**

Date Of Birth **1/1/2000**

Primary Phone **(570) 833-4180**

Patient Payment Add New Patient Task Manager

Create New Claim File Cabinet Pre-filled Forms

Create Initial Exam Create Care Plan Create Notes Only sticky note test 1 test 2 test 3

Provider Status Notes

PayDC,Pro Care Plan Finalized 6

Notes Only 1

Email Patient Edit Patient **Patient Inactive** Care Plan Insurance Verification Insurance Worksheet Payment Plan Care Summary Payment Transactions SOAP Notes Generate Prefilled Forms Patient File Cabinet Meaningful Use/ Meds/ Labs Patient-specific Education Resources

Add Notes /Exams Notes Narrative Audit Wizard

Go to First Meaningful Use/ Meds/ Labs and Reports

Initial Exam Patient Care Plan Insurance Verification Insurance Estimate Payment Plan Care Summary

Not Available Incomplete Current Task Pending Finalized

Settings: If there are blocks that are no longer in use and you wish to remove them from the list, uncheck the box and save the change. Those blocks will no longer be seen. If you wish to see the blocks again, check the “Show Hidden Blocks” box.

The screenshot shows the 'Add/Edit Settings' window in the Advanced Provider Solutions software. The window is divided into several sections:

- Left Panel:** A tree view of settings categories including Subscriber Profile, Scheduler Preferences, Billing Preferences, and Functional Preferences. A list of patients is visible on the far left.
- Top Section:** 'Choose Block Colors' with dropdowns for 'Soft Block' (green) and 'Hard Block' (blue).
- Table:** A table listing various blocks with columns for Reason, Start Date, End Date, Start Time, End Time, Block Type, and Include. The 'Dr. Smith out of office' block is highlighted in blue. A red box highlights the 'Include' checkbox for this block, which is currently unchecked.
- Right Section:** Configuration options for the selected block. It includes a 'Reason' dropdown (set to 'Dr. Smith out of office'), radio buttons for 'Soft Block' and 'Hard Block' (selected), a 'Block On' section with radio buttons for 'All', 'Provider' (selected, set to 'John Smith, DC'), and 'Branch'. There are also fields for 'Date Range' and 'Time Range', and a 'Days of the week' section with checkboxes for Monday through Sunday (Wednesday is selected).
- Bottom:** 'Save' and 'Close' buttons.

A red box highlights the 'Show Hidden Blocks' checkbox, which is currently unchecked.

Settings: You can also create blocks at “odd” times. For example, if you need a block from 1:40p-2:10pm, go under settings, click on add new block, choose the time range and then change the 1:30 to 1:40 and 2:00 to 2:10.

Add/Edit Settings

File Help

Subscriber Profile

- Add1 Branch Locations (4)
- Users (20)
 - Patient Tasks
 - Credit Card Processing
 - Patient Data Export
 - Patient Data Import
 - Insurance Carrier Import
- Scheduler Preferences
 - Appointment Types
 - Office Hours/Zones
 - Healthcare Provider
 - Blocks
- Billing Preferences
 - Insurance Carriers
 - CMS 1500 Printer Settings
 - Billing Address
 - Tax
 - Referring Providers
- Functional Preferences
 - CarePlans
 - CarePlan Templates
 - Discounts
 - Payment Plans
 - SOAP Notes
 - Examinations

Choose Block Colors

Soft Block

Hard Block

☐ Show Hidden Blocks

Reason	Start Date	End Date	Start Time	End Time	Block Type	Include
Lunch	8/23/2010	12/27/2010	12:00 PM	12:30 PM	Hard Block	☒
Room1 block	10/21/2010	10/22/2010	10:00 AM	12:00 PM	Soft Block	☒
ijoi0jhiojni	2/5/2011	2/5/2011	3:00 PM	8:30 PM	Soft Block	☒
Board meeting with Dr.	2/24/2011	2/25/2011	10:00 AM	2:00 PM	Soft Block	☒
test	3/26/2011	3/26/2011	7:30 PM	8:30 PM	Soft Block	☒
LMT Out of Office	9/19/2011	9/21/2011	8:00 AM	1:00 PM	Hard Block	☒
seminar1	6/13/2011	6/13/2011	8:00 AM	10:30 AM	Soft Block	☒
On Site Meeting	6/14/2011	6/14/2011	9:00 AM	12:30 PM	Soft Block	☒

Reason: ☒ Soft Block ☐ Hard Block

Duration

Date Range: 15 to 15

Time Range: to

Days of the week

☐ Monday

☐ Tuesday

☒ Wednesday

☐ Thursday

☐ Friday

☐ Saturday

☐ Sunday

Block On

☒ All

☐ Provider

☐ Branch

Settings: To change the order of the diagnoses by code, click on the “In House Code” field. If you wish to sort the order by Name, then click on the Name field.

Add/Edit Settings

File Help

- Subscriber Profile
 - Add1 Branch Locations (4)
 - Users (20)
 - Patient Tasks
 - Credit Card Processing
 - Patient Data Export
 - Patient Data Import
 - Insurance Carrier Import
- Scheduler Preferences
 - Appointment Types
 - Office Hours/Zones
 - Healthcare Provider
 - Blocks
- Billing Preferences
 - Insurance Carriers
 - CMS 1500 Printer Settings
 - Billing Address
 - Tax
 - Referring Providers
- Functional Preferences
 - CarePlans
 - CarePlan Categories
 - CarePlan Stages
 - Conditions
 - Diagnoses
 - Diagnostic Tests
 - E/M Services
 - Long-term Goals
 - Procedures
 - CarePlan Templates
 - Discounts
 - Payment Plans
 - SOAP Notes
 - Examinations

Diagnoses

Enter the name of the Diagnosis. Options you check to "Include" will be the available options to select from

In House Code	Name	Include	Wellness	Description
839.01	1st Cervical Vertebra Dislocation	☒	☐	
839.02	2nd Cervical Vertebra Dislocation	☒	☐	
839.03	3rd Cervical Vertebra Dislocation	☒	☐	
839.04	4th Cervical Vertebra Dislocation	☒	☐	
839.05	5th Cervical Vertebra Dislocation	☒	☐	
839.06	6th Cervical Vertebra Dislocation	☒	☐	
839.07	7th Cervical Vertebra Dislocation	☒	☐	
726.0	Adhes. Capsulitis Shld.	☒	☐	
723.4	Brachial Neuritis/Radic.NOS	☒	☐	
354.0	Carpal tunnel syndrome1	☒	☐	
739.1	Cervical Seg. Dysfunction	☒	☐	
847.0	Cervical Strain Sprain	☒	☐	
839.00	Cervical Vertebra Dislocation (Unspecified)	☒	☐	
723.1	Cervicalgia	☒	☐	
653	Code test	☒	☐	
V65.43	Counseling on injury prevention	☒	☒	
722.4	Deg. Of Intervertebral Disc.	☒	☐	
722.52	Degeneration of Lumbar IVD	☒	☐	
346	Dereks Test Dx Code 3 digit	☒	☐	
V65.3	Dietary counseling (obesity)	☒	☒	
722.51	Disc Degeneration	☒	☐	

Add New Diagnosis Code

Move First Up Down Move Last

Note: CarePlans already exist, using some of the previously included items. Items that are already being used in CarePlans cannot be changed, except for the Fee, and certain Names or Titles. If you uncheck Include for an item already in use, it will not be available for future CarePlans.

Save Close