



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 Updates (November 23, 2013)

Functional Enhancements

- ✓ File Cabinet: Import Multiple Files, Import Additional File Types, Ability to Edit Properties for Existing Files
- ✓ Internal Comments: Increased Size of Internal Comments Field
- ✓ Monthly A/R Report: Improved Layout and Calculations

Resolved Issues

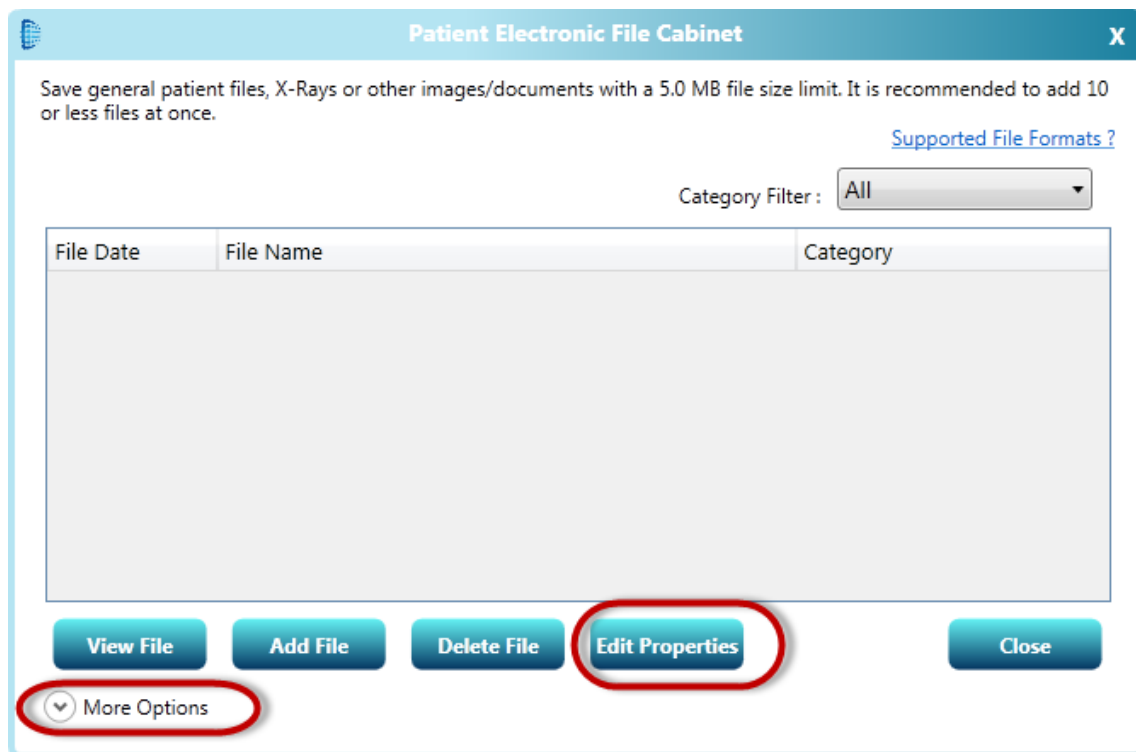
- ✓ Claims: Adjusted Print Layout for Provider Name, Payer Address on 1500 form

NOTE: Details Regarding These Functional Enhancements & Resolved Issues Are Itemized Below For Your Convenience:

Functional Enhancement Details

File Cabinet: Import Multiple Files, Import Additional File Types, Ability to Edit Properties for Existing Files

The File Cabinet now supports the ability to import multiple files at once, without having to first select a file type. The range of supported file types has also been expanded. To find out which file types are supported by the File Cabinet, click the [Supported File Formats](#) link at the upper right.



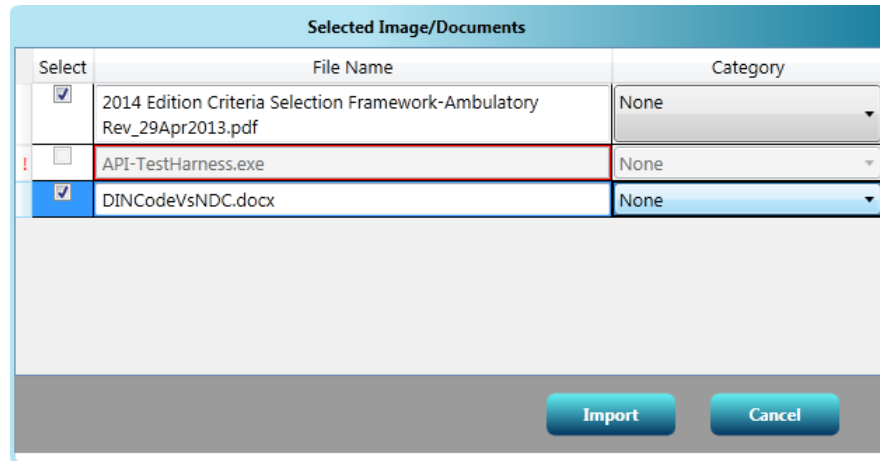
Less frequently used functions have been moved, to make the screen less confusing and easier to navigate. If you need to encrypt or decrypt files, simply click on “More Options”.

The “Edit Properties” button was added to allow you to rename or change the category of existing files.

You can select multiple files when adding, deleting or editing properties. The details of all selected files are shown in a popup window where you can make any changes before completing the action.

When adding files, you can select multiple files of multiple types at one time. These will display in the file properties popup, where you can change the name or the assigned Category before importing. If you do not select a Category, it will default to “None”. You can always change the Category at a later time with the new “Edit Properties” function.

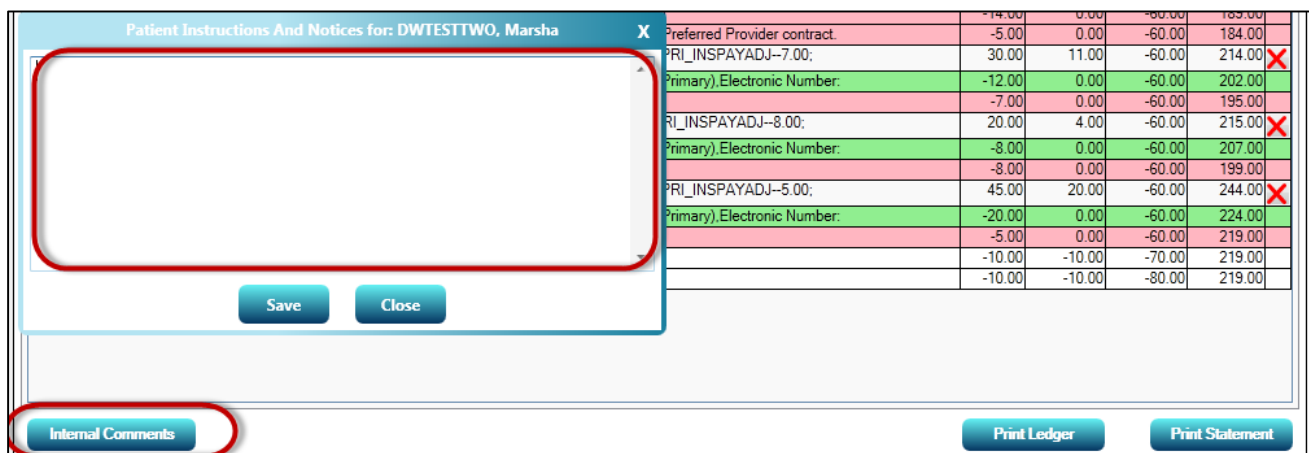
All valid files will appear with a checkmark in the far left column. This indicates that the file will be imported. If you decide not to import a particular file, simply uncheck the box to the left of that file. If the file is too large or the selected file type is not supported, then the box will be unchecked and the file name will appear with a red highlight. You can move the mouse cursor over the red highlight for an explanation of why a particular file cannot be imported.



When ready, click the “Import” button and all selected (checked) items will be imported to the File Cabinet. Be patient as this can take some time depending on the file size, number of files and the network speed.

Internal Comments: Increased Size of Internal Comments Field

The available size of Internal Comments has been doubled to allow for longer notes or call history. The maximum size is now 8,000 characters per patient, roughly 100 lines of text. You can access these comments from either the Internal Comments button on the Ledger or the Patient Data section of the Patient Account.



Monthly A/R Report: Improved Layout and Calculations

The Monthly A/R Report has been changed to remove less useful columns (such as Working Days) and to provide more useful and accurate information. The Starting A/R Balance represents all A/R activity to date, and the activities for each month in the selected date range are clearly displayed and used in the calculation of that month's Ending A/R Balance.

FIRST TESTING SUBSCRIPTION							
Monthly AR Report							
Show all data where Monthly AR Report date is between 01-Sep-13 and 30-Nov-13.							
Date	Starting AR Balance	Charges	Insurance Payments	Adjustments	Expenses	Patient Payments	Ending AR Balance
Sep 2013	\$999,097	\$7,186	\$566	\$274	\$0	\$149	\$1,005,294
Oct 2013	\$1,005,294	\$9,181	\$185	\$10	\$0	\$100	\$1,014,180
Nov 2013	\$1,014,180	\$2,367	\$0	\$0	\$0	\$0	\$1,016,547
	\$1,014,180	\$18,734	\$751	\$284	\$0	\$249	\$1,016,547

Resolved Issue Details

Claims: Adjusted Print Layout for Provider Name and Payer Address on 1500 form

The Provider Name in Box 31 was adjusted to print lower on the form. This should address the issues with some printers causing the name to overlap instructions that appear on pre-printed forms. The spacing for the payer name and address at the top of the form was also adjusted to reduce the possibility of overlap.