

General

- Administration → Transaction Tables → Procedure** – The Procedure dialog has been updated with an Immunization button. See Figure 1. When you click the Immunization button, an Immunizations Manufacturers & Lot Numbers dialog appears allowing you to configure the applicable manufacturer and lot number information for the selected procedure. See Figure 2. When manufacturer and lot number information is entered, this information will be available to select when entering an immunization in both the Clinical and Practice Manager applications allowing for more efficient and effective entry of this information.

The 'Procedure' dialog box contains the following fields and sections:

- Procedure:** IH Code: 90471, Description: IMMUNIZATION ADMIN, CPT4 Code: 90471, Category: [dropdown], MDD 1: [input], RVU: 0, Amount: 0.00, Unit Value: 0, MDD 2: [input], ABU: 0, TOS: 9, Follow Up Days: 0, Recall: [input], PDS: 0, Units: 0.
- Properties:**
 - Quality Measure
 - Not Otherwise Classified
 - National Drug Code Required
- Insurance:**
 - Hard Copy Rev/Rate: [input]
 - No Copay Billing Instruction: [dropdown]
- National Drug Codes:** A table with columns 'Primary', 'NDC', and 'Description'. Below the table are 'Add' and 'Delete' buttons.
- Other:** A sidebar with buttons: Notes, Proc Override, Billing Codes, Ins Profile, Inventory, and **Immunization** (highlighted in red).
- Buttons:** Save, Cancel, Delete, and a help icon (?) at the bottom.

Figure 1 – Procedure Dialog

The 'Immunization Manufacturers & Lot Numbers' dialog box contains the following elements:

- Procedure:** 90471, Description: IMMUNIZATION ADMIN, VIS: 05/04/2012.
- Manufacturers and Lot Numbers for this Procedure:**

Lot Expiration	Manufacturer	Lot Number	Trade Name	Funding
5/4/2013	Acambis, Inc	141234	Effective Immunization	Private
	Aviron	123123		Private
- Manufacturer Fields:** Manufacturer: [input], Trade Name: [input], Lot Number: [input], Lot Expiration: 05/04/2012.
- Funding:** Public Private.
- Buttons:** New, Edit, Delete, Close, Add to List, Cancel.

Figure 2 – Immunization Manufacturers & Lot Numbers

General (continued)

- **ChartMaker Medical Suite Update – ChartMaker Medical Suite Update** – The program has been updated with the ability to automate the process of updating your system to the next eligible version of the ChartMaker Medical Suite. Do note, that you need to be signed up as a Health Portal Client to receive automated update information from STI Computer Services. When a ChartMaker Medical Suite update is available, a message will appear in your practice administrators To-Do List indicating that you are eligible for a new update. The practice administrator will then go to Help > ChartMaker Medical Suite Update. See Figure 3.

In the ChartMaker Medical Suite Update dialog, the URL will automatically populate, or you are able to copy the applicable URL that you have received from customer support. You can then schedule when you would like to download the update and click the OK button. The system will then download the update at the scheduled time. Once the download has been completed, you can then install at the update at your convenience.

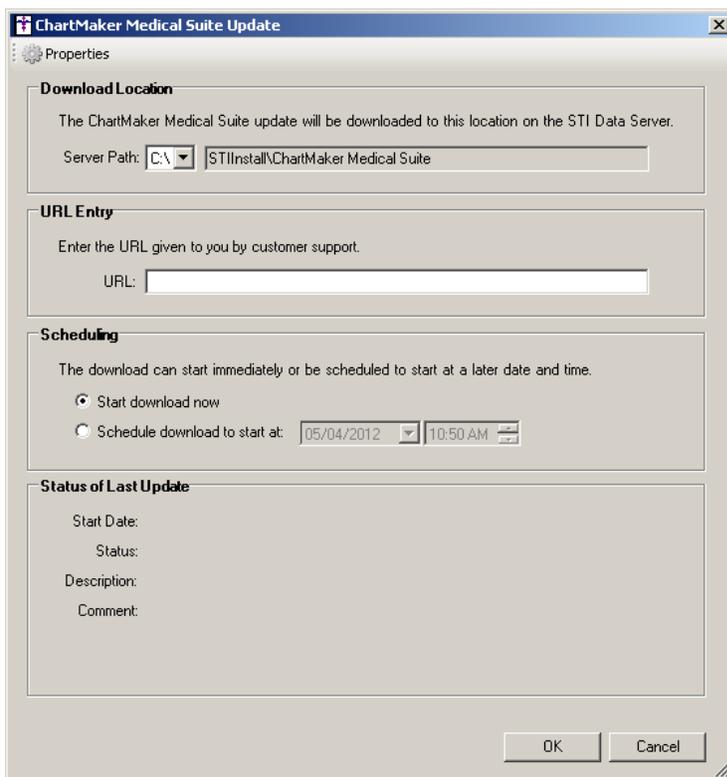


Figure 3 – ChartMaker Medical Suite Update

- **Practice Manager Import Module** – The Practice Manager Import Module has been updated so that the patient demographics in Practice Manager will be updated correctly based on the import file, Facility information will be captured and imported, the handling of multiple cases has been enhanced to update current case information or create a new case based on the data in the import file. Likewise, the program has been updated to accommodate Taxonomy Codes and National Provider Identifier (NPI) when importing Provider and Referral Providers, and National Provider Identifier (NPI) information for Facilities, when needed.

Appointment

- **Appointment → Check-In Status** – The Check-In Status tab of the Appointment screen has been updated with a Message column that will display any appointment message entered for the appointment. See Figure 4.

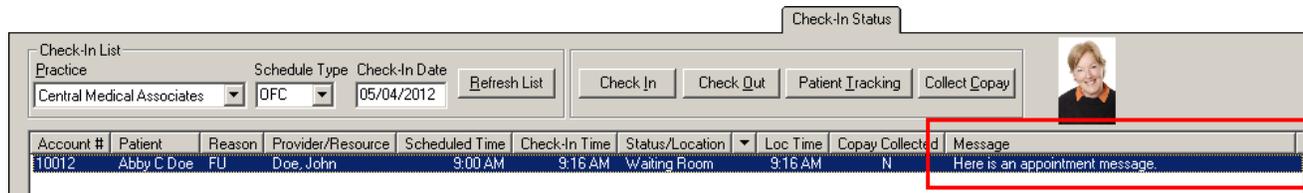


Figure 4 – Appointment – Select Patient

Clinical

- **Clinical → Immunizations** – The Immunization Entry dialog has been updated with a Manufacturers and Lot Numbers field for this Procedure section when entering an immunization. See Figure 5. This section allows you to select applicable Lot and Manufacturer information that was entered in the Procedure area for this immunization procedure and have that information populate the corresponding fields in the Immunization section below allowing you to enter this data more efficiently and effectively when this immunization is administered.

Lot Expiration	Trade Name	Manufacturer	Lot Number	Funding
5/4/2013	Effective Immunization	Acambis, Inc	141234	Private
5/4/2013	Aviron		123123	Private

Figure 5 – Immunization Entry

Patient

- **Patient** – In preparation for the forthcoming STI Patient Portal, the Patient screen has been updated a new Patient Portal button has been added that allows you to see the patient's Patient Portal status: Yellow = Pending, Green = Registered, and Red = Suspended. See Figure 6. If you click the Patient Portal button a dialog will open where you can register the patient for the Patient Portal, or suspend the patient's account from automatically exporting patient data to the Patient Portal.

Account #: 10012 Practice: Central Medical Associates Patient Portal Print Clinical Summary Balance View

Figure 6 – Patient – Patient Portal Button

- **Patient → Additional Information** – The Additional Information section of the Patient screen has been updated with an Email field and Send Email button that allows you to configure the patient's email address and send them an email. See Figure 7. The Email field and Send Email button have been removed from the More Patient Information dialog and moved to this location for easier access and to be used in conjunction with the Patient Portal.

2. Additional Information

Sex: F DOB: 09/28/1965 SSN: 123- .

Mar Status: M Emp Status: Employer:

Pat Status: 1 Fin Status:

Race: Language: Ethnicity:

Alternate Account #: Signed Privacy Disclosure

Reminder Preference: 2 Email: adoe@gmail.com

Send Email

Figure 7 – Patient – Additional Information

Payer Inquiry

- **Payer Inquiry** – The program has been updated to accommodate various changes for the ANSI 5010 format.

Reports

Managed Care Reports

- **Charge Analysis → Standard** – – The Charge Analysis report has been updated with the ability to select by Charge Enter Date.

Addendum

Medicare E-Prescription/PQRS Incentive Program Reminder

In the version 3.3 release of Practice Manager, there were two important enhancements that were made that allow you to effectively flag applicable PQRI and E-Prescribing procedures to be sent to participating insurances to receive applicable incentive moneys through the Medicare E-Prescribing Incentive Program and the Medicare PQRS (Physician Quality Reporting System) Incentive Program. These enhancements entailed creating a new Quality Measure field in the Procedure dialog and the Insurance dialog. Details of these changes from the Practice Manager 3.3 Release Notes document, along with some additional information about configuring G-Codes, are below. See the Practice Manager help for further details on the respective programs and additional configuration options utilizing the Clinical application.

- **Administration → Transaction Tables → Procedure** – The Procedure dialog has been updated with a Quality Measure checkbox that allows you to flag a procedure as a quality reporting measure for PQRI and E-Prescribing. See Figure8. When a procedure is flagged as Quality Measure, the system will only bill charges for that procedure to insurances that are also flagged as Quality Measure. This ensures that the applicable E-Prescribing and/or PQRI procedures are only billed to participating insurances.

Starting in 2010 there is only one G-Code, G8553, which is required to identify the electronic transmission of a prescription. To configure this procedure enter **G8553** in the IH Code field. The G8553 code will then default into the CPT4 Code field. Next, in the Description field, enter **Prescription Sent Electronically**. In the Amount field, enter the **0.00**. In the TOS field, enter the applicable Type of Service, or search for it by clicking the Lookup button, or pressing F3. In the POS field, enter the applicable Place of Service, or search for it by clicking the Lookup button, or pressing F3. Check the **Quality Measure** option to flag this procedure as a quality reporting measure (i.e., PQRS and E-Prescribing). When finished, click the **Save** button.

The screenshot shows the 'Procedure' dialog box with the following details:

- Procedure Section:**
 - IH Code: G8553
 - Description: Prescription Sent Electronically
 - CPT4 Code: G8553
 - Category: [Dropdown]
 - MOD 1: [Lookup]
 - RVU: 0
 - Amount: 0.00
 - Unit Value: 0
 - MOD 2: [Lookup]
 - ABU: 0
 - TOS: 1
 - Follow Up Days: 0
 - Recall: [Lookup]
 - PDS: 0
 - Units: 0
- Properties Section:**
 - Quality Measure
 - Not Otherwise Classified
 - National Drug Code Required
- Insurance Section:**
 - Hard Copy
 - Rev/Rate: [Field]
 - No Copay
 - Billing Instruction: [Dropdown]
- National Drug Codes Section:**
 - Table with columns: Primary, NDC, Description
 - Buttons: Add, Delete
 - Instruction: Click in the cell to edit the value.
- Other Section (Right Side):**
 - Notes
 - Proc Override
 - Billing Codes
 - Ins Profile
 - Inventory
 - Immunization
- Bottom Section:**
 - Save, Cancel, Delete buttons
 - Help icon (?)

Figure 8 – Procedure

Medicare E-Prescription/PQRS Incentive Program Reminder (continued)

- **Administration → Transaction Tables → Insurance** – The Insurance dialog has been updated with a Quality Measure checkbox that allows you to flag an Insurance carrier as a quality reporting measure for PQRI and E-Prescribing. See Figure 9. When a procedure is flagged as Quality Measure, the system will only bill charges for that procedure to insurances that are also flagged as Quality Measure. This ensures that the applicable E-Prescribing and/or PQRI procedures are only billed to participating insurances.

Insurance

1. Insurance
IH Code: MCRDE Category: MCR Assignment: Y
Billing Type: MCR_EDT Quality Measure Billing Instruction:
Copay: 0.00 Anes Time: Report Category:
Medigap #: Payor ID#: C00902
 Requires Claim Adjustment information for Secondary Insurances

2. Profile
 Group Profile Billing Profile 0

3. Managed Care
 Capitation
 Do Not Bill Capitated Services
Write Off Code:
4. Payment Defaults
Payment Type:
Write Off Code:
Withheld Write Off:
5. Company Information
Name: Delaware Medicare Trailblazer
Address 1: PO Box 650094
Address 2:
Zip Code: 75265 City: Dallas State: TX
Phone: () - [] Fax: () -
Other
Notes
Billing IDs
Ins Profile
Capitation
Billing Types
Save Cancel Delete ?

Figure 9 – Insurance Dialog

Insurance Billing Updates Reminder

In the version 4.1 release of Practice Manager, there was an important enhancement that was made to the Insurance Billing screen to alert you whenever a new insurance billing update is available. Once alerted you can then download these updated billing components at your convenience. **Do note that if you are running the 4.1 version of Practice Manager, the update process needs to be performed on the server.**

In the version 4.2 release of Practice Manager, the system was updated so that billing components reside on each individual workstation. **Therefore, if you are running the 4.2 version or higher of Practice Manager, the update process (described below) will need to be initiated for each workstation that will be doing insurance billing.** If the updates are not downloaded and registered on each workstation that will be doing insurance billing, then claims generated for those workstations may be denied if they are not updated.

- **Insurance Billing Updates** – The Insurance Billing tab has been updated with an Update button that allows you to download the latest insurance billing components if new components are available. See Figure 10. An Update button is available in both the Manual Billing and Automatic Billing sub-tabs and will become highlighted to alert you when new billing components are available.

Mode	Form	Description
<input type="checkbox"/>	Paper	CMSBSPA CMS1500 for BSPA (N)
<input type="checkbox"/>	Paper	CMSIBC CMS1500 for PA IBC Product Line (N)
<input type="checkbox"/>	Paper	CMS1500 CMS1500 Red Form (N)
<input type="checkbox"/>	Paper	HPARTPPA Health Partners Philadelphia,PA (N)
<input type="checkbox"/>	Paper	MCDPPA PA Medicaid (CMS1500)(N)
<input type="checkbox"/>	Paper	MCRPPA Pennsylvania Medicare (N)
<input type="checkbox"/>	Electronic	DEMCD_P5 Delaware Medicaid Prof.837 (ANSI 5010 A1)
<input type="checkbox"/>	Electronic	MDMCD_P5 Maryland Medicaid Prof.837 (ANSI 5010 A1)
<input type="checkbox"/>	Electronic	NEIC_P4 NEIC (webMD) Prof.837 (ANSI 4010 A1)
<input type="checkbox"/>	Electronic	NEIC_P5 NEIC (webMD) Prof.837 (ANSI 5010 A1)
<input type="checkbox"/>	Electronic	NJMCD_P5 New Jersey Medicaid Prof.837 (ANSI 5010 A1)
<input type="checkbox"/>	Electronic	PABSKA_P4 PA BS Keystone/AmeriHealth Prof.837 (ANSI 4010 A1)
<input type="checkbox"/>	Electronic	PABSKA_P5 PA BS Keystone/AmeriHealth Prof.837 (ANSI 5010 A1)
<input type="checkbox"/>	Electronic	PABS_P4 Pennsylvania Blue Shield Prof.837 (ANSI 4010 A1)
<input type="checkbox"/>	Electronic	PABS_P5 Pennsylvania Blue Shield Prof.837 (ANSI 5010 A1)

Figure 10 – Insurance Billing – Manual Billing

Once the download is initiated by clicking the **Updates** button, another dialog will appear confirming that you want to download and install the latest billing updates. See Figure 11.

Practice Manager

Do you want to download and install the most recent insurance billing updates?

Yes No

Figure 11 – Insurance Billing Updates Download

Insurance Billing Updates Reminder (continued)

Once the **Yes** button is clicked the insurance billing updates will start to download and the following message will appear in Figure 12. Do note that once the billing updates are initiated by a user, the Updates button will disable for all users and other users who try to initiate the download will receive a message stating that updates have started from another machine. Once the updates have been downloaded you will be prompted to install the updates, as well as to close out of the Practice Manager application to ensure a successful update.

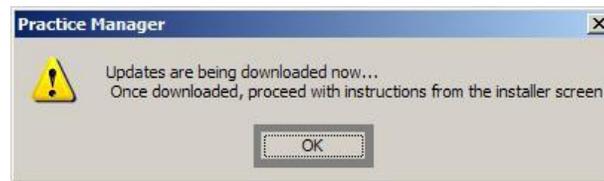


Figure 12 – Insurance Billing Updates Download Confirmation

Once the updates have been successfully downloaded and installed, log back into Practice Manager and be sure to register the Billing Component Manger (Add-Ins > Insurance Billing > Billing Component Manager).

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