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Enhancements

Dear Doctor & Staff:

Please use the enclosed update CD and install the latest EasyDent enhancements. This is a super busy time for all of us with the NPI changes, please read the installation instructions on the next page and follow all the appropriate steps before calling for additional assistance.

NPI

There are several new features including the ability to send claims to Emdon/WebMD in either the new format (NPI) or the old format (Legacy) on the forms menu. You may have to contact Emdon/WebMD to and update your version of their Remote program, before you can submit using this new format. Please contact them directly at (888)323-6333.

After installing the EasyDent update you need to return to the Utility Menu, select the "**Company Name**" option, fill in your NPI Numbers, click the save button, then click the green flashing "**Insurance Processing Info**" button, and click the save/exit button.

Scheduling

There is a significant enhancement to Scheduling. After the update is installed you should do the following. From your Schedule screen pick the top toolbar Utility option, then "Utility Options Menu" (the password is SECRET). Then select the white button "Set Scheduling Options", and then click the new blue option "Free Day when Schedule is minimized", save and exit. This will cause the schedule program to free the day you are on if you just minimize it's window, making it available to other users immediately.

Other Enhancements

Once the updates are installed, you can use the Primary Menu "Enhancements" option to review the changes.

Thanks again for you help and all your ideas!

Hal Goodall

EasyDent CD Update Instructions

- ❑ If you have a newer computer with Vista, Windows XP or 2000 you may be prompted to Overwrite Files. Reply "A" for all each time you are prompted.

Update Checklist

- ___1 Back up your computer ----- *THIS IS EXTREMELY IMPORTANT.*
- ___2 Exit **all** running programs and/or restart your computer.
EasyDent, EasySchedule, and/or NetCom CAN NOT be active, they must be closed!
- ___3 Insert the Update CD (**label up**) into your computer.
- ___4 Within approximately 1 minute you should be prompted with a **Menu**.
If not then do the following:
 - Open you're My Computer icon.
 - Locate the EasyDent update CD; double-click on it, to open it.
 - Next, double-click on the **Runnow** file.
- ___5 Select the update option for the type of computer you are sitting at.
 - If you are at: **Main Computer** use "**Main Computer**" option
Work Station use "**Work Station Update**" option
(For dedicated servers, you can run Main Computer option at a Work Station, Then run the CD a second time using the Work Station Update option)
 - If you are at a **Work Station** use the **Work Station option**.
- ___6 If you see an "**Abort, Retry, Fail**" message, then restart your computer, don't start EasyDent, and use the CD again, please. Another option is to reply "F".
- ___7 Remove the Update CD when the update is complete.
- ___8 Restart **EasyDent** select the Primary Menu "Enhancements Lists".

This must be accomplished at ALL Computers

If you don't have a CD drive available on a work station you can:

- ❑ Login to EasyDent at the Work Station, after the main computer is updates, use the Primary Menu; use either the top toolbar "Tools" option, then "Work Station Update" the password is SECRET, or move the mouse to the lower left hand side of Menu and select the Blue "Statistics", then pick the Red Work Station Update button, and follow all the on screen prompts.