# *EasyDent* Enhancements 2020

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**12/30/2020**
**0049** When you use the Texting button from the Primary Menu which opens the Texting Central screen, Texting Central now has a "*Print List*" button to optionally print out the list of texts.

**10/21/2020**
**0048** The 2019 ADA Paper claim form supports ICD-10 Diagnosis Codes.  To have the codes display On the form use the "Detail" button on the bottom of the Posting screen after you post the charges; enter your desired Diagnosis on all the Charges using the Diag 1, Diag 2, Diag 3, and Diag 4 columns.  If you forget to do this after posting you can go to the Ledger screen and scroll to the far right and enter the codes on each charge line.

**10/06/2020**
**0047** The "*Patient Recall Search*" report has a new option "*18) has an Email Address*".
This could be used to send groups of patient's text messages.

**0046** The "*Patient Recall Search*" report has a new option "*17) has a Cell Phone Number*".
This could be used to send groups of patient's text messages.

**0045** The "*Patient Search by Criteria*" report has a new option "*Patient Has Cell Phone*".
This could be used to send groups of patient's text messages.

**09/25/2020**
**0044** Insurance Predetermination/Preauthorization numbers can now be entered and stored on the Patient's Insurance screen in the "*PreAuth#"* field.  This will be used on both Paper and Electronic Claims.  If the number changes or is no longer needed you must update it on the Patient's Insurance screen.

**09/04/2020**
**0043** The Scheduling "*Text Appt Notices*" feature has new options:
   - You can select the columns you want searched from the schedule(s).  Just click the columns you want, typically all the columns.
   - You can select a new option called "*Use Home Phone if Cell Phone is blank*".  Some practices always placed the Cell phone number in the Home Phone number field.  We don't recommend this, but if that's what you did, this could help.
   - You can eliminate the Time of Day from the Text Messages after a specified time.
     This way you could put all your Tele-Medicine appointments late in the day on the schedule and text them a reminder without including the time of day in their messages.

**09/01/2020**
**0041** When you click on a patient's entry on the schedule and select the "*AddOptions*" button you can use the new "*Text Patient*" button to text (Naturally if you have the texting feature activated).

**08/25/2020**
**0040** The Scheduling "*Text Appt Notices*" feature has a new option you can select called "*Use Home Phone if Cell Phone is blank*".

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**08/14/2020**
**0039** The Text option from the top of the Patient's General screen has improved.
- You can specify a date range of message history to view; it defaults to the last 2 weeks.
- You can override the default Message Prefix & Suffix easily.

**08/03/2020**
**0038** There is a new Workstation Weekly backup option you can activate. It uses Window's Robocopy command and attempts to make a complete image of your EasyDent system on the workstation. You can activate this from the Primary Menu, then select the "*Options*" button, fill in the values in the "*Robocopy Weekly WS Backup*" window. We recommend a time like 20:30 (which is 8:30 PM), on a day where you leave the workstation turned on, for example "Fri" for Friday. Like all backups it's better to have it run when you are not using EasyDent. Once you activate this feature you can review a log of when the last weekly backup was completed by using the Reports Menu, then "*Management Reports*", then "*Work Stations Robocopy Log*". Another option instead of having it run at night would be to set it to run during your lunch hour. Remember, Data Tec is not responsible for your data or backups.

**07/20/2020**
**0037** From the Monthly Reports menu there is a new "Sales Tax" report.

**07/16/2020**
**0036** When using the Desktop PC Style Visit Note screen when you use the Treatments button you can set an option to have all the procedures automatically placed at the top of the Treatment window. From the top toolbar "*Tools*" option, select "Options Setup" then check the option labeled "*Group New Procedures on Top & Together*".

**0035** When using the Tablet PC Style Visit Note screen when you are on the Treatment window and use the "*Pop Up List*" command, new procedures are automatically placed at the top of the Treatment window.

**07/09/2020**
**0034** The EDR Visit Note Tablet PC style screen will highlight the "Pop Up List" button in green when you have the Treatment Window open and the patient has a Treatment Plan.

**0033** The EDR Visit note Desktop style screen will highlight the "*Treatments*" button in green if the patient has a Treatment Plan.

**0032** The EDR Visit note screen Templates have a new macro available "*&treatplan*" which causes a Treatment Plan Selection window to pop up. This way you can easily select procedures that are in the plan to be added to your note.

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**06/27/2020**
**0031** The pop-up calculator from the "*Calculator*" button from the Primary Menu has improved.

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**06/26/2020**
**0030** From the Posting screen you can display the Patient's Documents without leaving the Posting screen.  Select the top toolbar "*Window*" option then select "*Mini Documents*".

**0029** From the Posting screen you can see the "*Expect Insurance Payments*" window.  Select the top toolbar "*Window*" option then select "*Expected Ins Payments*" option.

**0028** The **Finance Charge** posting feature has been improved.  When using "*Monthly Auto Post*" from the Forms menu, you can now specify to skip patient's whose last visit is older than a specified number of months. For example, you could say not to add finance charges to anyone that hasn't been seen in 3 years or longer.  Just check the option labeled "*Don't Chg if Last Visit Date is Older than XXX months*".

**06/24/2020**
**0027** If you use the Treatment Plan pop up screen on the EDR Visit Notes screen, the dollar amount for the procedure and the amount you expect insurance to pay are automatically added with the procedure to your Visit Note.  These amounts are also carried over to the Posting screen if you use the Posting screen Visit button.

**0026** When you select a treatment plan procedure from the Posting or EDR Visit notes screens a history of the treatment plan procedure is automatically saved.  You can view this history from the Posting, General, or Treatment plan screens by using the top toolbar "*Window*" option then select "*Treatment Plan*" then "*History*".

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**06/14/2020**
**0025** A new option from the General and EDR Visit screens lets you access the patient's EDR Letters folder.  From the top toolbar "*Window*", select "*Mini Letters*" option.

**0024** The Outward Referrals screen has new *Quick Forms buttons* that let you easily generate letters to the Referred to Doctor.  These letters can automatically be saved in the patients EDR Letters folder.  You can get to the Outward Referrals screen by using the top toolbar "*Window*" then "*Outward Referrals*" option on the General and EDR Visit screens.

**06/03/2020**
**0023** On the bottom left hand bottom side of the Primary Menu there is a new button "*Texting*".  This opens the Texting Central screen to let you view and/or respond to text messages sent to your office

**05/29/2020**
**0022** The Overdue Insurance Claims report now lets you specific if the Dentist Number considered is either the Dentist Number from the patient's General Screen or from the last charge posted on their ledger.

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**05/20/2020**
**0021** On the posting screen if you click on the top Dentist Number field a window will pop up letting you easily select from a list of Dentists.  You can also update this list by simply changing it and clicking the red Save Changes button.

**05/05/2020**
**0020** You can now print an insurance claim easily from the schedule.  Click on the patient's name slot, click the magenta "*AddOptions*" button and then click the "*Print Insurance Claim*" button.

**04/29/2020**
**0019** There is a new Management report that lets you analyze payments from patients based on their primary insurance carrier including both insurance and patient payments.  From the Reports Menu select Management Reports then "*Insurance Total Revenue Analysis*".

**04/28/2020**
**0018** The "*Mon Pay*" field on the General screen will have a light blue background when it's filled in. This field may automatically be displayed on patient statements, pending having other billing comments on the patient's Billing History window.  The statement would look something like "*Monthly Payment = $50.00*"

**0017** The Patient Search by Criteria report has a new criterion, "*Monthly Payment on General Scr*". This will let you find patient that have the "*Mon Pay*" field on their General screen filled in.

**04/22/2020**
**0016** There is a new Insurance Tracking Report to help find both overdue insurance payments and charges that may have not been submitted to insurance.  From the "*Reports Menu*" select the "*Insurance Tracking*" option and then "*Charges Without Ins Payments*".

**04/09/2020**
**0015** On the Scheduling screen you can use the *Up and Down Arrow keys* to move one slot at a time up or down.  You can also use the *Enter key* to move one slot to the right.

**04/04/2020**
**0014** In addition to retrieving archived patient information from the Full Add Patient screen, you can retrieve archived patient information while on the patient's General screen.  From the General screen select the top toolbar "**Tools**" option and then select "*Archive Retrieval*".  On this screen you can easily search for the patient by name and once you select the desired patient click the *"Select Displayed Patient"* button to bring their archived information into their General screen.

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**03/28/2020**
**0013** In addition to using the Utility Menu, you may now delete a patient directly from their General screen by using the top toolbar "*Tools*" option then "*Delete Patient*".  Naturally, the user must be authorized to delete patients.

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**0012** A new feature on the Posting Screen for Charge Card payments if you click the "*Number*" field a pop-up window will list your charge card companies (defined from the Utility Menu) and let you select one by name, automatically putting in the correct Charge Card ID Number.

**0011** A new Schedule print out is available that only prints the first 3 columns of the schedule. From Scheduling select the top toolbar "*Print*" option, then "*Screen*" and then "*Print Entire Day Color/BW 3 Columns*".

**0010** A new feature of the Daily Schedule Cross Reference report is a column that indicates if an Insurance Claim was created for each patient or not.  From the Reports Screen select "*Daily Reports*" then check "*Schedule/Posting/EDR/Insurance Cross Reference*".

**03/26/2020**
**0009** There is a new Endodontic Referral Thank You letter generator available from the General screen.  Select the top toolbar "Print" option, then "Endo Letter".  This feature will let you import JPG Image files you export to the C:\Temp folder to the patient's record, then generate and print a formatted thank you letter to the referring Dentist.  The generated letter is also automatically stored in the patients X-Rays\Html folder.

**03/05/2020**
**0008** There is a new "Notes' button for special Ledger Related notes on the upper right-hand side of the Patient's Ledger screen.

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**0007** There is a new schedule option that lets you open **two schedules at one time**. From the Schedule screen select the top toolbar "*Utilities*", then "*Utilities Option Menu*", then "*Set Schedule Options*", and then check the option labeled "***Allow Multiple Concurrent Schedules***".
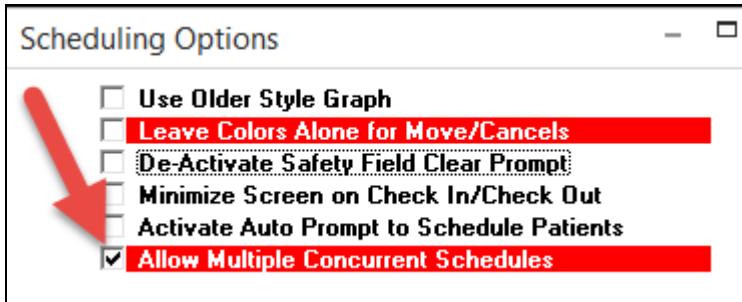


Then you can open the first schedule and size its screen. Next open the second schedule, by either clicking on the top right hand yellow button or just opening it from the EasyDent Menu.

You can move size and move the two schedules alongside each other or however you want. When you close the schedules, they will remember their screen size and location.

You could use this feature, for example, to have schedule one and schedule two open at the same time.
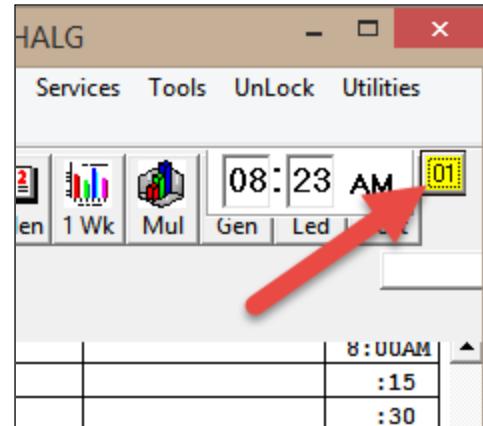
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**02/18/2020**
**0006** There is a new Posting Screen option you can set to switch the "Prev Codes" button under the ADA Code column to be a "Fav Codes" button.  This way you can create a quick list of favorite ADA Codes (specifically useful for specialty type practices).  You can activate this by using the top toolbar "*Tools*" option the "*Options Setup*", then under the Previous or Favorite button option, select "*Favorite*".


**02/13/2020**
**0005** To use the new Procedure Code level Diagnosis Codes when printing Medical Claim forms, check the new "*Use Chg Code Diag*" option.
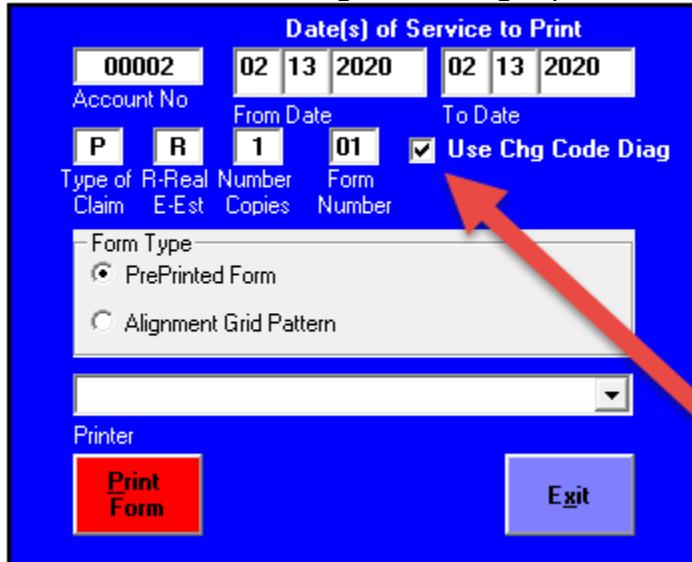


**0004** To help print Medical 1500 Claim forms, you can enter detailed Diagnosis codes for each ADA Procedure code posted.  From the posting screen select the light blue "*Detail*" button at the bottom of the screen.  Up to four diagnoses per Procedure can be entered.  Four codes is the limit on Medical HCFA 1500 forms.    You can also change these new Diag 1 through Diag 4 fields from the Patient's Ledger display screen.



DOS Charges: 00002 FLINTSTONE FRED N

| DateSer | ADA # | Charge $ | Prime $ | Sec $ | Adjust $ | Pat $ | Owed $ | Status | Diag 1 | Diag 2 | Diag 3 | Diag 4 |
|---------|-------|----------|---------|-------|----------|-------|--------|--------|--------|--------|--------|--------|
| 02132020 | 274 | 50.00 | | | | | 50.00 | | C101.3 | C945.39 | D789.93 | A23.09 |
| 02132020 | 1110 | 52.00 | | | | | 52.00 | | J15.33 | X98.23 | | |
| 02132020 | 150 | 45.00 | | | | | 45.00 | | U99.100 | C101.3 | | |
| TOTALS | | 147.00 | | | | | 147.00 | | | | | |

Additional Applied Amounts
Ins Add $   Adj Add $   Pat Add $

List Dates of Service

Exit

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**01/12/2020**
**0003** When printing Medical HCFA 1500 forms the units field for each charge will print as it is listed on the patient's ledger.

**0002** EasyDent now has a new built in **Electronic Prescriptions** (**eScripts**) feature.  Please contact Data Tec for the details.  This feature lets you directly electronic prescriptions without having to re-enter any patient demographic information.

**01/01/2020**
**0001** There is a new Practice Analysis report you can use to see what percentage of your patients are having at least one cleaning per year.  The report lets you analyze any 10-year period.
From the Reports Menu select "*Management Reports*", then select the "***Recall 10 Year Analysis***" button.