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ArcBITS Newsletter

Inside this issue:

EOB Detail	1
Wild Card	1
Buttons	2

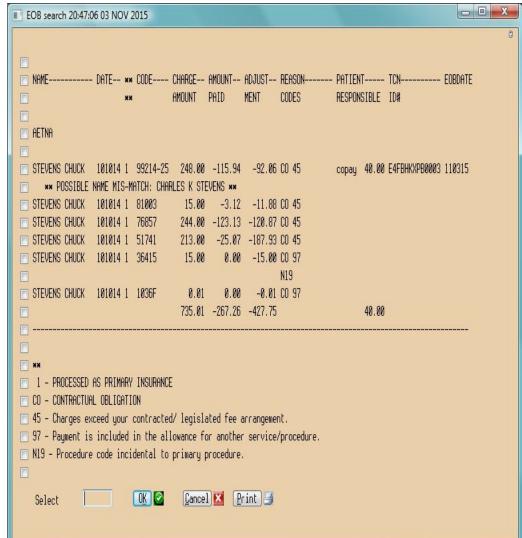
ArcSys Hot Tip

A couple of tips about using Wild Card searching: 1) Use 2 to 3 word snippets. 2) have each word snippet be at least 3 to 4 characters. 3) Use word snippets that you normally see displayed. (That is, if you're looking for an insurance company, use the word snippet that shows at the front of the name.) 4) Word order is not important. (JEFF BURN and BURN JEFF will work the same.)



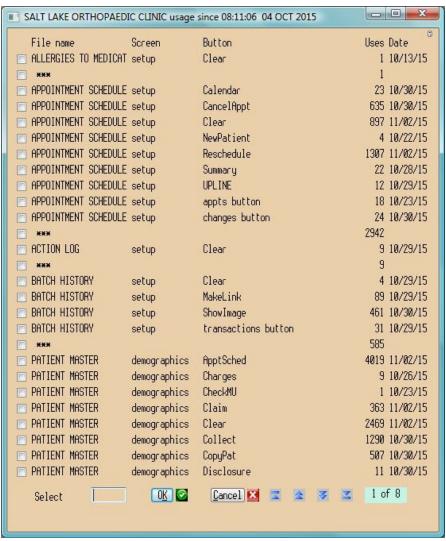
I Need an EOB!

If you need to print an explanation of benefits for a specific patient, it is really simple. (This will work if you download 835 files from UHINT, Navicure or Zirmed.) Bring up your patient, click on the Txall button, scroll to the screen where the requested transaction is shown, click on it and then click on the button Showeob. This will pull up a report that can then be printed. All of the CPT codes that are associated with the clicked code will be printed. Any reversals (take backs) will be shown, too.



Button, Button, Who's Got the Button?

One of the features of Red Planet is the capability to provide buttons that are specific to a screen. That is, it makes "sense" to have a button in the appointment scheduling screen that allows you to switch to a different day or provider. But in the transactions display there are buttons devoted to zeroing out or reversing. The primary function of these buttons is to save you time by reducing clicks or keystrokes.



The first thing in understanding which buttons are in use is to run a report. From the menu, click on the Graph/Reports icon in the lower right. Choose "Button activity". This will display a report.

The report is sorted in alphabetical order by the file name and then by the screen. For each entry you see the button name, number of uses and the date of last usage.

The button history gets initialized every 30 days. At the top of the report you will see the time and date of the last initialization.

Now that you have an idea of which buttons are in use, what's next?

You can ask ArcSys support for new buttons to perform functions that you would like to see.

The order of the buttons can be changed. Maybe put the commonly used ones at the front. Or,

have them in alphabetical order. Perhaps a change in the name of the button. Lastly, maybe you would like to add a graphic icon to the button or remove it.

In the sample screen shown, maybe it doesn't make any sense (at this time) to have the CheckMU button since it has only been used 1 time.

Buttons are like menu options. If you have too many on the screen it can become cluttered and difficult to find the button you need. Suggestions for new buttons or changes to existing buttons are always welcome.