

ArcBITS Newsletter

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ArcSys Hot Tip

The specific code report is a great way for finding patients with specific services. How would you run the report, for instance, for all patients who have had a G code without enumerating every possible CPT? Enter G]. This means any code that starts with a G. The right square bracket (]) means "anything that follows". A left square bracket ([) means anything that precedes. An up arrow (^) means any character. Entering G^4] means it starts with G, anything for the 2nd position, a 4 must be in the 3rd, and then anything after that is ok.

The Boundary Problem

This is a subject you will find interesting since its practical application spans many disciplines: Your personal life, political disputes, and running a business.

What is the boundary problem? Perhaps a simple example will define things. Let's say you are an engineer working for a tire company. Your task is to create a better automobile tire. In order to do so, you need to have a good understanding of what happens "when the rubber meets the road." That is, if you know the chemical properties of a tire and those of asphalt/concrete, then you can build a better tire. *When you focus on what happens at a boundary, you can solve amazing problems.*

Let's try another example. If you lived on the beach by the ocean, you are very aware of what happens with erosion. To prevent erosion, you build a seawall. And, if you lived in Japan, you might even consider how high the seawall should be in the event of a tsunami. Wherever two opposing materials (or points of view) come into play, a boundary exists. Knowing how to take a pro-active position can be the remedy for averting disaster.

How does this relate to managing a business? The first thing you do is define the boundaries. Take the subject of hiring and firing people. When you hire someone, they are coming from the "outside" and are entering into the environment of your "inside" culture. A natural boundary exists. Define the work to be done, the hours of work, and provide them with a clear and concise employee manual. You have now reduced the potential of there being a problem. What do you do when it comes time to discharge someone? Again, we have another boundary. If your company policies are sufficiently defined, you won't be spending time dealing with unemployment compensation issues.

When we spend our energy on solving problems at boundaries, we build a stronger business. Too often it is easier to work on solving things that are not at the boundaries. After all, anyone can build a seawall in Kansas. It may look great, but have we lulled ourselves into thinking we've achieved something important?

Think about what *you* believe are the boundaries in managing *your* business. Focus your energies on creating solutions for these boundary problems. You will be well rewarded.



A/R Score

As you know, the last page of the end of cycle aging report contains some proven “barometers” that give you the health of the receivables. Namely, the accounts receivable ratio is computed by taking the ending balance and dividing by the average daily charges. If this ratio is increasing, then it may mean that collections is falling behind. The average daily charges is computed by taking the year to date charges and dividing by the number of days in the year. This value may fluctuate if there are seasonal factors involved. Lastly, the days out is computed by taking the ending balance and dividing by the average daily charges. This ratio gives a measure as to how long it is taking to collect.

A new feature in 2.0.9 has been implemented in the end of cycle process: The average of the previous six months is printed. Then, this screen is

A/R Score Analysis using 6-month average

12/31/2012

<input type="checkbox"/> Total:	104,315.79	avg:	122,994.24	15% Down
<input type="checkbox"/> A/R Ratio:	0.9397	avg:	0.755	24% Down
<input type="checkbox"/> Daily charges:	3,334.50	avg:	3,816.49	12% Down
<input type="checkbox"/> Days to collect:	31	avg:	32	3% Up
<input type="checkbox"/> Current:	5%			
<input type="checkbox"/> Over 30:	36%			
<input type="checkbox"/> Over 60:	21%			
<input type="checkbox"/> Over 90:	15%			
<input type="checkbox"/> Over 120:	9%			
<input type="checkbox"/> Over 150:	12%			

Select

displayed with the same information.

Here, the total a/r has declined 15% which may or may not be significant. The a/r ratio increased from .755 to .9397 which really means it was a 24% change for the worse. Daily charges changed by 12% for the worse. But, days to collect improved by 1 day for a 3% change. Going forward, each previous month will also be visible. The screen can be printed.



Wild Card Searches

A modification in release 2.0.10 has been implemented in the Wild Card search. As you know, if you can't quite find what you are looking for when doing a search, one of the available buttons that appears is WildCard. After clicking this button, a window appears where you can type any number of *pieces* of words.

As an example, let's say you were looking for Janet Anderson. You may have entered ANDERSON J and a list appears, but you don't see the desired individual. Click on WildCard and enter in AND. All of the people who have AND in any part of the words for the displayed fields will now appear.

Cross reference lookup

	A	B	C	D	E
<input type="checkbox"/> 1	4270	ANDERSON	BABY	11/22/2009	971 E SOUTH TEM
<input type="checkbox"/> 2	5667351009	ANDERSON	JANET	09/30/1986	3345 16TH STREE
<input type="checkbox"/> 3	7360	ARANDA	BRIGID	01/24/2011	05 BOX 361
<input type="checkbox"/> 4	55670	BONNETTE	BRANDON	07/06/1960	0172 SAN SIMEON
<input type="checkbox"/> 5	4440	CASSON	ANDREW	12/17/2009	55 PEREGRINE LA
<input type="checkbox"/> 6	52099	COLDESINA	SUSZANN	07/28/1941	0771 W. WANDER
<input type="checkbox"/> 7	6890	EVANS	BECK	11/12/2010	011 S. ISLANDVI
<input type="checkbox"/> 8	4250	FELICIAN	ADDISON	11/11/2009	4062 ANDERS RID
<input type="checkbox"/> 9	7310	HAMBLIN	BEATRICE	01/18/2011	3410 BRANDONWC
<input type="checkbox"/> 10	36210	HERNANDEZ	ALICIA	05/22/1939	1131 S 200 W
<input type="checkbox"/> 11	5760	HERNANDEZ	BARBARA	06/05/2010	7254 EARNSHAW L
<input type="checkbox"/> 12	787478017	JAMES	WANDA	04/30/1981	574 WILKINS ROA
<input type="checkbox"/> 13	8580	KAGELE	ANNABELLA	07/25/2010	495 MCCLELLAND
<input type="checkbox"/> 14	64828	KLONIZOS	BRANDON	02/19/1965	2881 KELLER LN
<input type="checkbox"/> 15	6320	LU	LANDON	08/26/2010	9108 S FAIRGROV
<input type="checkbox"/> 16	8310	MIRANDA	INVYCTUSV	06/02/2011	6948 WEST EISEN
<input type="checkbox"/> 17	70703	WALLACE	WANDA	01/01/1944	1867 SAGE HOLLO

Select

You can see that entry #3 shows because of Aranda in column B, #5 because of Andrew in column C, and #6 because of Wander in column E. The more parts of words that you type, the narrower the search. In diagnoses lookup, PAINT and GUN produces the following:

Cross reference lookup

	A	B
<input type="checkbox"/> 1	E92.25	ACCIDENT CAUSED BY PAINTBALL GUN
<input type="checkbox"/> 2	E922.5	ACCIDENT CAUSED BY PAINTBALL GUN
<input type="checkbox"/> 3	E985.7	INJURY BY PAINTBALL GUN UNDETERMINED WHE
<input type="checkbox"/> 4	E98.57	INJURY BY PAINTBALL GUN, UNDETERMINED WH

Select