Volume **14**, Number 6
June 1, 2013

ArcBITS Newsletter

ArcSys Hot Tip

Last month, a little contest was sponsored asking for the location where the picture was taken that is used for the Red Planet logo. Answer: Walt Disney World, EPCOT, Mission: SPACE attraction.

Our winner was Cheris Craig of Urology of Greater. Congratulations!

Are You Ready for Change?

In having discussions with several clients during the last couple of months, the subject of change came up.

A new office manager, on taking the helm of a busy practice, was looking through the drawers of the desk of a former employee. What did she find? A bundle of checks that had (obviously) never be entered or deposited.

In making the transition to Red Planet from MegaWest, another client (medical billing) decided to reorganize how their staff handled work. Rather than have people divided up by doctor, they decided to divide people up by business function: Charges, payments, collections. They discovered an improvement in efficiency.

Another client started to utilize the services of an outside coding company. In the process of doing so, they found they had the additional "ammunition" to get the doctors to conform to rules that had been casually ignored in the past.

A couple of years ago, one of our clients felt that Red Planet was not meeting the needs of handling their accounts receivable. As a result, they made a transition to another company, spent a pile of money, and discovered that life was no greener in the other pasture.

In each of these cases, a change was a catalyst for something else being learned or discovered. Sometimes the outcomes are good, and then on other times, not so good.

So, to make your summer a little more exciting, here are some ideas to consider:

Should we print statements in-house or send to a service?

If we do in-house collections, should we divide the work based on insurance company, provider, or dollar amount?

Does it make more sense to divide the billing work up by charges, payments, collections?

Would a game of musical chairs where people change their primary job function be beneficial?

Should a regular sweep of cabinets, drawers, and cubby holes be performed to discover unprocessed documents?

So as your summer begins, you may want to contemplate log off message #166: *CHANGE IS OFTEN DESIRABLE, FREQUENTLY NECESSARY AND ALWAYS INEVITABLE.—Helmuth Goepfert, MD 1986*

Squeezing Our More Licenses from Mvbase

If you want to use multiple sessions from one work-station and not consume extra data base licenses, these are the installation instructions. While not complex, it does require a little bit of familiarity with installing software on a pc. These steps were performed on a Windows 7 machine and also assume your server is running Mvbase 3.1. You may have to alter some of these steps, accordingly.

Launch Wintegrate, but don't log on. Click on Setup, Communications, Setup, and note the Host. This is the ***name of your server***. Click the Advanced tab and note the ***port***. Click Cancel, click Cancel.

Go to www.tigerlogic.com
Click on Business Solutions
Click on TL Pick
Click on Support
Click on Download Patches
Click on >>More information
Next to mvbase, click on Read more
Next to Mvbase 3.1 Server, click on Release 3.1

Depending on your pc, it will ask to Save or Run. Choose Run. (If only Save is available, choose it, and then Run when it is saved.) You may get warning messages. It is ok to accept and proceed.

When prompted to Unzip to folder, enter
C:\mvbase3.1
Click Ok
Close the window

With Windows Explorer, browse to
C:\mvbase3.1\setup and double-click on Setup (application)

A bright orange screen will appear.

Click next
Click yes
Click next
Choose custom
Click next
Only check Workstation, Administration Utility
Click next
Click next

After 5 or 10 seconds, there should be a blinking "shield" on the task bar. Click it.
Un-check the view readme box.

Click finish

Close Windows Explorer screens

Click on your Start Button in lower left corner
Click on All Programs
Look for Tigerlogic and then Mvbase Admin Utility
Click configure
Click telnet servers
Click add
Enter telnet1 in first box
Enter the ***name of your server*** in the second box.
Enter your ***port*** number in the third box
Click apply
Click ok
Click close

Click on Workstation service
Click on Install
Fill in your Windows user name
Fill in your password (twice)

You should see a message saying the service was installed successfully. Click start and it should say Workstation service running.

Launch Wintegrate.
Click on Setup
Click on Communications
Click on Setup
Change the ***name of your server*** to the name of your pc
Click Ok
Click Ok

You can now log on.

* * * * *

As a reminder, you can use the command LISTU from any menu to get a list of people who are currently logged on.

* * * * *

Also, the command LISTLINES will show which lines are consuming data base licenses. This command is helpful in the event someone started to log on, but has not completed the process.