

# PowerSoftMD EasyMed Newsletter

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## EASYMED IS NOW POWERSOFT MD

EasyMed is constantly being updated. In fact, with so many Electronic Medical Record, Scheduling, and Practice Management updates, have been made, it has simply outgrown it's name.

We are changing the name to **PowerSoft MD** to better reflect our software's capabilities.



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## DOCUMENTS MADE EASY

Did you know you can store your patient documents in PowerSoftMD Folders even if you don't want to convert to our complete EMR "Electronic Medical Records" system?

We have an easy to use direct interface

to Twain Compliant Scanners that lets you quickly scan in consent forms, insurance cards, medical histories, lab reports, and drivers licenses, without learning complicated scanning software.

The scanned documents are automatically converted to PDF files for efficient storage.

You can display the scanned documents at any work station, and print them out if needed.

In the time it takes you to photo copy insurance cards, you could scan the cards in, and have them available right the on the screen!

Scanners have changed, they don't take up much room, they are fast, and very very easy to use.....



## SIMPLIFY BILLING

Use the Electronic Option to store your statements in a file. You can review them on the screen, put comments on statements, delete ones you don't wish to send.

Next, transmit them to POS where they are printed on laser style statement paper, and mailed first class, with a return envelope. Everything looks like you sent them.

The cost is only about 12 cents more per statement, than your current costs, eliminating hours of work, inventorying supplies, and wear and tear on your printer.

Just think, for approximately an additional \$36, you can have 300 statements printed, folded, stuffed, return envelopes inserted, stamped, and mailed, without ever touching them or even going to the post office.

Give us a call to learn more.....:-)

# POWERSOFTMD ENHANCEMENTS

Here are some of the enhancements you will find in the new version of PowerSoftMD.

## Scheduling:

There is a new button on the Primary Menu in the Scheduling area called "Appt List". This button will let you look up a patient and display their list of appointments without opening the Schedule or their Patient Screen.

When using the Find "Binoculars" Icon to look up patients, there is a new Green "Scheduled" button. This lets you quickly pick from the list of patients that are currently scheduled.

A new toolbar Tools option allows you to go from View Only mode directly to Normal Mode.

In Browse Mode you can still click on a patient name/account number field to pop up patient information display.

## Patient Screens:

On the General Screen you can either Import, or Scan in Photos.

POSTING - There is a new feature you can set to allow you to "Hold" a Co-Payment collected at the Front desk and post it later. Use the toolbar Tools Option, then "Options Setup". Check the "Activate Hold Button Feature". This will make the new "Hold" button show up on the bottom of the screen.

Payment can then be entered as normal on the Posting Screen, so instead of "Pre-Post" and "Post", use the "Hold" button.

Later, when the Posting screen is displayed you will be asked if you wish to use the "Held Payment" information, reply YES and the payment fields will be filled it.

When you actually post the payment, the "Held" amount will be automatically cleared. If you "Hold" something by mistake you can clear it without posting by clearing all the payment fields, then use the new "Hold" button.

There is even a new daily report option to allow you to see any

"Held" money that hasn't been applied.

On Monthly Reports, the Yearly analysis has two new lines at the bottom showing In Office and Non-Office Visits per month.

Electronic Insurance Claims screen has a new "Gateway EDI" button that will check to see if you have a file ready to send, then links you directly to Gateway EDI.

## EMR

There are many changes including a new color coded, easier to read "View All" screen.

A new "Appointments" button on the SOAP Notes screen, allows you to add future, single, or multiple appointments to a note, with just a few clicks.

Use the Primary Menu top toolbar "Lookup & Aids", "Enhancements List" for a complete list of updates.

# WEB SITE - WWW.POWERSOFTMD.COM

At [www.powersoftmd.com](http://www.powersoftmd.com) select the "Support" option.

[www.ezmedsoft.com](http://www.ezmedsoft.com) our older web will remain operational for a period of time.

We suggest you start by selecting the "Support" button. Then watch the overview Flash Videos. You may find some features that PowerSoftMD has, that you were unaware of.

If you can't view the Flash Videos, then click on the "Free Macro Media Flash Player" to download and install the player.

You will also find many useful links, including the downloadable updates to PowerSoftMD. As we make improvements we post the latest ones on the web site.

You can call our offices to get a detailed information sheet on how to properly download and install the updates.

Be sure to browse through the list of documents on the "Technical Notes" page.

## PATIENT & CARRIER LABELS MADE EASY

PowerSoftMD supports label printers, like the Dymo printers,



shown above. Find out about them at [www.dymo.com](http://www.dymo.com)

From a patients' General screen, select the top toolbar Print option, next, select **Label** and a Print Window will pop up.

You can select many options, and even manually type addi-

tional information right on the label text on the screen before you print.

Print Insurance Carrier Label multiple ways.

(1) On any patient screen, click on the blue carrier name, the pop up carrier information window has a new green "Label" button, just click it.

(2) If you print a single insurance claim to paper, you can click one of the new "Label" buttons.

(3) From the General screen select the top toolbar "Print" option, then "Patient Labels", then

"Single Label".

(4) From the SOAP Notes screen click the Printer Icon and select "Label".

It's easy and inexpensive.

## PATIENT PHOTOGRAPHS

Importing photos with a digital camera can be a hassle. You have to take the picture, then connect your camera to the computer, download the picture, delete the picture from your camera, and import the picture to the patients' record.

An easier approach that's relatively inexpensive, about \$50 to \$80, is to install a Web Cam at the front desk. Typically you can mount the Web Cam on the top of a computer screen and point it towards the patient check in area.

Most Web Cams come with software that let you take snap shots controlling the Web Cam from your computer screen. The picture can be set to automatically be stored in a specific location on the local hard disk.

From the General screen you can use the "Picture" button to import the photo, and delete the original.

Did you know you can quickly display a patients' photo from the schedule? Just click on the name entry on the schedule, then press the "Photo" button to view their photo.

Never have to guess which patient just walked in again.....



# Electronic Medical Records

Don't be left behind, catch up, jump into the 21st Century!

## Complete

Store patients charts including; treatment notes, lab reports, consent forms, pathology, you may also scan in any type of document, including old records.

## Faster-Time Saving

Using predefined templates, you can enter repetitive treatment notes with just a few mouse clicks. Includes the newest tablet PC technology ; use hand writing, draw on diagrams, or charts with an electronic pen.

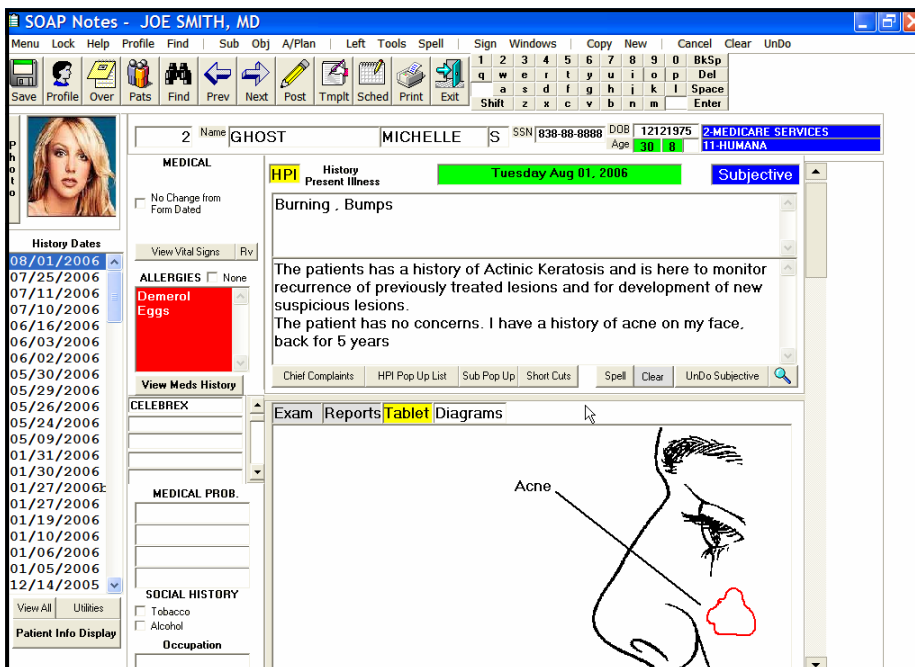
## Legal

You can sign the charts electronically, so they can't be altered, making them legally binding.

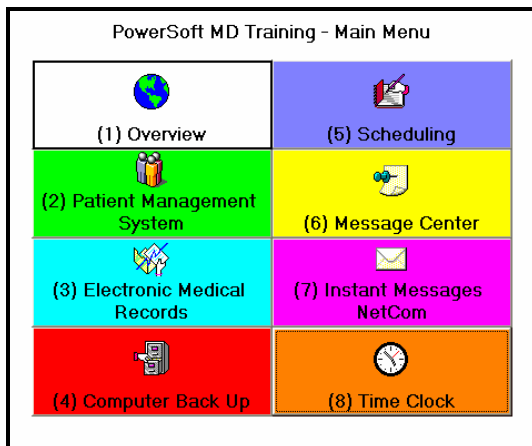
## Safer

When you take your computer "back up" out of the office you will have a complete back up of all your patient charts and billing information.

Extra special thanks goes to **Barry Resnik MD** of Miami FL, **Daniel Ring MD** of Chesterfield MO, **Jacquelyn Garrett MD** of St. Louis MO, **Jeffery Reed MD** of Creve Coeur MO for their fantastic help in creating and improving the EMR; features, short cuts, and templates.



## FREE TRAINING CD



A Free Training CD is included in this Newsletter, please try it out.

**Thank you** for all your continued support, great ideas, and assistance.

Continue to have a Wonderful Summer!

God Bless,

*Hal Goodall*

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**Remember:**  
Send us your CD, DVD, Zip Drive, or Rev Back Up for a Free evaluation.....(no tapes please)

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