DATATEC
POWERSOFTMD

End of Year Reports

PowerSoftMD has many great reports. Below is a list of some of the reports you might like to run at the End of the Year.

Reports Menu:
- Press **Monthly Reports** button
  Set the date range on the right (01012021 & 12312021)
  Check "*Procedure Code Analysis*" option
  Check "*Yearly Analysis*" option
      Press Options button and check
          "*Check to Select All Patients Regardless of Insuance or notr*"
  If you are a specialist office then:
      Check the "*Referral Analysis*" options
  Press the red "*Run*" button

- Press **Insurance Tracking** button
  Select the bule "*Insurance Payment Carrier Totals Analysis*" button
  Set the desired date range (01012021 & 12312021)
  Press the red "*Run*" button

- Press **Management Reports** button
  Press the "*CHG Code Analysis Statistics*" button on the right side
  Set the desired date range (01012021 & 12312021)
  Press the red "*Run*" button

- Press **Management Graphs** button
  Select green "*10 Year Graphs*" button
      Check "*Check to Select All Patients Regardless of Insur*"
  Press the red "*Extract Data for 10 Years*" button
  Press the type of Graph buttons you wish to see and/or print
          (Charges, Payments, etc.)