

ADVANCED WORKSHOP COURSE OUTLINE

1 DAY (9:00 AM – 5:00 PM)

Our new one-day Advanced Workshop spotlights three high-value topics that can have a significant impact on your practice. Get away from the distractions of the office and gain hands-on, in-depth training in these important Dentrax tools.

1. Going Paperless: How it helps your practice & what steps you can take now.

- Understanding how going paperless can help your practice and make office workflow faster, easier and cheaper
- Using Dentrax tools instead of paper in your daily routines, including:
 - **Patient Check-in**—Speed up check-in time and avoid manual data entry by having patients fill out electronic forms.
 - **Charting**—Create electronic copies of patients' charts for quick access from any computer in the office. No more searching for misplaced files or misfiled information.
 - **Treatment Plan Presentation & Education**—Track and follow up on planned treatment more easily, and better help patients understand the treatment they need.
 - **Patient Check-out**—Set up automatic electronic appointment reminders to help patients remember upcoming appointments.
 - **Scheduling**—Quickly find available times and schedule follow up and continuing care appointments.
 - **Insurance Management**—File claims electronically to speed processing, improve accuracy and get paid faster.
 - **Billing**—Send electronic billing statements and allow patients to make payments online.
- Creating a step-by-step plan to go paperless

2. Treatment Plans: Improving case acceptance & capitalizing on potential income tied up in unscheduled treatment.

- Identifying potential revenue in uncompleted treatment plans
- Identifying patients with treatment plans who have not scheduled an appointment
- Generating a list of patients with unscheduled treatment plans and remaining insurance benefits to help you fill your schedule with high value appointments
- Creating and organizing alternate treatment plan cases to obtain accurate reports of treatment plan cases.
- Effectively presenting treatment plan cases to your patients

3. Practice Advisor Report: Understand the key performance indicators of your practice's financial health & how to improve your KPI statistics.

- Generating the Practice Advisor Report
- Reading the Practice Advisor Report and understanding what the numbers mean for your practice
- Customizing the Practice Advisor Report to fit the needs of your practice

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