

## ***35 NEW DENTRIX FEATURES YOU SHOULD BE USING***



New features covered in this seminar include:

### **Scheduling**

- Opening default lists (ASAP, Unscheduled) in the new Appointment List
- Creating custom appointment lists
- Viewing Scheduled Production with and without production adjustments
- Attaching an additional provider to appointments
- Assigning individual procedures to different providers when completing appointments

### **Patient Information**

- Customizing medical conditions and allergies in Health History
  - Attaching a condition to a patient
  - Inactivating a patient's condition
  - Adding a condition to the list
  - Separating allergies from medical conditions
- Adding patient-reported medications to Health History
- Adding emergency and other health contacts in Health History
- Finding expired or overdue questionnaires or medical history forms
- Automatically acquiring documents to Document Center
- Archiving patients with a step-by-step wizard that walks you through the necessary steps
- Requiring referral sources for new patients added to Dentrix
- Creating and refilling prescriptions
- Viewing a patient's full prescription history

### **Billing & A/R**

- Cleaning up accounts with credit balances using new Allocate Credit Balances feature
- Identifying accounts with provider imbalances and correcting those problems
- Automatically dividing credit adjustments between providers or family members
- Processing credit card transactions with Dentrix Pay
- Saving credit cards on file with Dentrix Pay
- Automatically processing payment agreements with saved credit cards
- Viewing payment agreements in the new Payment Agreement Manager
- Customizing your month-end task queue and scheduling monthly tasks
- Running tasks immediately in the Task Scheduler
- Receiving reminders when claims require attachments and attaching images and documents to claims automatically

### **Administrative Features**

- Resetting forgotten passwords
- Requiring complex passwords
- Setting up password security options
- Resetting all user passwords at once
- Creating custom reports to find information not included in standard reports
- Viewing custom reports in the List Manager