Learn On Your Own Computer With INTERACTIVE CD-ROMs

One of the best ways to learn Medisoft is at your own pace, in front of your own computer, using your own data. Medisoft Interactive Training is a library of CD-ROMs that walk you step-by-step through the Medisoft program. It's available anytime you need—just put the CD-ROM in your computer and start learning.

There are 7 CD-ROMs in the Medisoft Interactive Training library. You can own all seven or even just one— it's your choice. Each CD-ROM has information on specific topics and includes visual and audio instruction and hands-on activities. The instruction is easy to understand, clearly presented, and easy to navigate. Medisoft Interactive Training is an excellent source for training existing staff and new hires.

• CD # 1 - Set up
Learn the proper way to set up and maintain your Medisoft program. Setting preferences, filling in practice information, and performing file maintenance are important parts of the program that build a foundation for your day-to-day activities.

• CD #2 - Daily Activities
Learn the correct and most efficient way to enter accounting data in Medisoft. Accounting for charges, payments, and adjustments is vital to your practice – great care should be taken to establish the proper routines for entering such data.

• CD # 3 - Billing and Accounts Receivable
Learn how to bill patients and payers. Patient and insurance billing is your lifeline to cash flow, so learning how to do it right is critical.

• CD #4 - Appointment Scheduling
Learn how to see more patients with the electronic appointment scheduler Office Hours. Learn how to use the features to find, schedule, and manage your patients' appointments

• CD # 5 - Custom Reports and Utilities
Learn to create custom reports and how to customize Medisoft to fit the needs of utilities of Medisoft, such as backup and restore and file maintenance.

• CD # 6 - Collections
Learn to use worklists to track in-house collection and insurance follow-up activities.

• CD #7 - Cash Flow Analysis and Practice Management
Learn how Medisoft can help you manage your cash flow and support other important areas of your practice.

* Patient Recalls
* Statements
* Providers
* Custom Patient Data
* Practice setup

* Insurance setup
* Address list
* Billing codes
* Procedure, payment, & adjustment list   * Diagnosis code list
* Data Backups and File   * Payment application
* Multi-links   * Workflow Administrator
* Office Hours Appointment Scheduler   * Integrated Eligibility
* Patients/ cases   * Advanced Reports
* Transaction entry   * Collections
* Quick Ledger and Quick Balance   * Electronic claims
* Claim management   * Statement Management
* Reports   * Custom Report Designer

Cash Flow Analysis & Practice Mgmt
NDCMedisoft Interactive Software Training

1. Introduction
2. Analysis Reports
3. Unapplied Reports
4. Production Reports
5. Activity Reports
6. Day Sheet Reports
7. Patient Reports
8. Audit Reports

Setup & Maintenance
NDCMedisoft Interactive Software Training

1. Introduction
2. Create A Practice
3. Navigation
4. System Security
5. Setup Practice Data
6. Setup Accounting Codes

Computerized Business Systems
Certified Platinum Medisoft Dealer
23263 Harborview Rd   Suite #1
Port Charlotte, FL 33980
Ph: 888-691-8058   F: 503-907-7680
www.medicalbillingsoftware.com