

CGM WEBPRACTICE™ TABLE SHARING REQUEST FORM

The Table Sharing Interface provides the ability to share a common set of Tables between multiple databases. You can request to either share 'Specific' tables or 'All' of the tables. All of the tables in the *Tables* menu or in the *Scheduling Table Maintenance* menu (*Schedule, Scheduling Table Maintenance*) can be shared.

When Tables are shared, you can also select which fields to share within each Table. For example, if a practice submits *Institutional* claims to a carrier in one database but in the other they only submit *Professional* claims, they would want to share the *Insurance Carrier Code Table* but leave the 'UB Payer' field *unshared* between databases.

Complete the following fields to have Table Sharing set up. Return the completed form to your Project Manager at least five business days prior to the due date.

Client Name _____ Client # _____
Due Date _____

Have you already been Sharing Tables system wide? Yes No

Which databases should share Tables? (Specify the actual database numbers or a range of numbers)

Which Tables do you want set up for Table Sharing? All Tables Specific Tables

*If Specific, select the Tables that will be set up to be shared. **Note:** *Some Tables require supporting Tables to also be shared. **If you select a Table that requires a supporting Table(s), the supporting Table(s) will be automatically shared, even if you are not currently using that supporting Table(s).***

Adjustment Code Table

Billing Group Table

Case Management Table
**Requires Billing Group Table*

Case Manager/Adjuster Code Table

Co-Payment Code Table
**Requires Type of Service Table - which also requires the Equivalent Insurance Name fields to match in all Shared Databases*

Country Code Table

County Code Table

CPT®/DX Cross Linking Table

**Requires Procedure Code Table, Type of Service Table and Diagnosis Code Table.
Note: The Equivalent Insurance Name fields must match in all Shared Databases*

Department Code Table

Diagnosis Code Table

Note: The Equivalent Insurance Name fields must match in all Shared Databases

Doctor Code Table

**Requires Co-Payment Code Table, Department Code Table, County Code Table, Type of Service Table.
Note: The Equivalent Insurance Name fields must match in all Shared Databases*

Dr Provider Group Numbers

**Requires Doctor Code Table, Co-Payment Code Table, Department Code Table, County Code Table, Type of Service Table, Insurance Carrier Table, Ins. Class Table, Fee Schedule Table, Ins. Plan Code Table, RVS Schedule Codes, Adjustment Code Table, Location Code Table and Payment Code Table
Note: The Equivalent Insurance Name fields must match in all Shared Databases
Note: Fee Schedule Amounts are automatically shared unless you indicate to not share them*

Dr Provider Grp Numbers by Location

**Requires Doctor Code Table, Co-Payment Code Table, Department Code Table, County Code Table, Type of Service Table, Insurance Carrier Table, Ins. Class Table, Fee Schedule Table, Ins. Plan Code Table, RVS Schedule Codes, Adjustment Code Table, Location Code Table and Payment Code Table
Note: The Equivalent Insurance Name fields must match in all Shared Databases
Note: Fee Schedule Amounts are automatically shared unless you indicate to not share them*

Dr Provider Numbers by Location

**Requires Doctor Code Table, Co-Payment Code Table, Department Code Table, County Code Table, Type of Service Table, Insurance Carrier Table, Ins. Class Table, Fee Schedule Table, Ins. Plan Code Table, RVS Schedule Codes, Adjustment Code Table, Location Code Table and Payment Code Table
Note: The Equivalent Insurance Name fields must match in all Shared Databases
Note: Fee Schedule Amounts are automatically shared unless you indicate to not share them*

Employer Code Table

**Requires Insurance Carrier Table, Ins. Class Table, Fee Schedule Table, Ins. Plan Code Table, RVS Schedule Codes, Adjustment Code Table and Payment Code Table
Note: Fee Schedule Amounts are automatically shared unless you indicate to not share them.
Note: The Equivalent Insurance Name fields must match in all Shared Databases*

Fee Schedule Table

- *Requires Procedure Code Table, Adjustment Code Table, Type of Service Table and Diagnosis Code Table - which also require the Equivalent Insurance Name fields to match in all Shared Databases.
Note: Fee Schedule Amounts are automatically shared unless you indicate to not share them

Group NPI Numbers

- *Requires Doctor Code Table, Co-Payment Code Table, Department Code Table, County Code Table, Type of Service Table, Insurance Carrier Table, Ins. Class Table, Fee Schedule Table, Ins. Plan Code Table, RVS Schedule Codes, Adjustment Code Table, Location Code Table and Payment Code Table.
Note: The Equivalent Insurance Name fields must match in all Shared Databases
Note: Fee Schedule Amounts are automatically shared unless you indicate to not share them

Group Tax ID/NPI Table

- *Requires Doctor Code Table, Co-Payment Code Table, Department Code Table, County Code Table, Type of Service Table, Insurance Carrier Table, Ins. Class Table, Fee Schedule Table, Ins. Plan Code Table, RVS Schedule Codes, Adjustment Code Table, Location Code Table and Payment Code Table.
Note: The Equivalent Insurance Name fields must match in all Shared Databases
Note: Fee Schedule Amounts are automatically shared unless you indicate to not share them

Group Taxonomy Number Table

- *Requires Doctor Code Table, Co-Payment Code Table, Department Code Table, County Code Table, Type of Service Table, Insurance Carrier Table, Ins. Class Table, Fee Schedule Table, Ins. Plan Code Table, RVS Schedule Codes, Adjustment Code Table, Location Code Table and Payment Code Table.
Note: The Equivalent Insurance Name fields must match in all Shared Databases
Note: Fee Schedule Amounts are automatically shared unless you indicate to not share them

Insurance Carrier Table

- *Requires Ins. Class Table, Fee Schedule Table, Ins. Plan Code Table, RVS Schedule Codes, Adjustment Code Table and Payment Code Table.
Note: The Equivalent Insurance Name fields must match in all Shared Databases
Note: Fee Schedule Amounts are automatically shared unless you indicate to not share them

Insurance Class Table

- *Requires Fee Schedule Table and Adjustment Code Table
Note: Fee Schedule Amounts are automatically shared unless you indicate to not share them

Insurance Denial Code Table

- *Requires Practice Denial Code Table

Insurance Plan Table

- *Requires RVS Schedule Codes

Image Type Table

- Label Code Table**

- Language Code Table**
- Location Code Table**
Note: The Equivalent Insurance Name fields must match in all Shared Databases
- Patient Class Table**
- Payment Code Table**
**Requires Adjustment Code Table*
- Post-Op Days Table**
**Requires Procedure Code Table, Type of Service Table and Diagnosis Code Table, RVS Schedule Codes, Ins. Carrier Table, Ins. Class Table, Fee Schedule Table, Ins. Plan Code Table, and Payment Code Table.*
Note: The Equivalent Insurance Name fields must match in all Shared Databases
Note: Fee Schedule Amounts are automatically shared unless you indicate to not share them
- Practice Denial Code Table**
- Procedure Code Table**
**Requires Type of Service Table and Diagnosis Code Table*
Note: The Equivalent Insurance Name fields must match in all Shared Databases
- Procedure Grouping Table**
**Requires Procedure Code Table, Type of Service Table and Diagnosis Code Table.*
Note: The Equivalent Insurance Name fields must match in all Shared Databases
- Procedure Prices (Maintain Procedure Prices)**
**Requires Procedure Code Table, Type of Service Table and Diagnosis Code Table*
Note: The Equivalent Insurance Name fields must match in all Shared Databases
- Procedure Price Effective Date (Update Procedure Prices)**
**Requires Procedure Code Table, Adjustment Code Table, Fee Schedule Table, Fee Schedule Amounts, Type of Service Table and Diagnosis Code Table*
Note: The Equivalent Insurance Name fields must match in all Shared Databases
- Provider Number Table**
**Requires Doctor Code Table, Co-Payment Code Table, Department Code Table, County Code Table, Type of Service Table, Insurance Carrier Table, Ins. Class Table, Fee Schedule Table, Ins. Plan Code Table, RVS Schedule Codes, Adjustment Code Table, Location Code Table and Payment Code Table.*
Note: The Equivalent Insurance Name fields must match in all Shared Databases
Note: Fee Schedule Amounts are automatically shared unless you indicate to not share them
- Recall Type Table**
- Referral Source Table**

Referral Source Provider Number Table

- *Requires Insurance Carrier Table, Ins. Class Table, Fee Schedule Table, Ins. Plan Code Table, RVS Schedule Codes, Adjustment Code Table and Payment Code Table.*
Note: The Equivalent Insurance Name fields must match in all Shared Databases
Note: Fee Schedule Amounts are automatically shared unless you indicate to not share them

Relative Value Schedule Code Table

RVS Schedule Unit Values

- *Requires Procedure Code Table, RVS Schedule Codes, Type of Service Table and Diagnosis Code Table*
Note: The Equivalent Insurance Name fields must match in all Shared Databases

Type of Service Table

Note: The Equivalent Insurance Name fields must match in all Shared Databases

Scheduling Tables

Doctor Code Integration Table

- *Requires Doctor Code Table, Group Code Table, Co-Payment Code Table, Department Code Table, County Code Table and Type of Service Table. Note: The Equivalent Insurance Name fields must match in all Shared Databases*

Type of Visit Table

- *Requires, Recall Code Table, Location Code Table and Doctor Code Table, Co-Payment Code Table, Department Code Table, County Code Table and Type of Service Table. Note: The Equivalent Insurance Name fields must match in all Shared Databases*

Unit Integration Table

- *Requires Doctor Code Table, Co-Payment Code Table, Department Code Table, County Code Table, Type of Visit Code Table and Type of Service Table*

Resource Panel Code Table

- *Requires Doctor Code Table, Group Code Table, Co-Payment Code Table, Department Code Table, County Code Table and Type of Service Table. Note: The Equivalent Insurance Name fields must match in all Shared Databases*

Group Code Table

Scheduling Pend Table

Patient Status/Location Code Table

Scheduling Delete/Reschedule Table



Are there any fields within any specific Tables that you do not want to Share? Yes No

If Yes, provide the Table name and the corresponding field names that should not be shared:

Table Name	Field Name(s)

Note: When new tables are added to CGM webPRACTICE, they are not automatically added to an existing Table Sharing interface. You must notify your CGM Account Manager if any new tables should be added to the Table Sharing interface.

Client Signature

Date

Printed Name

Title