# What's New in

# CGM webPRACTICE™ v7.4.12

# Final Release Notes

**June 1, 2016**

**Hosted Clients Release Date: June 22, 2016**

**Self-hosted Clients Release Date: June 29, 2016**

**CGMwebPRACTICE™**

Fully Web-Based Practice Management Suite

## Table of Contents

## INTRODUCTION

This document provides an overview of new features, resolutions, and enhancements available in the release of CGM webPRACTICE v7.4.12. Each section defines the specific feature and/or enhancement associated with the new CGM webPRACTICE release, as well as any resolved issues.

# NEW FEATURES AND ENHANCEMENTS

This section is not meant to be cumulative and only contains information associated with the
CGM webPRACTICE v.7.4.12 release.

> **Note**: You will need to complete the **\*\*\*Action Required\*\*\*** items (where applicable) to make sure your system functions properly with this updated version.
>
> As with all service packs and updates, for all new menu functionality, you will need to identify which users you want to have access to the new menu functions. Then, you must activate the new menus using the *Model User Menus* function located on the *System, User Management* menu. You must also set the security level that you want on the new menus using the *Change Function Security* function located on the *System, User Management, Function Security Menu*.

## Summary of Action Required Items

| Page # | Function | Action |
|--------|----------|--------|
| 8 | Load the AMA HCPCS Codes | Load the updated files if applicable. |
| 8 | Import the RVU Unit Values | Load the updated files if applicable. |
| 8 | Import Fee Schedules | Load the updated files if applicable. |
| 8 | Load the AMA CPT® Codes | Load the updated files if applicable. |

## CGM webPRACTICE Enhancements

### Intersystems End-User License Agreement

Since CGM webPRACTICE runs on Intersystems' Cache technology and the terms and conditions of the *InterSystems End-User License Agreement* have been updated, a new window containing the agreement will display the first time a **User Code** logs on that has access to the *User Management* menus. You must accept this agreement to continue using CGM webPRACTICE and then the agreement window will no longer display during the log on process.

## Billing

### Insurance Filing Report (*Insurance Billing Functions*) and Delinquent Filing Report (*Insurance Billing Functions*, *Delinquent Insurance Menu*)

A column to print the **Ins Dr** posted for an Encounter has been added. To accommodate this new column, the existing **Doc** column was modified to **Per/Ins** and now prints the **Per Dr** code and **Ins Dr** code, separated by a slash.

## Collections

### Print Collection Roster (*Patient Collections*)

This report has been enhanced to print to Microsoft Excel.

### Print Collection Letter Statistics (*Patient Collections*) *New Functionality*

This new report will provide a count of the collection letters that were either printed or sent electronically. You can print it for a single date or a range of dates and a summary will print at the end of the report providing a total letter count for each letter.

```
05-18-2016                          EASTSIDE MEDICAL                              Page 1
                              Collection Letter Statistics
                              From 05-16-2016 Through 05-16-2016

  Date       Letter              Description                       Action        Count
-----------------------------------------------------------------------------------------
05-16-2016  ECL PAST DUE NOTICE   ECL PAST DUE NOTICE               Electronic       1
05-16-2016  ECL SECOND NOTICE     ECL SECOND NOTICE                 Electronic       1
05-16-2016  NXT1                  FIRST COLLECTION LETTER           Printed          1
05-16-2016  NXT3                  PARTIAL PMT RECEIVED FROM NON-PLAN Printed          1
05-16-2016  TEST ECL LETTER       TEST ECL LETTER                   Electronic       6

Totals      ECL PAST DUE NOTICE   ECL PAST DUE NOTICE               Electronic       1
Totals      ECL SECOND NOTICE     ECL SECOND NOTICE                 Electronic       1
Totals      NXT1                  FIRST COLLECTION LETTER           Printed          1
Totals      NXT3                  PARTIAL PMT RECEIVED FROM NON-PLAN Printed          1
Totals      TEST ECL LETTER       TEST ECL LETTER                   Electronic       6

                                                                    Grand Total     10


End of Report.  Collections/Patient Collections/Print Collection Letter Statistics
Requested by MGR and completed at 3:10PM on May 18 2016
```

## Collections (cont.)

**EMEDIX Website** (*Patient Collections*) ***New Functionality*** ***CGM ECOLLECTIONS Clients only***

You can access your reports from EMEDIX for electronic collection letters directly from within the *Patient Collections* menus.

**Work Accounts** and **Patient Collection Inquiry** (*Patient Collections*)

A new **EMEDIX Website** Action Column button has been added so you can access your reports for electronic collection letters from EMEDIX directly from within these functions.

## Patient

**Patient Registration** and **Patient Look-up**

Improvements have been made to reduce the quantity of data entry required. When you enter information in the *Patient Lookup* screen to search for a patient, and if that patient account does not exist, those same fields will populate with the data you entered when the *Patient Registration* screen displays. For additional information, see the *Procedure Entry Function* entry under the *Transactions* section of these release notes.

**Change Patient Data** and **Review Patient Information**

### Insurance

If you add a **Termination Date** to an insurance policy and there are open charges pending for that carrier, the **Deny** dialog box has been enhanced so you can use the magnifying glass Table search functionality to select a **Practice Reason** or an **Insurance Reason** code.

### DMS Notes

Improvements have been made so you can enter up to 32,000 characters per record. Previously, you could only enter 240 characters per record for the following historical DMS Records.

- ALERT - Alert Message
- INOTES - Insurance Notes
- NOTES - Account Notes
- SNOTES - PreAuthorization Notes
- RXNOTES - Prescription Notes
- RAD - Radiology Notes

## Reports

**Billing Productivity** *(Transaction Journals)*

Enhancements were made to provide additional date sorting options and an option to print a Summary only. The **Print by Service Date** check box was changed to **Print by** with options to select **Accounting Date**, **Date of Service** or **Date Posted**. A **Summary Only** check box provides the option to print a summary of the totals for each **User Code**.

**Corporate Billing Productivity** *(Corporate Reports)* **\*New Functionality\***

This new report provides the same **User Code** productivity output as the *Billing Productivity* report but also includes an option to print the results for one or more Databases.

**Open Credit Reports** *(all sorting options)*

Enhancements were made so you can print the single sorted and double sorted reports by a **Posting Date** range and have the capability to print the reports to Excel.

## Schedule

**Maintain Type of Visit Codes** (*Scheduling Table Maintenance, Type of Visit Table*) ***CGM webVERIFY Clients Only***

A new **Use Responsible Dr for webVERIFY** check box has been added so you have the option of checking eligibility based on the patient's Responsible Dr instead of being restricted to only using the appointment doctor. Previously, when an appointment was scheduled under a Resource, there was no appointment doctor to use to check eligibility. For additional information, see the *Verify Eligibility* entry under the Schedule section of these release notes.

**Verify Eligibility** ***CGM webVERIFY Clients Only***

Enhancements have been made to check the *Type of Visit Table* prior to verifying eligibility, to determine if any codes have the **Use Responsible Dr for webVERIFY** check box selected. For additional information, see the *Maintain Type of Visit Codes* entry under the Schedule section of these release notes.

## Tables

**Import Fee Schedules** *(Fee Schedule Tables)* – ***Action Required***

The Centers for Medicare and Medicaid Services (CMS) have released the 2016 Medicare Physician Fee Schedule effective April 1, 2016. The updated files are available for import by selecting 2016 in the **Fee Schedule Year** list and the applicable file name in the **Fee Schedule File** list. These updates were released in Patch 7.4.11.1 on April 11, 2016

**Load the HCPCS Codes** (*Procedure Code Table*) ***Action Required***

The Centers for Medicare and Medicaid Services (CMS) have updated the 2016 Medicare HCPCS code set effective April 1, 2016. To receive the updated codes you must load the 2016 file. These updates were released in Patch # 7.4.11.1 on April 11, 2016.

**Import RVU Unit Values** *(Relative Value Schedule Table)* **Action Required**

The Centers for Medicare and Medicaid Services (CMS) have updated the 2016 Medicare Relative Value Unit files (RVUs) effective April 1, 2016. To receive the updated codes you must load the 2016 file. These updates were released in Patch # 7.4.11.1 on April 11, 2016.

**Load the AMA CPT® Codes** *(Procedure Code Table)* ***Action Required***

The AMA released a revised 2016 CPT code set file, effective 1/1/16. It contains two alterations to CPT Code Descriptions for 42825 and 42826 and CPT Codes 0408T through 0436T were added. To receive the updated codes you must re-load the **2016** file. These updates were released in Patch # 7.4.11.1 on April 11, 2016.

## Transactions

**Payment Entry Function**

The **Deny** function within the *Payment Entry Function* has been enhanced so you can use the magnifying glass Table search functionality to select a **Practice Reason** or an **Insurance Reason** code. Previously you could only select codes from a drop-down list.

**Procedure Entry Function**

A **New Patient** button has been added to the Action Column so you can easily access *Patient Registration* to register new patient accounts. For additional information, see the *Patient Registration and Patient Lookup* entry under the *Patient* section of these release notes.