

DentiMax Interactive Software Training Topics

Module 1: Setup

Setup Practice

- Create Data Files
- Program Preferences
- My Preferences
- Providers
- Resources

Setup Security

- Security
- Users

Accounting Setup

- Service Classes
- Service Codes
- MultiCodes

- Patient Payment Code
- Debit Adjustment Code
- Credit Adjustment Code
- Insurance Payment Code
- Insurance Adjustment Code

Insurance Plans

- Default Coverage Tables
- Fee Schedules
- Insurance Plans

Setup Prescription Templates

Modify Lists

- Customize Filters
- Customize View
- Resize and Reorder Column Names

Module 2: Front Office

Schedule Appointment

- New Patient Appointment
- Create Patient Record from Appointment
- Existing Patient Appointment
- Add Procedures to Appointment
- Check Out Patient
- Print Today's Schedule
- View Scheduled Revenue

Patient Entry

- Add Patient
- Add New Family Member
- Load Patient Picture
- Add Patient Notes
- View More Information
- Identify Missing Teeth
- View Exam Information
- Add Medical Alerts to Patient Record
- Print Prescription

Transaction Entry

- Enter New Transactions
- Enter New Patient Payment
- Enter New Family Payment
- Enter Patient Adjustment
- Adjust Patient Deductible

Patient Ledger

- Additional Information
- Create and Print Pre-Treatment Claim
- Post from Treatment Plan
- Create and Print Claim
- Print Walk-Out Statement
- Print Full Statement
- Print Ledger

Deposit Entry

- View Payment List
- Enter New Deposit
- Distribute Deposit
- Find Unapplied Deposits

Billing

- View Claims
- Create & Print Claims
- Edit Claims
- Print Statements

Reports

- Day Sheet
- Deposit Slip
- Patient Aging
- Insurance Aging
- Payment Summary by Type
- Production Summary by Service Class

Module 3: Back Office

Schedule New Patient

- Schedule New Appointment
- Confirm Patient Appointment

Initial Patient Visit

- Check In Patient
 - Check in patient
 - Create Patient from Appointment
 - Create Patient Chart

Patient Examination

- Create New PSR Exam
- Create and Print Treatment Plan
- Create New Prescription

Check Out Patient

- Schedule New Appointment from Trtmnt Plan
- Check Out Patient

Perio Exam

- Create New Perio Exam
- Record Probing Depths
- Record, GM, CAL, Furcations
- Record Plaque, Mobility, MGD, Bleeding, Suppuration
- View Perio Graph
- Print Perio Exam
- Customize Perio Exam View

Clinical Charting

- View Clinical Chart
- Import Images into Clinical Chart
- Chart Pre-Existing Conditions
- Chart Treatment Performed by Other Dentist
- Chart Planned Treatment
- Customize Charting Tabs