



Medisoft Training Classes - November

Medisoft Front Desk Superstar

Tuesday November 18, 2008 - 1:30pm (registration begins at 1pm)

This class will cover everything you need to know to run the front desk using Medisoft; including in detail Office Hours (both the Standard and Professional versions), creating new patients and cases and what data is appropriate in each, checking patient balances from within Office Hours and printing statements, posting copays and checking eligibility.

Length: 2 hours

Cost: \$79

Who it's for: Either new or existing front desk staff who want to learn more about "their" part of Medisoft

Collections

Wednesday November 12, 2008 - 9:30am (registration begins at 9am)

This class will focus on bringing various areas of Medisoft together to help streamline your patient collection process. It will cover in detail, statement management, modifying statements in the report designer, the collections list and collection letters. It will also include many "best practices" for collections in Medisoft and tying in various features like Account Alerts, Patient flags and Office Hours to help you collect patient balances in a timelier manner.

Length: 2 hours

Cost: \$79

Who it's for: Experienced Medisoft users who want to streamline their collections process

Reports

Wednesday November 12, 2008 - 1:30pm (registration begins at 1pm)

This class will focus in detail on all of the reports available in the Network Professional version of Medisoft. It will go through each of the reports, the filters that are available and what you would use each report for. It will also cover the features available in the "new" reports that came out in Version 12 including search and export. We will cover which reports you should be running on a daily, weekly and monthly basis, and how you should be using them in your practice. We will also be covering many of the lists available in the custom report list and how to modify them in the report designer.

Length: 3 hours

Cost: \$119

Who it's for: Experienced Medisoft users who want to learn how to better use and take advantage of the reports that Medisoft offers

Our office is conveniently located between the Turnpike and Sawgrass Expressway off of Commercial Blvd at 5333 NW 108 Ave, Sunrise, FL 33351

Call us at 954-746-0399 or return this fax to 954-746-0402 to sign up today, we will call you to confirm enrollment

Practice Name: _____

Attendees: _____

Credit Card #: _____ Exp Date ____ / ____

Signature: _____



Medisoft Training Classes - November (cont)

Medisoft Complete

Wednesday November 19 and Thursday November 20 - 9:30am (registration begins at 9am)

This class will cover all aspects of the daily operations of Medisoft in great detail as well as a good deal of advanced material including all of what is included in the Collections and EDI class and most of what is included in the Reports class. The focus will be on workflow and how to set up Medisoft to best work in your practice, taking advantage of all of the "little things" we have gotten in the last few years and how they can all come together to help make your practice run more smoothly.

Length: 2 days

Cost: \$399

Who it's for: anyone who wants to know Medisoft better than they do now

Medisoft 101

Thursday November 13 - 12:30 (registration begins at noon)

This class will cover all of the basic functionality of Medisoft as an office would experience it on a normal day. Starting with the appointment schedule and working through transactions, claims, filing secondaries, posting payments, sending statements and running daily reports.

Length: 4 hours

Cost: \$149

Who it's for: new employees who have never received training in Medisoft or existing employees who want a refresher.

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