

Patient Information:

1423	Self	-	1423	John	Zimme	rman	
Record No.	Relation		Responsible Pa	arty			
John		J	Zimmerman			Joh	nny
<u>N</u> ame First		М	Last			Pre	ferred
4051 Albany C	irde SW					(763)5	55-4444
Address Line 1	L			_		Home I	Phone
						(763)6	56-4345 _5
Address Line2				_		Work F	hone
Eagan		MN	55555-			(763)6	75-1234
City-State-Zip	•					Mobile	Phone
USA		Joł	nn@yahoo.cor	n		(<u> </u>
Country		EM	lail Web Ad	cess		Fax	
08/15/1965	▼ 44	539-	02-9000	М	ale	•	Other 👻
Birth Date	Age	SSN			Gende	r	Marital Status
			1	•		•	Active 👻
Classification			Doctor	H	/gienis	t	Record Status

- ☑ Patients grouped by responsible party
- ☑ First Name
- ✓ Last Name
- Middle Initial
- ☑ Preferred Name
- Address Line 1
- ☑ City
- ☑ State
- ☑ Zip
- ☑ Home Phone Number
- ☑ Work Phone Number
- ☑ Work Extension Number
- ☑ Mobile Phone Number from other phone
- ☑ Email Address
- ☑ Gender
- Marital Status
- ☑ Birth Date
- ✓ Patient SSN
- ☑ Doctor of Record
- Record Status Active, Inactive and Auxiliary
- ☑ Genesis Chart # is XLDent[™] Record #

Patient Notes:



- Patient General Notes
- Patient Medical Notes
- Patient Alert
- ☑ Referral Reason

Referral Information:

Referral Information		-
Harmon Ronald	Malone Jeff	
Referring Source or Patient	Referred To:	
	03/25/2010 👻	
	Date	

- ☑ Referred To
- ☑ Referred Date

Notes and Alerts:

B Notes and Alerts - Dave Jon	25	
ALL	07/26/2011 Patient	Alert: 🗹
Account	Diabetes	
Dental Chart	07/26/2011 Prescriptions	Alert: 🗹
History	Diabetes	
Patient		
Periodontics		
Post Transactions		
Prescriptions		
Scheduler		
Treatment Plan		
	1	
+-√× (
 Print	, <u></u>	🕞 <u>C</u> lose
B Notes and Alerts - Dave Jo		
07/26/2011 Patient	Alert: 🗹	
Diabetes		
Brint CAlerts		Close

- Documentation Alerts Financial convert to Account Alert
- ☑ Documentation Alerts Financial View at Ledger convert to Account Alert

Document Archive:



- ☑ Description
- ☑ Date
- ✓ Type Defaults to File



History Reference Tab:

atments Completed	Running Balance Rafe	irence						
Date 5	Patient Name	Code	Treatment	Tooth	Surface	Value	Prov	rider
06/16/1993	Larry	C3	SENT TO COLLECTION			-\$417.43	1	
04/26/1993	Larry	00002	Finance Charge			\$4.09	1	
04/26/1993	Larry	1	Evergreen Pre Colection			\$0.00		
03/25/1993	Larry	00002	Finance Charge			\$4.09	1	
03/25/1993	Larry	2	Our Accountant Has Advised Us To			\$0.00		
03/25/1993	Larry	2	Only Carry Your Account Until April			\$0.00		
03/25/1993	Larry	2	15, 1993. Collection Proceedings			\$0.00		
03/25/1993	Larry	2	Will Begin After 4/15/93.			\$0.00		
03/25/1993	Larry	2	Final Notice Sent, Due By May 3, '93			\$0.00		
01/25/1993	Larry	12406	Payment Check 19*2			-\$941.80	1	
12/21/1992	Larry	12405	Payment Check 19-2			-\$218.40	1	
12/15/1992	Trenace	02950	Buildup	30		\$130.00	1	
12/15/1992	Trenace	02890	Endo Post	30		\$47.00	1	
12/15/1992	Trenace	02950	Buildup	31		\$130.00		
12/15/1992	Trenace	02890	Endo Post	31		\$47.00	1	
12/03/1992	Trenace	03330	Root Canal Treat-three Can	30		\$478.00	1	
12/03/1992	Trenace	03330	Root Canal Treat-three Can	31		\$478.00	1	
12/03/1992	Trenece	09231	Anal-nitrous Oxide 30 Min			\$21.00		
12/03/1992	Larry	P2	Payment Check 19-2			-\$76.55	1	
11/12/1992	Trenace	00130	Emergency Oral Exam			\$22.00	1	
11/12/1992	Trenace	09130	Eng Pain Relief			\$37.00	1	
11/12/1992	Trenace	09130	Eng Pain Relief			\$37.00	1	
Sell Solit					Brint			Close

- ✓ Treatment History Viewable as History Reference [includes Charges, Payments, Debits and Credits]
- ☑ Date
- ☑ Patient Name
- ☑ Code
- ☑ Treatment Description
- ✓ Tooth
- ☑ Surface
- ☑ Value
- ☑ Provider

Financial Information:

\$745.00	\$50.00	\$60.00	\$135.00	\$500.00
Balance	0 - 30	31 - 60	<mark>61 - 90</mark>	90+
Stmt. Sent	Last Patient Pay	Last Patient Payment		e Payment
Yes 👻	Yes 👻	Yes	•	
Send Statement	Charge Interes	t Send Dunning		

- Account Balances -- Aged accordingly based on patient primary doctor.
- ☑ Send Statement Defaults to Yes
- ☑ Charge Interest
- ✓ Send Dunning Defaults to Yes

HIPAA Forms and Treatment Information:



- ☑ First Visit Date File Creation Date
- ☑ Last Visit Date
- ☑ Last Recall Visit Recall Previous Date
- ☑ Recall Frequency
- ☑ Next Recall Date Based on last recall visit date using recall frequency
- IPO Consent Date Defaults to Date of Conversion

Insurance and Employer Information:

Insurance and En	nployer Inform	natio	n						•
Self 👻	John Zimmerma	an		Ŧ	539029	9999			
Relation to Insured 9025	Subscriber Nar Provider		Aetna		Insurar	nce ID			
Group Number 3M	Benefit Assignr	ment	<u>Insurance</u> Full Time	e C	Carrier T				
Employer			Employme	ent	Status	School	Name		
			•		\$0	0.00 🔻		\$0.00 👻	
Benefit Plan		Anniv	ersary	Pa	at. Dedu	ictible	Max. B	Benefit	

- ☑ Relation to Primary Policy Holder
- ☑ Subscriber Name
- ☑ Insurance Id If blank defaults to SSN# if available
- Group Number
- Benefit Assignment Default to Provider
- ☑ Insurance Carrier Name
- ☑ Employer Name
- School Name

Second Insurance and Employer Information:

Spouse 🔻	Margaret Dec	cio		•		
Relation to Insured 160519225	Subscriber Nar Provider		STANDA		nce ID	
Group Number Benefit Assignment East Valley School Dist			Insuranc	e Carrier		
				•		
			Employme	•	School	Name
East Valley School D				▼ ent Status	School	Name \$0.00 •

- ☑ Relation to Policy Holder
- ☑ Subscriber Name
- ☑ Insurance ID If Blank pulls from Subscriber
- Group Number
- ☑ Benefit Assignment
- ☑ Insurance Carrier Name
- ☑ Employer Name

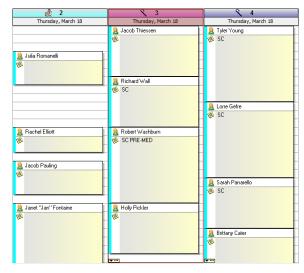


Insurance Carrier Information:

Insurance Carrier				
3085				
AETNA		60054		NOCD
Insurance Carrier Name		Payer ID		Payer Office
Attn: Claims Department		Electronic	•	ADA2007 🔹
Address1		Submission Ty	be	Form Type
PO Box 29015			1 🔻	
Address2		Provider ID		
ATLANTA	GA 30359-0015	This Carrier C	reated For	r Trojan Benefits Initial
City	State Zip	Load		
(800)741-4781	(252)888-8888			
Phone	Fax			
Web Address				
EMail				
Contact		Notes		
	▶* ₩ ✓ ×	🕰 Search	✓ Upda	ate ()† <u>C</u> lose
(c) PEB				

- ☑ Insurance Carrier Name
- ☑ Address 1
- Address 2
- ☑ City
- ☑ State
- 🗹 Zip
- ✓ Phone
- 🗹 Fax
- ☑ Notes
- ☑ Payer ID Verify after conversion
- ☑ Payer Office Always NOCD
- ☑ Submission Type Defaults Electronic
- ☑ Form Type current ADA Form
- ✓ Provider ID Defaults to 1

Appointment Book:



- ☑ Practice Appointments will convert to appropriate column
- ✓ Assigned to Doctor in the XLDent[™] Scheduler needs to correct appointment provider at confirming or posting.
- ☑ Patient Name
- Appointment Date
- ☑ Appointment Time
- ☑ Appointment Length
- ☑ Appointment Comments
- ☑ Appointment Detail

Fee Table:

Internal Code	Abbreviation	Fee	New Fee	
BADJ	Bridge Adjustment	\$0.00		
BLEACH	Bleach Tray Delivery	\$0.00		
D0120	Periodic Oral Evaluation	\$55.00		
D0140	Limited Oral Eval-Prob Focused	\$75.00		
D0145	Oral Eval - Patient Under 3yrs	\$45.00		
D0150	Comprehensive Oral Evaluation	\$75.00		
D0160	Detailed Oral Eval-Prob Focus	\$75.00		
D0170	Re-Evaluation - Limited	\$45.00		
D0180	Comprehensive Perio Evaluation	\$110.00		
D0210	Intraoral - Complete Series	\$120.00		
D0220	Intraoral Periapical 1st Film	\$42.00		
D0230	Intraoral - Periapical, Addt'l	\$42.00		
D0240	Intraoral - Occlusal Film	\$0.00		
D0250	Extraoral - First Film	\$0.00		

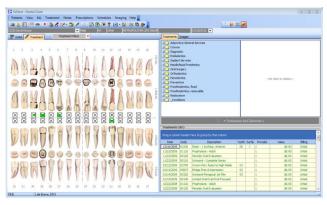
- ✓ Procedure Codes
 - Active ADA Codes
 - Base Code Abbreviation

Primary Fee Schedule

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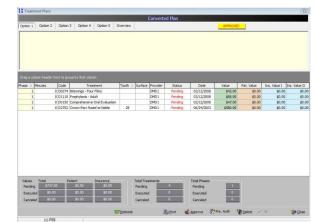


XLChart™:



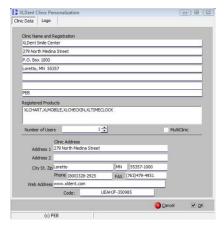
- ☑ Restorative Chart -- As a visual representation of treatment completed on valid ADA codes only. This will be recorded as Initial Treatment in XLChart[™]
- ☑ Date
- ☑ Patient Name
- ☑ Code
- ☑ Treatment
- ☑ Tooth
- ☑ Surface
- ✓ Value
- ☑ Provider

Treatment Plans:



- ☑ Phase
- ☑ Minutes Defaults to 0
- \boxdot Code
- ☑ Treatment Description
- ☑ Tooth
- ☑ Surface
- ☑ Provider
- Status Defaults to Pending
- ☑ Date Defaults to conversion date
- ☑ Value
- Patient Value Defaults to 0
- ☑ Insurance Value I Defaults to 0
- ☑ Insurance Value II Defaults to 0

Practice Information:



- ☑ Practice Demographic Information
- ☑ Clinic Name
- ☑ Clinic Address and Phone
- Clinic Logo

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Operator Table:

📑 Operator Table		- • •				
General Password						
1						
Jim	Schultz, DDS	1				
Name	M Last	Provider ID				
787-33-7378	419999999	1112223334				
SSN	Federal TIN	NPI Type 1				
9890	AA12345	2223334445				
State License Number	DEA Number	NPI Type 2				
General Dentist	General Dentist					
Speciality		Code				
(763)479-6166	(763)479-2504	Yes 🔻				
Home Phone	Mobile Phone	Active				
Insurance IDs						
1 2	ental BCBS St	tate Program				
6 7	8 9	10				
No	No Yes	-				
Eclaims Pay To Provider	Use Timeclock Timeclock Ad	min.				
	▶* ✓	🗙 🖸 Search 🚺 Close				
(c) PEB						

- Provider Information for all Doctors and Hygienists
- ☑ First Name
- Middle Initial
- ☑ Last Name
- ☑ Provider ID Same as previous software
- ☑ SSN
- ✓ Federal TIN
- ☑ NPI Type 1
- ☑ State License Number
- DEA Number
- ☑ NPI Type 2
- ☑ Specialty
- Home Phone
- Mobile Phone
- ☑ Active All convert as Yes
- ☑ Insurance ID's If available

File Location:

?:\genwin\ or ?:\program files\genwin

Files Needed:

?:\genwin*.* excluding Images folder

Need software and license disks if available.

Backup of Data files only:

- Inserting the appropriate backup media into the appropriate disk drive.
- From the main ledger screen, click on the "misc" button.
- Click on "OK"
- At the "Backup and Restore" window, select the specify backup destination
- Press Enter

Disclaimer:

The success of the conversion is largely based on the data provided. Please be aware that not all data will be transferred. Information that is incorrect or corrupt in your previous system will not be corrected by the conversion. Therefore, some information will need to be manually entered. Verification of conversion data is dependent on supplied fax documents by end user.

Special Conversion Considerations:

Conversions are in constant development. In the event you have questions about data being converted or require special consideration, please contact your XLDent[™] Representative.



Items that do not convert:

Specific areas that will not convert include, but are not limited to, the following:

- ⊘ Periodontal Charting
- Provider Accounts Receivable Distribution
- ⊘ Payment Plans/Contract Balances
- S Outstanding Insurance Claims
- ⊘ Referrals In
- \odot Prescription Listing
- ⊘ Patient Prescriptions
- Senefit Plans / Allowed Amounts
- ⊘ Progress Notes
- ⊘ Tickler File
- ⊘ Documents Miscellaneous Recall Notes
- S Documents − Alerts Office
- Solution S → S
- \odot Cell Number

Notes on Conversions:

- The first fee scheduled listed in Genesis will be converted.
- Only treatment plans created in the last year (12 months) will convert.
- If a family member has dual insurance from a single subscriber, the secondary insurance carrier will not pull correctly. This must be reviewed after conversion.
- If a family member was moved from the original account to a new account, any old payments will be on the original account.

Below are some notes concerning some of the items that will or will not be converting.

<u>Gender</u>

When this is not converted or not entered into current system it will default to Female.

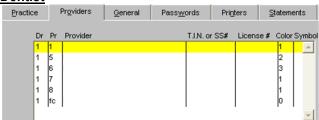
Marital Status

When this is not converted or not entered into current system it will default to Other.

Patient Status

Inactive patients that have active family members will be assigned as Auxiliary.

<u>Dentist</u>



When this is not converted all patients will be assigned to the default Doctor.

Account Reference History:

Due to the way Genesis displays Doctor and Provider codes, we combine the two numbers for reference history. XLChart initial transactions will only show Doctor code.

First Visit Date

When this is not converted or the patient does not have a first visit date, it will be assigned to the date of the conversion. This is done so the New Patient Report will be accurate for new patients entered into XLDenttm. This can be manually changed.

Recall Frequency

When this is not converted or not entered into current system it will default to zero.

Appointment Category on Appointment

When this is not converted the Appointment Category and Notes area will be blank. This can be manually updated after the conversion.

Treatment Plans

Transferred to ledger Treatment Plans will not convert.

End of Month and End of Year will be processed during the conversion. You will be starting a new month and a new year after the conversion. You will want to maintain the End of Month and End of Year totals or reports from your previous system. At the end of the actual month and year, you will combine the totals from XLDent[™] and the totals from your previous system to get an accurate Month to Date and Year to Date total.

If posting after conversion cutoff date in your existing practice management software, reports will be inaccurate for End of Month and End of Year due to duplicate entry.

Actual Data varies from dataset to dataset, visual representation may be different.

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