

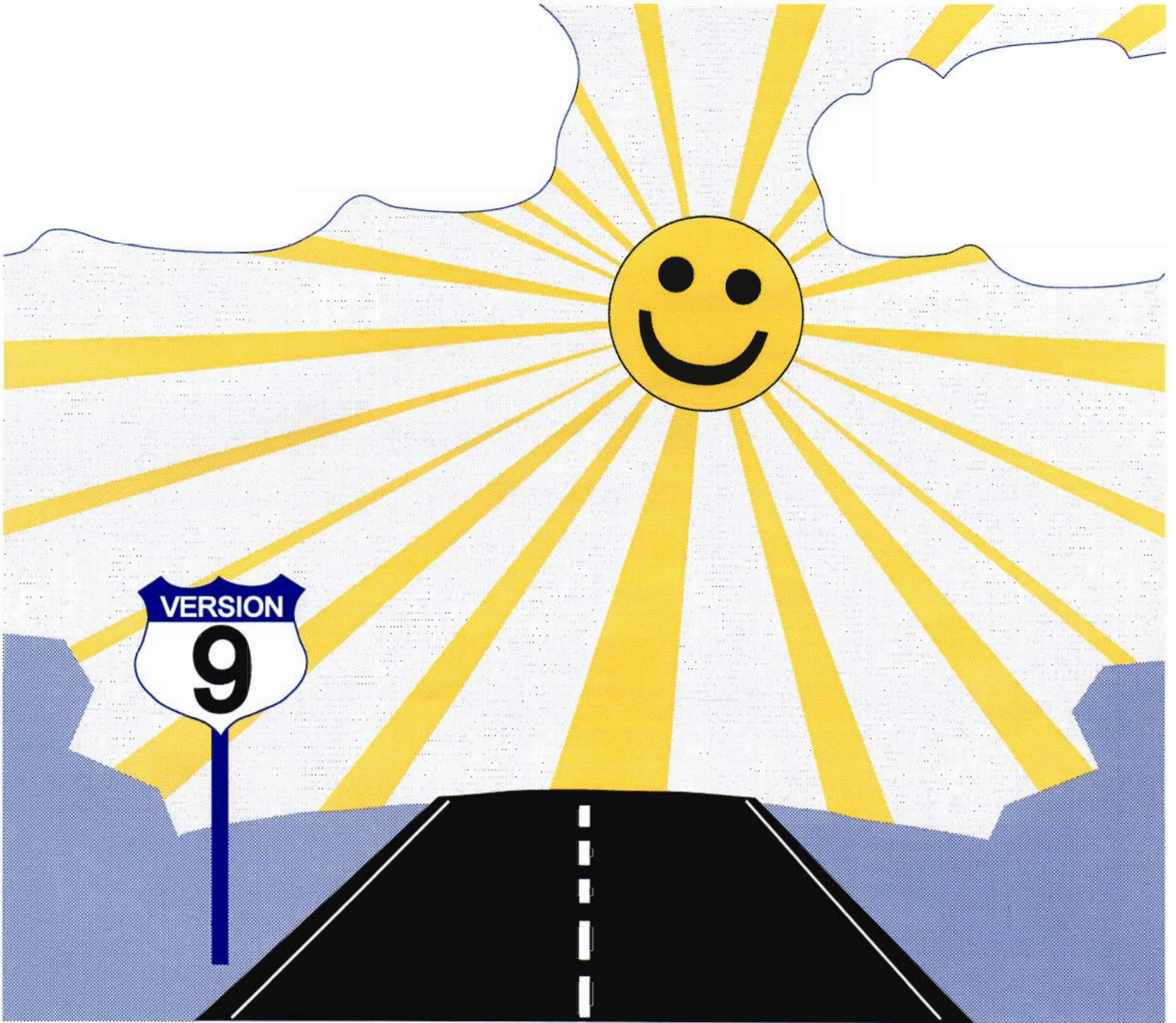
Important ICS Information enclosed



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Version 9



**Your road to a
brighter future!**

ICS Practice Manager Version 9 Features and Benefits

- Wish you could sometimes be 3 people at once?

Then see "Multiple Logins" under General.

- Can't find an insurance plan without going through pages of printouts?

Then see "Alpha search on plan name" under Patient Information.

- Want to reduce the cost associated with filing insurance and increase cash flow?

Then see "Electronic Claims Manager™".

- Want to end patient phone calls about billing?

Then see "Full Detail Statement Mailer" under Statements.

- Wish you could answer those "What's my balance?" questions with one screen?

Then see "Show Balance" under Patient Information.

- Would you like to go home earlier?

Then see "Batch Processing" under Closing.

- Need to hold charges until insurance has paid?

Then see "Suspended Billing" under Transaction Entry.

- Want to change a patient's phone number with a single stroke?

Then see "Single keystroke option selection in Change Patient" under Patient Information.

- Need to keep track of patient diagnosis codes?

Then see "Medical notes include patient diagnosis codes" under Patient Information.

FEATURES AND BENEFITS

● = YES ○ = NO

Feature Benefit	9.X	8.X	7.X	6.X	5.X & Below
General					
Multiple Logins <i>Allows you to run up to three functions at one time from one terminal.</i>	●	○	○	○	○
Statements by patient location <i>Makes revenue division easy for remote locations.</i>	●	●	○	○	○
Single keystroke option selection <i>Increases efficiency when moving around within a function. Pressing ? displays the list of available options.</i>	●	●	○	○	○
View balances by patient responsibility, insurance balance, or both <i>Specific level of detail improves identification of charges.</i>	●	○	○	○	○
Move forward and backward through data with a single keystroke <i>Eliminates the need to re-select a list just to see data on a previous screen.</i>	●	○	○	○	○
View data by selected date ranges <i>Saves time in locating transactions. Eliminates viewing of dates that are not needed.</i>	●	○	○	○	○
Full integration of Coordination of Benefits (COB) Rule	●	○	○	○	○
Support for IBM Lexmark	●	○	○	○	○
• Straight through paper feed on dot matrix printers	●	○	○	○	○
• Single sheet feed without removing continuous feed paper	●	○	○	○	○
• Laser printers for word processing	●	○	○	○	○
File Information					
Number of fee amounts for service charge codes <i>Provides accurate billing for various patient classes.</i>	6	2	2	2	2
Enhanced Explosion Code Inquiry Maintenance <i>Explosion Code Master Inquiry/Maintenance now lets you see all service codes on the screen. You can also include payments and adjustments in Explosion Codes.</i>	●	○	○	○	○
Reimbursement schedules by service code <i>Improves accuracy of calculating expected amount of payment from insurance carriers.</i>	●	●	●	○	○
User-defined function keys <i>Saves time moving from function to function.</i>	●	●	●	○	○
UPINs for doctors conform to latest insurance industry requirements	●	○	○	○	○
Patient Information					
Number of insurance plans that can be set up for each patient <i>Maximizes collection efforts and provides better patient service.</i>	4	4	2	2	2
Medical notes include patient diagnosis codes	●	●	○	○	○
Hold secondary insurance <i>Places secondary levels of insurance on hold until the previous level of insurance has paid. Improves monitoring claim status and collection.</i>	●	●	●	●	○
Single keystroke option selection in Change Patient <i>Allows you to quickly access and modify guarantor, patient, insurance, and additional insurance information as well as medical notes. You can also place secondary insurance on hold, print a chart label, enter transactions, and schedule an appointment.</i>	●	●	○	○	○
Single keystroke option selection in Patient and Family Inquiry <i>Allows you to quickly display and print guarantor, patient, insurance, and additional insurance information, as well as medical notes, current and history transactions, current and historical insurance claims, payment plans, transaction detail, and balances by doctor.</i>	●	●	○	○	○
Alpha search on referral name <i>Allows you to quickly locate a referral source on file by searching for the last name.</i>	●	●	○	○	○
Alpha search on plan name <i>Allows you to quickly locate an insurance plan on file by searching for the plan name.</i>	●	○	○	○	○
Show Balance <i>This electronic "Patient Ledger", accessed from within Patient Inquiry and Family Inquiry, provides a quick and simple way to explain patient balances when asked.</i>	●	○	○	○	○
Transaction Detail displays and prints charges and insurance together <i>Simplifies reviewing insurance claims and associated transactions by allowing you to display or print the information together.</i>	●	○	○	○	○
Print a new chart label from within Patient Guarantor Transfer	●	○	○	○	○
Batch Patient Purge prints list of patients to be purged, not purged, or both	●	○	○	○	○
Single Patient Purge option to purge a patient with or without history	●	○	○	○	○
Encounter Forms (aka: Routing Slips or Superbills) <i>Improves tracking of patients and transactions during a visit at your practice. Numerous standard formats are available or you can create your own.</i>	●	●	○	○	○

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Feature <i>Benefit</i>	9.X	8.X	7.X	6.X	5.X & Below
Batch Encounters <i>Allows you to print forms prior to when they are needed and attach them to charts.</i>	●	●	○	○	○
Encounter Form Audit Trail <i>Simplifies tracking of encounter forms. The system automatically numbers the forms and lets you know when one is missing.</i>	●	●	○	○	○
• Encounter Reports <i>Saves time by tracking "no-shows" and printing home and work phone numbers.</i>	●	●	○	○	○
Stand-Alone Patient Recall <i>Saves time in that you can perform all recall tasks from within one function.</i>	●	●	○	○	○
• Messages can be printed on recalls	●	●	○	○	○
• Print on standard cards	●	●	○	○	○
• Print free form insert (letterhead)	●	●	○	○	○
• Print free form mailer	●	○	○	○	○
• Print mailing labels	●	●	○	○	○
Enhanced reporting and tracking for payment plans	●	●	●	●	○
Transaction Entry					
Lookup windows for service codes and diagnosis codes <i>Allows you to view, add, modify, and select service codes and diagnosis codes without leaving transaction entry.</i>	●	●	●	○	○
Place of Service code accepts two digits in compliance with current insurance industry requirements, including HCFA and Medicare	●	○	○	○	○
Suspended Billing <i>Allows you to hold certain transactions from the monthly statement until insurance has paid in full. Provides A/R Report showing outstanding insurance and patient balance.</i>	●	○	○	○	○
Update patient diagnosis from within Transaction Entry	●	●	○	○	○
Medicare payment option <i>Automatically calculates the Medicare write-off amount and payment for you.</i>	●	●	○	○	○
Transaction Edit <i>Allows you to edit certain transaction information after the transaction is posted.</i>	●	○	○	○	○
Post insurance payments by claim <i>Improves tracking of reimbursement rates from carriers.</i>	●	●	●	●	○
Post insurance payments by transaction <i>Improves tracking of reimbursement rates from carriers on specific transactions.</i>	●	○	○	○	○
Statements					
Statements indicate which transactions have been filed to an insurance company <i>Reduces questions from patients.</i>	●	○	○	○	○
Detail Statement <i>Lists each transaction indicating the amount charged, the insurance payments and adjustments made, and the balance due on each transaction.</i>	●	○	○	○	○
Full Detail Statement Mailer <i>A more detailed, legible format. Reduces phone calls and questions.</i>	●	○	○	○	○
All of the features of the Detail Statement plus:					
• Pre-print practice's name and address	●	○	○	○	○
• Print balances and account numbers for five dependents	●	○	○	○	○
• Print practice's phone number	●	○	○	○	○
• Print aging categories on payment stub	●	○	○	○	○
• Print custom guarantor message in lieu of statement message <i>Personalizes billing and improves collection.</i>	●	○	○	○	○
• Number of transaction lines	15	6	6	6	6
• 9-digit zip code	●	○	○	○	○
• Print in zip code order	●	○	○	○	○
• Prints patient's first name, account number, and transaction detail <i>Reduces time spent posting payments.</i>	●	○	○	○	○
• Includes patient copy and practice copy	●	○	○	○	○
• Doctor or location prints, depending on sort method	●	○	○	○	○
• Perforated, carbonless, with return envelope	●	○	○	○	○
Insurance Claims					
Print claims in carrier order	●	●	○	○	○
HCFA 1500 (12/84 and 12/90) form completion	●	●	○	○	○

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Feature <i>Benefit</i>	9.X	8.X	7.X	6.X	5.X & Below
UB82 form completion	●	○	○	○	○
Worker's Compensation form completion	●	●	○	○	○
Medicare form completion	●	○	○	○	○
Reporting					
Accounts Receivable Aging and Guarantor Aging <i>Multiple print criteria simplifies reporting and speeds up review of accounts.</i>	●	○	○	○	○
Insurance Claims <i>Allows you to more closely monitor the status of each claim.</i>	●	●	○	○	○
• Indicates which claims are suspended <i>Prevents you from "chasing down" claims which have not yet been filed.</i>	●	○	○	○	○
Historical Claims Analysis <i>Analyzes payment trends by carrier in detail.</i>	●	●	○	○	○
Format for Word Processing					
Interface for WordPerfect® <i>Provides mail merge and data exchange between the ICS Practice Manager and the #1 selling word processing program.</i>	●	○	○	○	○
Utilities					
Recalculate Expected Insurance <i>This utility recalculates the expected insurance amounts on outstanding claims and places that new amount in the patient's and guarantor's Expected Insurance fields.</i>	●	○	○	○	○
Closing					
Bank Deposit can be printed on demand	●	○	○	○	○
Batch Processing <i>Allows you to perform unattended end-of-day closing, end-of-month closing, statement generation, insurance generation, and data backups after hours.</i>	●	●	○	○	○
• User selected closing processes	●	●	○	○	○
• Verifies tape backup	●	●	○	○	○
• Performs a final end-of-day closing	●	●	○	○	○
• Performs an end-of-month closing	●	●	○	○	○
• Prints reports	●	●	○	○	○
• Generates insurance claims	●	●	○	○	○
• Generates statements	●	●	○	○	○
• BATCH PROCESSING HAS FINISHED SUCCESSFULLY <i>This message displays, letting you know all functions were successfully completed.</i>	●	●	○	○	○
Custom Report Manager™					
User-friendly interface for creating custom reports	●	●	●	○	○
Display or print reports	●	●	●	○	○
Graph desired reports	●	●	●	○	○
Export information to popular software packages such as Lotus 123®	●	●	●	○	○
Electronic Claims Manager™					
"Paperless" claims <i>Improves cash flow by decreasing the time it takes for reimbursements. Reduces costs associated with printing and mailing insurance claims.</i>	●	●	○	○	○
Error checking <i>Editing of claims reduces the costs associated with re-filing of claims and payment delays caused by errors.</i>	●	●	○	○	○
Appointment Resource Manager™					
Single keystroke for selecting options and scheduling patients <i>Allows you to schedule appointments with the greatest of ease.</i>	●	○	○	○	○
Pop-Up credit alert message on appointment screen for problem accounts	●	○	○	○	○
Overbooking of appointments	●	○	○	○	○
Blocking rooms <i>Prevents you from booking patients into a room that is already reserved.</i>	●	○	○	○	○
Blocking provider schedules <i>Allows you to block out all or portions of a providers schedule.</i>	●	○	○	○	○
Full reporting and tracking of appointments	●	○	○	○	○