Meetings
Eaglesoft
2016 USER GROUP

Let the experts show you how to make the most of Eaglesoft’s features at these user group meetings!

MARCH 25, 2016
Eaglesoft – Getting Back to Basics (Basic New User Class or Refresher Class)
- Entering responsible parties, policy holders and patients
- Entering referral source
- Exploding codes
- IntelliCare
- How to schedule patients
- How to do a walkout
- How to take payment
- How to use FAQ and view webinars

JUNE 24, 2016
RevenueWell, IntelliCare, InContact and Recare
Take your practice to the next level.

RevenueWell
- Automate post-operative instructions, recare, Tx plan not scheduled
- Send new patient welcome packets and campaigns such as end-of-year benefits and birthday cards
- Allows the patient to make payments at home, request appointments and print their own receipts

InContact
- Interactive contact manager that makes keeping track of your patient base an easier task
- Electronic mechanism for making calls on recall or on delinquent accounts, tracking responses from calls and generating mailings

Recare
- Send out recall through Eaglesoft for patients who are scheduled due next month and past due

SEPTEMBER 30, 2016
Scheduling and Task Manager
- Set up hours and goals
- Set up appointment types and scheduling templates
- Customize toolbars
- Move an appointment and copy an appointment
- Schedule family appointments
- Appointment queue
- Find appointment
- Locate appointment
- How to set up the settings area
- IntelliCare will be discussed in relationship to the schedule

OCTOBER 28, 2016
Monitor and Protect Your Practice with Eaglesoft
- Reports – what reports to monitor daily, weekly, monthly
- Advanced security settings – learn what the security settings control and how to create security profiles for team members
- How to set up and use the Eaglesoft time clock for tracking work hours
- Characteristics to look for
- How they do it
- What to do if you suspect something is going on

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APRIL 22, 2016
Tips for Controlling Your Accounts Receivable
- Tracking accounts receivable
- Reports to monitor daily, weekly and monthly
- Sending statements – the difference between billing charges and finance charges
- When should statements be sent out?
- Insurance estimates and claim tracking
- What is impacted when creating adjustments?

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AUGUST 26, 2016
Optimizing Treatment Plans and Reports
Take your practice to the next level.
- Updating and entering fee schedules
- Phase treatment plans
- Treatment presentations with images
- Treatment plans with informed consents
- Creating pre-authorizations
- Reports

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NOVEMBER 11, 2016
Going Chartless with Eaglesoft
- Patient entry from the time they are scheduled to when they are walked out
- Preferences for chartless areas of the system
- Scheduling the patient, Fast Checkin
- Maximizing use of tooth and perio charting

TIME:
9:00 a.m. - 4:00 p.m.

LOCATION:
Patterson Dental (Conference Room)
185 S. Douglas Street, Suite 100
El Segundo, CA 90245

FEE:
$150 per person per class
Late registration $200 fee starts on Friday before meeting is scheduled.

CE: 6 units

RSVP: Register online at www.regonline.com/eaglesoft2016