

# PBSI-DOC Practice Management

PBSI has become the largest medical software developer in the mid-west region, with a growing family of several hundred physicians using PBSI-DOC practice management software and other PBSI advanced IT solutions including PBSI-EHR *Off the Charts!* Recommended by clients, PBSI's focus is client results.

## Advanced Billing & Collections

PBSI-DOC's "single screen entry" minimizes keystrokes and maximizes speed. 100% of all entries or inquires may be completed without ever re-selecting the patient.



From the patient "ledger" screen you can:

- View account balances
  - Display charge and payment detail
  - Post new charges and payments
  - Schedule appointments
  - Update registration information
  - Add or revise comments
  - Enter medical information
  - Enter recalls
  - Change and re-file previous claims
  - Print on-demand letters and labels
  - Print on-demand encounter forms
  - Select or register a different patient
- Speed is important. Minimizing keystrokes means faster patient service, and fewer phone calls to return.

## Electronic Claims & Statements

Eliminate printing, save paper and time, by submitting your insurance claims electronically. Follow up reports allow you to effectively manage denials, claim corrections, appeals and re-billing.

E-statement sign up through PBSI:

- Improve your cash flow
- Improve collection of patient payments
- Reduce your statement production costs (approximately 6¢ per statement).

## Costing & Quality Assurance

Costing and Quality Assurance allocates summary costs down to each procedure, location and provider, so you can:

- Identify cost of service per procedure.
- Highlight procedures, financial classes, providers or locations where costs exceed collections.
- Identify areas where cost changes would most impact profitability.

## Appointment Scheduling

Key features : flexibility and speed.

- One screen to schedule, find, reschedule, or cancel an appointment
- Quickly find the next available time
- Display up to 4 providers at once.
- Schedule set-up is unique for each provider and day of week.
- Assists collections - Automatic alert messages displayed while scheduling.
- Eliminate un-needed recalls - recalls pop-up during scheduling for one keystroke deletion (history retained).

## Surgery Scheduling

Schedule, inquire, or change surgeries all from PBSI-DOC's "single screen" entry.

- Avoid missed billing - Reports discharged patients - not yet billed
- Avoids reimbursement problems - Identifies patients with incomplete pre-admission information
- Tracks unscheduled surgeries
- Auto-prints patient and referral letters
- Produces surgery schedules and rounds lists.

## Electronic Remittance

Speed reimbursement, reduce practice overhead, by electronically receiving payment from carriers (Medicare, Anthem, UHC, and others).

PBSI-DOC remittance automatically posts the payment and generates secondary insurance claim if needed, storing the EOB for viewing and printing.

## Denial Tracking & Prevention

Reduce billing errors, resulting in faster collections and lower A/R. How?

- Payment posting selects denial reason
- Denial history is reported by location and posting person.
- Result - Charge posting personnel learn ramifications of mistakes.
- Result - Immediate feedback results in clean claims, low A/R and more cash.

## Clinical Outcome Reporting

Tracking clinical outcomes can help meet health plan performance standards.

- You identify "tracked" procedures
- Pop-up templates during billing entry record clinical outcomes simply!
- Evaluate clinical effectiveness of different treatment strategies.

**PBSI-DOC fully integrates with  
PBSI-EHR *Off the Charts!***



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*"Helping clients achieve success – since 1983"*